

# Bradford Hills HOA

## FINE POLICY

Adopted Oct 2024

### Notice, Fine and Enforcement Policy

This Notice, Fine and Enforcement Policy ("Fine Policy") is adopted by the Board of Directors ("Board" or "Directors") of Bradford Hills Homeowners Association, Inc. ("Bradford Hills" or "Association") in accordance with the Powers and Duties conferred upon the Board by Article VII of the By-Laws Bradford Hills Homeowners Association, Inc., attached to the Declaration of Covenants, Conditions and Restrictions for Bradford Hills Subdivision ("Declaration") of record in Book 8071, Pages 531-539, Register's Office for Davidson County, Tennessee, and any and all amendments thereto. The purpose of this Fine Policy is to provide a fair, equitable and consistent policy and application of due process for the enforcement of existing and future Rules and Regulations which may be adopted by the Board from time to time; and, to the extent enforcement provisions do not already exist, for the enforcement of covenants and restrictions within the Declaration and By-laws.

It is the intent of the Board of Directors that this Notice, Fine and Enforcement Policy shall terminate, override and supersede all existing fine policies which may have been adopted by any previous Board.

All complaints regarding non-compliance with Rules and Regulations, the Declaration and/or By-Laws, shall be signed and submitted in writing to the Association management company. In addition to the provisions below, the Board may, at its discretion and as authorized by Article VII, sec 1 (a1) of the By-Laws, suspend voting rights and use of all Association amenities for so long as any non-compliance may continue.

1. General Violations: Except as otherwise noted in this Fine Policy, the Declaration and/or By-Laws, violation of Rules and Regulations, the Declaration and/or By-Laws shall be enforced as follows:
  - a. Friendly Notice: Owner and tenant/occupant (if applicable) will be mailed a written notice detailing the violation, action(s) which must be taken to resolve the violation, and that resolution of the violation shall be achieved within ten (10) calendar days of the date written on the Friendly Notice.
  - b. First Written Warning: Owner and tenant/occupant (if applicable) will be mailed a written notice detailing the violation, action(s) which must be taken to resolve the violation, and that resolution of the violation shall be achieved within ten (10) calendar days of the date written on the First Written Notice. Notice of fine possible if not corrected.
  - c. Second Written Warning: Owner and tenant/occupant (if applicable) will be mailed a second written notice detailing the violation, action(s) which must be taken to resolve the violation, that a fine of \$100.00 has been levied against their account and that resolution of the violation shall be achieved within five (5) calendar days of the date written on the Second Written Warning.
  - d. Third Written Warning: If the violation remains unresolved after the time provided in the Second Written Notice, the Owner and tenant/occupant (if applicable) will be mailed a third written notice detailing the violation, action(s) which must be taken to resolve the violation, that an additional fine of \$200.00 has been levied against their account and that resolution of the violation shall be achieved within five (5) calendar days of the date written on the Third Written Warning.
  - e. Final Written Warning: If the violation remains unresolved after the Third Written Warning, the Owner and tenant/occupant (if applicable) will be mailed a final

written warning informing them that the violation has been referred to the Association attorney for enforcement. An additional fine of \$300.00 has been levied against their account. The Owner and/or tenant/occupant will be notified informing them that an additional fine of \$300.00 per month will be levied against their account until the lesser of the date upon which the violation is resolved.

After the Final Written Notice is mailed, the Board of Directors or its Managing Agent or Property Manager will refer the violating Owner and/or tenant/occupant to its attorney who shall have the benefit of all the same remedies available to Bradford Hills within the

Declaration, By-Laws, at law and in equity for the enforcement of all such violations.

Violation of any provision of Rules and Regulations shall be enforceable in the same manner that nonpayment of Assessments, Common Expenses and Special Assessments are enforceable in the Declaration including the right of the Association to record a lien against the Lot of the violating Owner to secure all fines and expenses incurred by the Association, including attorney's fees and costs. Remedies provided to the Association for other violations of the Declaration including late fees and/or interest provided for therein shall likewise be available for the enforcement of violations. The violating Owner and/or tenant/occupant shall be jointly and severally and personally liable for all costs of the enforcement of Rules and Regulations, including reasonable attorney's fees.

2. Continuing Violations. Any violation which is resolved but reoccurs at any time within ninety (90) calendar days from the date of resolution, shall be considered a continuation of the previous violation and will be enforced in accordance with the relevant next part of this Notice, Fine and Enforcement Policy.