



Riverbend POA Corrective Action Plan for Incidents

The Riverbend POA Board will take the following actions to correct the cause of a problem and prevent it from happening again. The problem identified may be any one or more of the "Incidents Warranting Response" listed on the [POA Website](#) under "Security Committee Documents." Each of the four actions listed below pertain to successive incidents of a similar nature and caused by the same individual(s). If a person is identified as responsible for more than one different problem, he or she will become the recipient of a set of Board actions for each problem.

1. **First Incident Action** includes: (a) a warning telephone call to the property owner from either the Riverbend Security Committee or the POA Board, (b) documenting the incident (including the telephone call) using the "Riverbend Incident Report" attached to the "Incidents Warranting Response" listed on the [POA Website](#) under "Security Committee Documents" and (c) emailing a copy of the Riverbend Incident Report to the POA Board.
2. **Second Incident Action** taken within six months of the first incident, consists of a certified letter, to the property owner, from the Board advising of a \$100 fine for another incident within six months of the previous incident.
3. **Third Incident Action** taken within six months of the second incident, consists of a: (a) certified letter, to the property owner, from the Board and (b) \$100 fine.
4. **Fourth Incident Action** taken immediately after the third action (giving adequate time for the receipt of the letter), consists of: (a) \$100 fine and (b) decision by the Board to issue an affidavit against the property owner (and any other responsible parties) to be heard before the Rutherford County Magistrate Court; using the attached Magistrate Affidavit form.
 - a. The maximum sentence the magistrate court can impose on an adult is imprisonment and a fine.
 - b. If the incident involves problems caused by people renting a Riverbend property that is managed by a management company, at the time of the fourth action, the Board may decide to restrict that management company from operating in Riverbend.

Suspect (Defendant) Name _____

Race _____ Sex _____ Date of Birth or Age _____ Phone Number _____

Address _____

City _____ State _____ Zip Code _____

Affiant (Your Name) _____

Race _____ Sex _____ Date of Birth/ Age _____ Phone Number _____

Address _____

City _____ State _____ Zip Code _____

Date of Offense _____ Location of offense _____

Relationship to the suspect _____

Have you ever charged the suspect with a before? _____

Has the suspect ever charged you with a crime? _____

Was law enforcement involved? _____

Have you spoken with another magistrate about this matter? _____

Description of Incident: (If not enough room use back of page)

An affidavit is a statement given under oath that its contents are true and accurate. Any false statement or information contained in this affidavit may be subject you to prosecution for the felon of perjury, NCGS 14-209 or under other statutes that prohibit false statements under oath. False statement or the unauthorized disclosure of information protected by law from disclosure also might subject you to civil liability to any person harmed by those statements. This Affidavit may be disclosed to the public as provided in the North Carolina Public records Act, NCGS Chapter 132, and related statutes. You cannot prevent that disclosure by marking statements with "confidential," "privileged," or any similar terms.

Date _____ Signature of Affiant _____

Sworn/affirmed and subscribed to before me: _____ Date

Signature of Magistrate _____