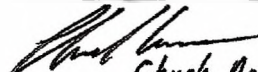


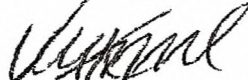
**MARSHALL WOODS HOMEOWNERS ASSOCIATION**

**RESOLUTION REGARDING PROCEDURES DESCRIBING  
THE FILING OF COMPLAINTS AND THE LEVYING OF FINES  
FOR VIOLATION OF GOVERNING DOCUMENTS**

1. All complaints or violations of covenants and/or architectural guidelines/rules must be made in writing by the unit owner and submitted to the management office. Complaint/Action may also be initiated by the Community Manager.
2. The complaint/report must state the following:
  - a) The nature of the complaint/violation.
  - b) The date and approximate time of the violation.
  - c) The approximate location of the violation.
  - d) The name and unit address of the offending party.
  - e) The name and address of the person reporting the violation.
  - f) A statement that the reporting person actually observed the violation (if applicable).
  - g) Any other information that may aid the Board of Directors in resolving the complaint/violation.
3. The sequence of events in requesting rules/covenant compliance shall be as follows:
  - A. The Board of Directors or its authorized representative shall send a letter to the unit owner requesting compliance with said request. Regarding violations, if in the opinion of the Board of Directors or its authorized representatives, the reported violation does not immediately endanger other residents or common property and can best be cured by a warning, the Board of Directors or its authorized representatives shall send a letter to the offending party describing the violation and demanding (1) that any such violation cease immediately and (2) (if applicable) any common areas damaged by the violation be restored.
  - B. If the party does not respond or comply within ten (10) days, a second notice will be sent, informing the party that continued non-compliance will result in the levying of a fine of \$10.00 per day until resolved.
  - C. If the party does not comply with the above warning letter within ten (10) days from the date of the letter, a third and final notice will be sent imposing a fine of \$10.00, and a \$10.00 a day fine until the issue is resolved, and the fine paid.
  - D. At any time, the party may request a hearing with the Board of Directors to resolve the matter. However, this request must be made not later than ten (10) days after the date of the final notice letter. A notice will be sent to the party stating the date, time and place of the hearing.
  - E. If the violation or non-compliance continues, the matter will be turned over to the Association's Attorney.
  - F. If the Association Attorney must be secured to enforce the rule and/or to collect the fine, all court costs and attorney's fees and miscellaneous costs of enforcement or collection will be charged to the offending unit owner as an additional assessment to that unit or as a lien against the unit.

Adopted this 19<sup>th</sup> day of MARCH, 2008.

  
Chuck Armen Vice President

  
Victor Kimmel Director

  
ROBERT RAY TRES.

Marshall Woods Homeowners Association

By: 

Adam DelDuca, President

ATTEST

By:

  
Michel Sadaka, Secretary