

**REGENCY PARK HOMEOWNERS’
ASSOCIATION, INC.**

**ADMINISTRATIVE RESOLUTION ADOPTING PROCEDURE FOR
ENFORCEMENT OF VIOLATIONS**

WHEREAS, Article VIII, Section D of the Declaration of Covenants, Easements, Conditions and Restrictions of Regency Park Homeowners’ Association, Inc. (“Declaration”) provides that the Board of Directors has the power to promulgate reasonable rules and regulations governing the use of the Property;

WHEREAS, Article VIII, Section D of the Declaration also empowers the Board to impose sanctions on Owners, including without limitation: (i) reasonable monetary fines, which are assessed as Lot Assessments; (ii) suspension of voting rights; (iii) suspension of the right to use the Common Property; and (iv) seeking relief in any court for violations or to abate unreasonable disturbances;

WHEREAS, Ohio Revised Code 5312.11(C) empowers the board of directors of homeowners’ associations to levy reasonable enforcement assessments against members for damages and for breach of the Declaration;

WHEREAS, the Board of Directors desires to adopt administrative Rules and Regulations in accordance with its authority as set forth above;

NOW, THEREFORE, the Board of Directors hereby adopts the following administrative resolution with respect to the enforcement of violations of the Declaration, By-Laws, or Rules and Regulations:

Requirements for residents' use and behavior within the Property are set forth in the Declaration, specifically but not exclusively in Article IV and the Rules and Regulations. The Declaration can only be amended by a vote of sixty-seven percent (67%) of the Lot Owners, but the Rules and Regulations may be amended from time to time by the Board of Directors.

The Management Company will make occasional inspections of the Property, as frequently as the Board deems necessary, in an effort to identify violations of the Declaration, By-Laws, or Rules.

Additionally, any resident wishing to make a complaint of a violation of the Declaration or Rules by another Regency Park Resident must do so via email or standard mail to the Management Company using the complaint form attached to this Resolution. Additional forms may be obtained from the Management Company and can also be found on the Association's website. Residents who lodge complaints by telephone to the Board will be directed to complete the complaint form, or no further action will be taken on the complaint.

1. The Board will review the inspection report and/or complaint to determine whether or not a violation of the Declaration or Rules and Regulations has occurred.
2. If it is determined by the Board of Directors that a violation has occurred, then either the Board of Directors or the Management Company will mail the Owner or Resident a notice informing the Owner or Resident of the violation with a response requested within five days from the date of receipt of the notice. This notice shall contain:
 - a. A description of the property damage or the violation;
 - b. The amount of the proposed Charge or Assessment to be levied against the Owner as a penalty;
 - c. A statement that the Owner has a right to a hearing before the Board of Directors to contest the proposed Charge or Assessment; and

- d. A reasonable date by which the Owner must cure the violation to avoid the proposed Charge or Assessment.
3. If the Owner does not request a hearing by delivering written notice no later than the tenth day after receiving the notice referred to in paragraph 2 above, then the right to a hearing will be considered waived, and the Board may immediately impose a Charge for Damages or Enforcement Assessment referred to in the notice. The Board may also allow a reasonable time to cure the violation before imposing a Charge or Assessment. The Enforcement Assessment shall include any processing fee charged to the Association by the Management Company and shall be levied for every month that the violation continues. The Charge for Damages shall be \$50.00 for the first violation and \$100.00 per month for each violation thereafter.
4. If an Owner requests a hearing, the Board will not levy the Charge or Assessment before holding a hearing. At least seven days prior to the hearing if one is requested by the Owner, the Association will provide the Owner with a written notice of the date, time, and location of the hearing.
5. If a hearing is held, and the Board decides at that hearing to impose a Charge or Assessment, then within thirty days following the hearing, the Board must deliver a written notice of the Charge or Assessment to the Owner.
6. If the Owner fails to pay the Charge or Enforcement Assessment within ninety (90) days from the date of notification of the Assessment, the Board may take further action to collect the Charge or Enforcement Assessment, including, but not limited to, filing a lien upon the Lot and foreclosing upon that lien in the same fashion as is outlined in the Assessment Collection Policy. All attorney fees related to the filing of the lien and collection of the Charge or Enforcement Assessment will be the responsibility of the Owner.
7. If the complaint is still not rectified after notice and hearing and a Charge or Enforcement Assessment is levied against the Owner as outlined above, the Association, through the Board of Directors, has the authority to file a lawsuit against the Owner seeking a Court order that the behavior cease and desist or that the violation be rectified. Under Ohio Revised Code 5312.13, the costs and attorneys' fees involved in bringing an action to enforce the terms of the Declaration, By-Laws, or Rules and Regulations will be charged against the Owner.

NOW, THEREFORE, be it resolved that a majority of the Board Members have voted in favor of the preceding Administrative Resolution.

Adopted this 14th day of November, 2013.

Margaret Roddy
By:
President

Jamie L. Miles
By:
Secretary

M. A. W.
By:
Treasurer