## TANNERIE WOOD ASSOCIATION, INC. ADMINISTRATIVE RESOLUTION #12 PROCEDURES FOR ENFORCEMENT OF FINES

WHEREAS, Tannerie Wood is a planned community, created by and operating pursuant to a Declaration of Covenants, Conditions and Restrictions which is recorded with the Recorder of Deeds of Montgomery County, and

WHEREAS, Tannerie Wood Homeowners Association, acting by and through its Board of Directors, has the duty and responsibility for the administration of the community, and the Board of Directors has such powers as are conferred by the Declaration, the Bylaws of the Association and the Pennsylvania Uniform Planned Community Act, 68 Pa. C.S. §5101 et seq.; and

WHEREAS, the Tannerie Wood Board of Directors wishes to clearly define the rules and regulations for the imposition, enforcement and collection of fines from owners and residents who fail to follow the Rules, Regulations and Bylaws of the Association.

THEREFORE, be it resolved that effective immediately these procedures would be followed:

- The Bylaws and Rules and Regulations require that the Board of Directors, on its own or through a Management Company enforce the Rules and Regulations of Tannerie Wood for the benefit of all property owners and residents.
- 2. Association will publish processes for managing delinquent Annual Assessments and Violation Resolutions.
- 3. Resolution 3 sets forth a specific enforcement procedure and fine schedule for violation certain rules and regulations.
- 4. The Management Company and Board of Directors are responsible for the acceptance and investigation of written complaints from any property owner or resident of Tannerie Wood specific to the Rules and Regulations of the community.
- 5. The Board of Directors desires to be more transparent regarding delinquencies, violations and fines.
- 6. Any time a property owner or resident fails to pay a fine when imposed or correct a violation after notice, the Board shall make public the name of the owner and/or resident and the property address, the amount of the fine outstanding and the violation that was the cause of the fine. The fines and violations shall be published at a meeting of the Board of Directors and in the minutes of that meeting. The Board shall also maintain a list of all fines previously published and paid.

- 7. The Board will also publish a list of property owners who are delinquent in the payment of the annual assessment after March 1 of each year, provided a warning letter was sent to each property owner as provided in Resolution #7. A property owner is not considered delinquent if they have established a payment plan and are making the payment plan scheduled payments. Publication of the names of the delinquent property owners will not prevent the Board of Directors from entering into a payment agreement for the delinquent assessment with the property owners.
- The Board will also publish a list of all special assessments which remain outstanding
  after ninety (90) days, provided notice of delinquency is sent to the property owner
  and said property owner has not requested a payment agreement for the special
  assessment.
- The purpose of the publication of the name and address is to keep the enforcement procedure transparent and to show that no property owner is receiving preferential treatment.
- 10. The Board of Directors may enter into reasonable payment agreements for the payment of fines provided that the violations responsible for the imposition of fines have been corrected in accordance with the Rules and Regulations.
- 11. The terms for any payment agreement will be private between the property owner and the Board of Directors; however, the property owner will be responsible for the payment of any cost, including legal fees associated with the payment agreement.

Attest:

Vice President July 2, 2016

Date