

TAXCO RULES

Animals

- A1. Only dogs, cats or other household pets may be kept, subject to Association rules, in units.
- A2. The Board may order the immediate removal of any pet, which in the Board's sole discretion, causes a nuisance*, danger to other residents*, or disturbs the peace of others*. The removal will be at the owner's expense. (* In the opinion of the Board).
- A3. You are responsible to clean up after your animal if it defecates on Association property.
- A4. The number of dogs and cats are restricted to a total of three, that weigh a combined total of not more than 40 lbs., with no one animal weighing more than 30 lbs. Removal of animals that do not meet these specifications will be the owner's responsibility and expense.
- A5. All dogs must be kept on a leash when outside of their owner's unit and no animal is allowed in recreational areas.

Board

- B1. The Board of Directors (BOD) is empowered to adopt, change, remove or make additional Rules and Regulations as required without the consent of the Association. Owners, Residents and Guests are to abide by all rules; any violation of a rule(s) may subject the unit owner to a fine.
- B2. No unit owner or resident shall physically or verbally abuse, direct, interfere, send on an errand, supervise or in any way attempt to assert control over employees or contractors hired by the BOD or the management company.
- B3. Any item or items deemed, in the judgment of the BOD, objectionable or detracting from the appearance of TAXCO can be ordered removed by the BOD.
- B4. A fine, up to \$1,000.00 per incident, may be levied on the owner of any unit by the BOD, whereby the Owner, Resident or a Guest of the owner or resident physically or verbally abuses a member of the Board because the person is a Member of the Board, or because the person was a member of the Board of Directors. A Tribunal formed by the Taxco Board of Director shall review the facts and make a recommendation to the Board as to what action, if any, shall be taken. The Board will vote on the recommendation at the next monthly meeting. Any legal or other expenses associated with such a violation shall be levied on the owner of the unit. See Taxco Schedule of Fees and Fines (attachment 1).
- B5. The Past Due Accounts, Policies & Procedures (attachment III), Schedule of Fees and Fines (attachment I), and Pool Rules (attachment II), are part of the Association Rules of Taxco.

- B6. A **Residential Information Form**, obtained from the Management Company, is required to be submitted by owners who rent, lease, lend, or allow someone other than the owner of the unit to occupy a Taxco Condominium unit. The form must be completed by the owner or his agent and returned to the Management Company within thirty (30) days of said occupation. A new form must be submitted each time there is a change in occupancy or a change in information that was filed. It is the responsibility of the owner to ensure that occupants of his unit have a current copy of the Taxco Rules, CC&Rs and Bylaws.
- B7. A fine of not less than \$50.00 per occurrence may be levied on the unit owner if the unit owner, resident, guest of the unit owner or resident, disrupts (in the opinion of the majority of the Board) a Board Meeting, Executive Board Meeting, Special Board Meeting, Hearing, Board Tribunal, or any other meeting called by the Board.

General

- G1. Warning -The driveway and parking spaces are not play areas; if you allow your children to play in these areas you do so at your own risk. Taxco has a playground for this use. In no circumstances shall tether balls, ramps for the use of skate boards, bicycles, skates, etc. be set up in the driveway or parking areas.
- G2. Children under the age of 18 are not allowed in the Association's common area between the hours of 11:00 PM and 6:00 AM, unless accompanied by an adult.
- G3. Playground: Children's activities shall be supervised by an adult. No supervision of the playground is provided by the Association, nor does the Association assume any liability in the use of the playground.
- G4. Owners or residents who wish to plant plants or flowers anywhere on Taxco grounds must first submit a written plan to the Board of Directors. The Board may approve, modify or deny this written request. Do not plant first and then ask permission, you may be charged with the removal of the plantings. Trees in patios are the unit owner's responsibility.
- G5. Sidewalks, entrances, passages, stairways and driveways shall be used only for the purpose of the lawful access or exit from the premise. No carriages, motorcycles, bicycles, skateboards, wagons, shopping carts, planters, chairs, tables or any other objects shall be left unattended or stored thereon. No personal property, other than patio furniture, BBQs where permitted, or planters shall be placed on a unit owner's patio or balcony without the written Board approval.
- G6. No items shall be attached to, shaken, thrown or hung from any windows, doors, terraces, balconies or patios. No clotheslines shall be used anywhere within Taxco.
- G7. Garbage shall be deposited only inside the trash containers provided.
- GS. Nothing shall be attached to, painted, scribed into, moved, removed or placed upon the common area property, the outside walls, doors or roofs of the buildings, nor shall any screen doors be installed without the prior approval of the Board of Directors.

G9. KEEP OFF THE GRASS -This is an **official notice** to all residents and unit owners to use the sidewalks and other paved areas to walk on. The grass areas (except for the playground) have recessed areas for sprinkler heads, water valves, etc. and other hazards which cannot always be readily seen. If you choose to walk in the grass areas of Taxco you do so at your own risk. It is your responsibility to warn your guests to keep off the grass.

