

# FINE SCHEDULE

Adopted by the Terrazza/Cortebella/Las Brisas/Tiburon Board of Directors (BOD) during the BOD meeting held on: 4/25/2023

The Governing Documents of Terrazza/Cortebella/Las Brisas/Tiburon provide that the Board of Directors has the authority to enforce the provisions of those documents, in conjunction with the Fining Policy, the following schedule of fines has been adopted by the Board of Directors pursuant to that authority. Such fines herein are exceptions to the Fining Policy above and may be issued immediately without warning, (The fines may be levied per day that the violation persists).

- A. Except as specifically set forth otherwise herein, a violation will result in a fine in accordance with the fining schedule noted as stated below.
1. 1st Notice -- Courtesy Letter
  2. 2nd Notice -- \$50.00 Fine
  3. 3rd Notice -- \$100.00 Fine
  4. 4th Notice -- \$150.00 Fine
  5. Each subsequent notice -- \$150.00
- B. A violation of "Fenced Yard Areas; Fences" of the House Rules, where an owner fails to maintain the fenced yard areas in a clean and neat manner, will result in a courtesy letter and any subsequent letters will result in a fine.
- C. A violation of "Pets" of the House Rules, where a dog continues to bark or found off leash after a courtesy letter is received, will result in an immediate fine of \$200.000.
- D. A violation of "Pets" of the House Rules, where a pet owner does not pick up their pet's droppings, will result in an immediate fine of \$100.00.
- E. A violation of "Nuisances" of the House Rules, an owner deprives other residents from the peaceful possession and enjoyment of their units through noxious or offensive use of a unit or behavior, will result In an Immediate fine of \$50.00.
- F. A violation of the Governing Documents, where a resident, its invitee, and/or guest commits an unscheduled and unlawful dumping of bulk items, use of excessive water, fireworks at the Association, such violation will result in a fine in accordance with a fining schedule below.
1. 1st Notice -- \$250.00 Fine
  2. 2nd Notice -- \$500.00 Fine
  3. 3rd Notice - \$1000.00 Fine
  4. 4th Notice -- Legal Action

All fines may be appealed within 30 days of assessment. Fines must be paid before the time the appeal is made. Upon notification of any appeal the Board will hear the appeal at a specified time and date during the next regularly scheduled meeting of the Board of Directors. The appeal must be made in person, unless approved by the Board President, and a written copy of any appeal must be provided to the Board at the time of the hearing. No decision will be rendered during the hearing. Notification of the Board's decision will be made in writing by mail within thirty days of the hearing.

This schedule is not intended to be an exhaustive list of potential violations for which a fine may be assessed. Where there is any conflict between this Fine Schedule and the Governing Documents, the Governing Documents shall prevail. The Board of Directors may assess fines for any violation of the provisions of the documents which govern Terrazza/Cortebella/Las Brisas/Tiburon. The fines must be paid to Terrazza/Cortebella/ Las Brisas/Tiburon. Fines and penalties accrued against an apartment shall be treated as an assessment as described in Section 4, Article VI defaults of which shall be treated pursuant to Sections 4 and 5 of Article X of the By-Laws. Failure to pay fines may result in the commencement of legal proceedings.