



Signal Butte Ranch Community Association Assessment and Violation Policies

Effective 5.8.25

1. Assessment Collections Policy

Assessment Due Date: \$62 due the first of every month

Delinquency Timeline & Charges:

| Past Due | Action Taken | Fee Assessed |
|-----------------|-------------------------------------|---------------------|
| 30 Days | Late fee applied <u>on</u> the 30th | \$15 |
| 60 Days | Collections Notice Sent | \$55 |
| 90 Days | Collections Notice Sent | \$55 |
| 120 Days | Collections Notice Sent | \$55 |
| 150 Days | Intent to Lien notification sent | \$55 |
| 180 Days | Lien recorded + 12% interest | \$265 |

Every month an additional collections notice is sent \$55 + Lien accrues 12% interest

18 months delinquent or balance exceeds \$10,000 \$5,000+ *

*Once an account reaches 18 months delinquent OR exceeds \$10,000 in unpaid assessments, fees, and charges, the account will be turned over to a Collections Attorney. Referral to legal counsel may increase the total balance owed by approximately \$2,000 to \$5,000 or more due to attorney fees, court costs, and additional enforcement expenses.

If you are behind in payments, please come speak to the board to work out a payment plan. We will work with you to help you avoid expensive lien and collection fees.

Payment Remittance Address:

Signal Butte Ranch Community Association

P.O. Box 98526

Phoenix, AZ 85038-0526

Must include account number on check

2. Violation Policy

To maintain a safe, clean, and harmonious community, Signal Butte Ranch has established the following process for addressing violations of the community's CC&Rs and rules:

Violation Observation & Fine Schedule:

- **1st Observation:** Courtesy Email
- **2nd Observation:** Mailed Letter, \$0 Fine
- **3rd Observation:** \$50 Fine
- **4th Observation:** \$100 Fine
- **5th Observation:** \$150 Fine
- **Right to Cure Certified Letter:** \$55
- **HOA Cures Violation at homeowner expense:** \$200 Minimum

*Each observation will be at least 20 days apart.

4. Appeal Policy

Homeowners may submit a written appeal regarding violations, fines, or late fees to the Board of Directors via the resident portal Requests tab. Appeals are reviewed on a case-by-case basis.

Fine Waiver Eligibility:

- Homeowners are eligible for a fine waiver if:
 - The homeowner is current on assessments or has a board approved payment plan to become current.
 - Any violations have been corrected.
 - No previous waivers have occurred within the past year.

6. Communications

All community announcements, violation notices, billing communications, and community documents are available to view via **the Resident Portal at SignalButteRanch.com**. Homeowners are encouraged to log in regularly to monitor account activity and view community updates.