Laundry Room Rules

- L1. The laundry rooms are for resident, non-commercial use.
- L2. It is your responsibility to remove your clothes from the washers or dryers within 20 minutes after the cycle has ended. If you do not **expect** that others who wish to do their laundry will remove your clothes from the machines. In the case of a dryer your clothes may not be fully dry and you will have to wait until another dryer is open for use. Please be courteous and remove your clothes promptly.
- L3. The use of the washers and dryers are at your own risk, the Association does not own them; they are the property of the WEB Company. If you experience problems with any of these machines, contact the WEB Company using the telephone number listed in the laundry rooms.

Units

- U1. No barbecues are permitted on wooden decks or balconies where there is a wooden overhead structure. Barbecues on cement patios shall not be used under the wooden balcony of the unit above or any other wooden structure.
- U2. All plants placed on second story railings must be secured.
- U3. Each unit is supplied with a smoke detection device. It is the responsibility of the unit owner to ensure that the device is operable and to replace it or its batteries if necessary.
- U4. All units shall keep the volume of their televisions, radios, stereos, or any other noise or conversations below the level, which can be heard from outside of their unit.
- US. Window coverings or drapes shall have an exterior surface or lining as designated by the BOD.
- U6. The use of water beds above the ground level required the pre-approval of the Board before their installation.
- U7. Plumbing -it is a safety violation to allow a plumber to run off the water supply to any part of the complex without first getting permission from the Management Company. The Management Company if given advance notice, will post the times and dates that the water will be turned off. There may be a charge to the unit owner involved, also, the unit owner is responsible for the cost of any damages that may occur. No warning letters are issued for safety violations.

Vehicles

- V1. Restricted parking -beginning on May 1, 1999 you must have a valid Taxco Parking Permit attached to the back of your rear view mirror, so that it is visible through the car's front windshield to park anywhere on Taxco's property. Vehicles without the Taxco permit are subject to towing at the owner's expense. To get the permit the owner of the unit will need to fill out a permit form obtained from the Management Company or at a Board meeting.
- V2. The use of the driveways, carports and parking areas are restricted to the lawful parking, entry and exit of residents and their motor vehicles. No one may sleep or "set up housekeeping" in a vehicle parked on Association property.
- V3. Only operable (owner may be asked to start and move a vehicle to prove functionality) motor vehicles that are 7 feet or less in height, 18 feet or less in length and 6 feet or less in width may be parked on Association property. No recreational vehicles, motorhomes, travel trailers, boats, trailers, trucks, etc. (Pickup trucks that meet the above dimensions are permitted) may be parked on Association property. All vehicles parked on Association property must have current registration tags or have filed a non-operating registration with the Department of Motor Vehicles. A copy if the non-operation registration needs to be filed with the Management Company and the vehicle must be parked in your assigned (carport) parking space.
- V4. Vehicles parked in red curb areas, white striped areas or posted "NO PARKING" areas will be towed without notice at the owner's expense. Abandoned vehicles or vehicles that, in the sole discretion of the Board of Directors detract from the appearance of Taxco will be removed from the Association property at the owner's expense after due notice (by placing a notice on a window of the vehicle).
- V5. No part of Taxco shall be used for the repair, maintenance (including oil changes), washing, construction or reconstruction of any vehicles, boats or any other items. Inoperable vehicles shall not be stored or parked on the premises.
- V6. All vehicles must be kept in good operating order, all leaks of oil or other substances must be cleaned up immediately and the vehicle repaired to prevent future leaks. Oil, etc., that is not cleaned up shall be cleaned up by a contractor hired by the Association. The owner of the vehicle will be charged the costs of the cleanup and a \$50 fine.
- V7. **Car Alarms** -the sounding of a car alarm for more than 30 minutes within a 24-hour period is a violation of Taxco's noise rules. If your vehicle alarm sounds longer than 30 minutes you will receive a fine starting at \$50.00 for the 1st violation. If our vehicle alarm sounds more than 60 minutes your vehicle may be towed at your expense. This is the one and only warning you will receive on car alarms. If you plan to go on vacation, etc., make arrangements with a resident to turn your alarm off if necessary.

POOL RULES

The Taxco Homeowners Association "assumes no responsibility in the use of the pool/spa; you use these facilities at your own risk.

