

Section I Grievance and Fine Procedures

If you are disturbed by the actions of another Homeowner you should first attempt to make personal contact with the offending party verbally, or by written note to make them aware that you are being disturbed.

In some instances, the Board will assist Homeowners in attempting to solve problems among themselves. However, this shall not be construed as an obligation on the part of the Board to provide mediation services in connection with disputes amongst Homeowners.

If you do not feel comfortable making personal contact or if no results are achieved by your notification to the offending party, contact a Board member and give written notice of the problem. The Board will promptly review the claim and if it is substantiated, will send a letter to the offending party indicating that if their disturbing actions are not stopped, a fine will possibly be imposed at the Board's Request.

Homeowners are deemed liable for any and all fines imposed as a result of actions by their renters lessees. Written notice to the Homeowner will be deemed sufficient if dispatched via US postal mail to their last known address.

The offending party will be offered an opportunity to appear before the Board personally or to submit documents to demonstrate that their actions were not offensive or violated any rule of the Association at the Board meeting following the issuance of the fine.

The fine schedule is as:

- Courtesy notice - 30 days to complete notice - depending on the infraction time may be less than 30 days
- First Violation
- Second Violation \$200.00
- Any subsequent violation to the same section of the governing document(s) within a 12 month period additional fines will be assessed.

If the fine is not paid within 30 days, it will be handled as a delinquent account. A late charge of 25% will be added monthly once an assessed fine becomes a delinquent account, and in lieu of the normal late fee charges associated with delinquent accounts. Per this section, delinquent accounts may result in a lien being placed on a homeowner's property.

The procedure set forth above shall in no way preclude the Board from pursuing any other remedies available under the Meadows at Rock Creek governing documents or under applicable law with regard to the enforcement of the Meadows at Rock Creek governing documents.

Complaints regarding alleged violations of the Meadows at Rock Creek governing documents may be sent anonymously through the Owner Portal, or emailed to the property manager, Charity Williams, at charityw@wpmsouth.com.