

Hamilton Field of Marin Association

ENFORCEMENT POLICY & SCHEDULE OF FINES

Ensuring that all owners abide by the governing documents of our Association is one of the Board's most important duties.

While the Association has a variety of enforcement tools available to it, one of the most effective is the ability to impose fines to obtain compliance. The goal of a fine is to encourage compliance, not to increase revenues. The Board therefore establishes the following fine schedule:

- First Violation \$ 50.00
- Second Violation \$ 75.00
- Third Violation \$100.00
- Violations with Damage Appropriate fine, plus all costs

The Association retains the right to combine any fine with any other disciplinary action or other sanctions or conditions depending on the seriousness of the infraction. For violations that are continuing in nature, such as failure to remove an unapproved architectural alteration, fines may be levied for each day that the violation continues, up to a maximum amount of \$500.00 per month.

The Association will notify a member in writing, by either personal delivery or first-class mail, at least 10 days prior to any meeting at which the Board is considering or imposing discipline (including the levying of fines), upon a member. The notice will provide:

- The date, time, and place of the meeting;
- The nature of the alleged violation for which a member may be disciplined; and
- A statement that the member has a right to attend and may address the Board at the meeting.

The member may also request, at the meeting, that the issue be considered in Executive Session.

If the Board imposes discipline on a member, the Association will provide a notice of disciplinary action by either personal delivery or first-class mail to the member within 15 days following the action.

If a fine is levied, it will be due and payable ten days after it is levied and will be added to the owner's account.