- P1. Effective May 1, 1999, residents using the pool/spa must be ready to show their Pool Pass to verify their right to use the facility.
- P2. The pool area is open for **resident** use **at their own risk; no lifeguard is on duty**. Unit owners who are NOT residents are NOT authorized to use the pool.
- P3. The pool/spa is open from May 1 through October 31, between the hours of 10:00 A.M. and 10:00 P.M.
- P4. Radios, etc. shall be kept at a volume that does not disturb unit owners surrounding the pool area or other users in the pool area. You must reduce the volume if requested by others or face a fine".
- P5. Children under 14 years of age must be supervised by an adult,
- P6. Frisbees, balls, rafts, toys, or inflatable objects are not permitted in the pool or spa.
- P7. No glass, running, diving, jumping or horseplay is allowed in the pool area.
- P8. Swimming attire (designated and sold to be used while swimming) must be worn in the pool or spa No cutoffs, shorts, jeans or other clothing are permitted in the pool or spa.
- P9. A resident must be physically present on the pool area for their guests (**maximum of 4 guests**) to use the pool and/or spa. Residents are responsible for the actions of their guests.
- P10. Life saving equipment shall not be used as toys or flotation devices.
- P11. No one in diapers (or who should be in diapers) is allowed to use the pool or spa. If anyone violates this rule, and the pool or spa tests positive for E-coli bacteria or other harmful substances, then the unit owner will be charged for the costs to drain and clean the pool, replace filters and refill the pool. This is in addition to the \$5000 or more fine that will be levied against the owner.

The intent of these Rules is to provide a safe, healthy, place for Taxco residents to joy. Violation of these Rules subject the unit owner to a fine and the violator, may be ejected from the pool area for the day.

Tribunal Procedures

1. A Tribunal of three owners, selected by the Board, may be called by either a homeowner's or Board member's request to hear allegations of a rule violation.
2. It is the responsibility of the persons involved to gather evidence, request the presence of witnesses and prepare and present their own cases.
3. Neither the Board, the management company or the Tribunal will depose anyone, look for witnesses or gather any evidence of any kind for a Tribunal hearing; that is the responsibility of those involved.
4. All costs involved in a Tribunal hearing will be borne by the homeowners involved. The Homeowners Association will not reimburse anyone for any expenses involved for the preparation or attendance of a Tribunal hearing.
5. Notification of a Tribunal hearing will be sent by U.S. Mail to all parties involved, unless all parties are present at a regular Board meeting when the time and place of the Tribunal hearing is set up.
6. The Tribunal will hear the testimony of the owners, their witnesses and view any evidence presented at the hearing and base their decision solely on what transpires at the hearing. Within 21 days of the hearing, the Tribunal will meet in closed session to discuss the hearing and vote on the matter(s) involved. If the violator is found guilty, they will recommend a fine. The Tribunal will present their decision to the Board at the next Board meeting. If a fine is involved, the Board will vote on the fine. The Board will mail the verdict to the persons involved. The verdict will not discuss the reasons for the verdict, just give the verdict itself.
7. The use of a signed statement by a witness in lieu of attending a hearing will have limited value since there is no opportunity of the opposing party of the Tribunal to cross examine the witness.
8. The verdict of the Tribunal may be appealed to the Board of Directors. Reasons for the appeal must accompany the request for the appeal. If, in the judgment of the Board, the reasons given for the appeal are compelling, the Board will set up an executive session of the Board to hear the parties involved and render its own decision. If the reasons for appeal are not compelling, in the judgment of the Board, the appeal will be denied.

Taxco Plumbing Repairs & Water Shut Off Policy
Updated 1/8/18

The following policy must be followed if you need to shut off the water for any Owner plumbing repairs:

1. 48 hour notice must be posted on all doors in your building, as well as the building attached to your unit. This notice must contain:
 - 1) Contact name
 - 2) Phone number (of resident, owner, or property manager for that unit, in case management or your neighbors need to reach you)
 - 3) Date of shutoff
 - 4) Which two (2) hours the water will be shut off - A \$100 fine **Per Hour** will be assessed beyond these two hours allowed.
2. Call to hire the Association's current plumbing company to turn on and off Taxco's recirculating pumps.
3. In the event that this policy is not followed completely, a \$100 fine will be assessed to your account.

Turning off the valves at the front of the buildings (for any reason), then turning them back on, creates air in the line. This creates problems with the hot water for a building, and sometimes adjacent buildings. In addition, turning off the water without turning off the recirculating pumps may cause Taxco's pumps to burnout.

If you need to shut off the water for any reason, you must contract Taxco's current plumbing company to shut off the water at the boilers, then turn them back on after your plumbing issue has been resolved. In the event you do not follow this procedure, you will be billed for the Association's plumbing expenses (in addition to above fines) to correct the issues with the hot water and potentially burning out the recirculating pumps.

After hiring Taxco's plumber to shut off and on the recirculating pumps, you may use any licensed and insured contractor for your plumbing work. Because it's required to hire the Association's plumbing company to shut off and on Taxco's pumps before and after work, it may be less expensive to hire the Association's plumbing company for the entire plumbing job.

Residents are only allowed to turn off the water for two (2) hours maximum. The Association highly recommends that a shut off valve be installed inside the unit when having plumbing work done. In most cases, this will allow a unit to keep its individual water off as long as needed without affecting its neighbors and incurring fines. In the event that your shut off valve does not isolate your unit, the two (2) hour maximum time limit will be in force.