

Creek Bridge Covenant Enforcement

The Board is not a police force or legal system. It can only deal with covenant compliance issues and management of HOA common areas. Disputes with neighbors, builders, gov officials, ect... need to be resolved with those individuals, institutions or through the legal system.

STEP 1 - Board receives a complaint via mail, email, or hand delivery. (See Attached Complaint Form)

STEP 2 - Board decides if the complaint is valid and within the scope of the covenants. You should receive a response on if the Board decides to proceed or if not, why. Note - Resolutions take some time to accomplish, so please be patient.

STEP 3 - Board meets with the Owner & tries to find a solution to the covenant violation. Preferably face to face, however, phone or email may be required if that is not feasible.

STEP 4 - If a resolution cannot be reached within a reasonable timeframe (usually 1-2 weeks) /// Board sends a Letter to Owner setting a new deadline & outlining what further steps could be taken -- IE Fines &or Legal Action (including Legal Fees)

STEP 5 - If step 4's deadline is not met /// Board sends a Certified Letter notifying Owner of penalties being imposed for the covenant violation. Note - Legal action may be required in some situations, while not preferred this may be the only option available to resolve the covenant violation.

TYPES of FINES

MAJOR - \$100 per month. When the Covenants are very specific on what you can and cannot do. Examples, not submitting an ACC request for (sheds, home modifications, deck modifications, fences ect...). Improperly parked vehicles on property (Boats, RV, Trailers, Com Vehicles, ect...)

MINOR -- \$50 per month. What the Board feels the Covenants can be interpreted to cover. Examples, Define - excessive debris in drive way or front yard, general yard maintenance issues & appearance. Trees or bushes interfering with sidewalk access. Trash cans left curb side.

FINES NOT COVERED ABOVE**

COMMON AREA - Rules Violations -- 1st offence "Verbal Warning" -- 2nd \$25 -- 3rd \$50 ///
To include loss of access to common areas based on severity of incident as determined by the Board.

Any HOA Member may give a warning on what rule is being violated, not just a member of the Board

EXAMPLES -- Accessing pool area after hours, jumping over fence, glass containers in pool area, trash not cleaned up, improper use of furniture, accessing Club House without authorization

DAMAGE to Common Area Property -- \$100, plus actual cost for materials & labor to repair the damage, to include loss of access to common areas as determined by the Board.

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EXAMPLES -- Graffiti, putting items into the pool that clog filters & damage equipment, damaging landscape plantings, trashing the bathroom, damage to Club House building and furnishings.

***These violations/fines will be determined by the Board and based on available evidence to include witnesses & video recordings and sent by Certified Letter to the responsible Owner. An Owner has the right to make a presentation to the Board to clarify any issues before a fine becomes effective, but no more than 2 weeks after receiving a Certified Letter.*