

**LAKE HIGHLANDER RO ASSOCIATION, INC.
VIOLATION POLICY**

Pursuant to the authority within the Association's governing documents and Florida Statute Section 719.303, the Board of Directors hereby adopts the following Violation Policy which shall be in effect for Lake Highlander RO Association, Inc.

1. A "violation" refers to any action or condition on a Lot or the Common Area that violates any covenant, rule or policy contained within the Association's Amended and Restated Lake Highlander RO Association, Inc. Declaration of Master Form Proprietary Lease, Amended and Restated Bylaws, Rules & Regulations or Board Policies (collectively, the "Governing Documents"). A copy of the Governing Documents can be obtained from the Association's on-site office, 1500 County Road 1, Dunedin, Florida 34698 or through e-mail by contacting lhro@tampabay.rr.com
2. Violation Procedure:
 - (a) A violation may be identified by Association Board Members, residents or the Property Manager – and must be promptly reported to the Association's Property Manager via e-mail: lhro@tampabay.rr.com.
 - (b) Upon identifying a violation, the Property Manager will provide a 1st Notice of the violation to the owner and/or tenant and afford the owner or tenant a fourteen (14) day opportunity to cure the violation. The 1st Notice is a courtesy notice and will document the violation, identify the specific rule that has been violated, and will indicate how the violation may be corrected.
 - (c) If the violation remains uncured, the Property Manager will issue a 2nd Notice of the violation to the owner and/or tenant and afford the owner or tenant a seven (7) day opportunity to cure the violation. The 2nd Notice is a courtesy notice and will document the violation, identify the specific rule that has been violated and will indicate how the violation may be corrected.
 - (d) If the violation remains uncured, the owner will receive a Fining Notice letter indicating that a daily fine or suspension is being levied, and providing the owner or tenant with at least fourteen (14) days' notice of a hearing date before the Fining Committee. The daily fine amount is \$100, and fines may accrue for each day of a continued violation up to \$1,000, beginning with the date of the Fining Notice.
 - (e) A member of the Board or Property Manager will inspect the premises on the day of the Fining Committee hearing to determine whether the violation has been cured. If the violation has been cured, the Association will waive the fines.
 - (f) If the violation remains uncured as of the date of the Fining Committee hearing, the Association will seek the maximum fine amount of \$1,000.00 and the owner will have an opportunity to present evidence regarding the violation and remediation efforts, if any, to the Fining Committee.
 - (g) The Fining Committee's role is to accept or reject the fine proposed by the Association. If a majority of the Fining Committee approves the proposed fine, the Property Management

firm shall issue a letter to the owner advising him or her that the imposed fine amount is due to be remitted within five (5) days of the Fining Committee hearing and will be placed on the owner's account ledger five (5) days after the hearing. If the violation remains uncured after the fining hearing, the matter will be turned over to the Association's attorney to initiate litigation, at which point the owner may be responsible for the Association's legal fees.

- (h) Depending on the nature and severity of the violation, or in the event of a repeat violation within twelve (12) months, the Board reserves the right to escalate a violation directly to fining and/or to the attorney for litigation at any point.

3. This violation policy supersedes any previous violation policy both past and present.

The above violation policy and timeframes are intended to be a guideline and all actions are subject to administrative and processing delays. However, any deviation from this policy shall not constitute a waiver of any rights or remedies of the Association in having violations resolved.

Approved by Board on this ____ day of _____, 2021

Signed: _____ Title: _____

Print Name: _____