



## Signal Butte Ranch Community Association Assessment and Violation Policies

Effective 3.12.26

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### 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 and Subsequent Observations:** \$100 Fine
- The board reserves the Right to Cure the Violation at homeowners expense: \$200 minimum.

In this event, a Cure Certified Letter will be sent 30 days beforehand: \$55

\*Each observation will be at least 20 days apart.

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## 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.
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## 6. Communications

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