



Country Village Townhouse Association

Annual Community Inspection Policy

WHEREAS, the Board of Directors of the Country Village Townhouse Association, Inc. is empowered to govern the affairs of the Townhouse Association pursuant to Article II, Section 2.0 of the Bylaws.

WHEREAS, the Declaration of Covenants, Easements, Conditions, Bylaws and Rules and Regulations of the Country Village Townhouse Association set forth certain standards and restrictions with the intent to provide for, among other things: 1) the continued appearance of the property; 2) the protection of property values and 3) promote the safety, health and welfare of the members, and

WHEREAS, the Article V, Section 8.0, Paragraph (D) of the By-Laws states that "Those areas of the Lots exposed to public view shall be kept clean and in good appearance at the sole cost and expense of the OWNERS thereof."

WHEREAS, the Article V, Section 8.0 of the By-Laws states that "All maintenance, repairs and replacements to any LOT, whether structural or non-structural, ordinary or extraordinary, shall be made by the OWNER of LOT..."

WHEREAS, the Article II, Section 2.0, Paragraph (P) of the By-Laws sets forth the powers and duties of the Board of Directors, and includes, but not limited to, "The power to enforce the DECLARATION and any easement and deed restrictions placed on the LOTS."

WHEREAS, the Board of Directors has a fiduciary duty to establish steps and make every effort to collect delinquent charges and

NOW, THEREFORE, BE IT RESOLVED THAT the following policies are adopted for Annual Community Inspection Policy.

CVTA requires its managing agent to conduct an annual community inspection with the ultimate goal being to maintain property values. This inspection will be conducted in May to evaluate individual home exteriors and yards for overall appearance.

Following an inspection, identified deficiencies and necessary remediation will be brought to the attention of the individual property owner and, depending on the nature of the deficiency, the owner will be provided an expected date of completion of the correction.

Annual Community Inspection Policy:

- Category I, Minor Deficiencies, *include, but are not limited to:*
 - Clean siding, repair or paint exterior door trim, gutter cleaning, exterior light repair, fence repair, deck repair, garage door painting, removal or trimming overgrown shrubs or trees and lawn and landscaping maintenance.
 - These deficiencies must be corrected by *September 1st* of the current year.
- Category II, Major Deficiencies, *include, but are not limited to:*
 - Driveway, roof, porch, steps, siding replacement; house painting; deck replacement and fence replacement.
 - These deficiencies must be corrected within one year.

Should the deficiencies not be corrected by the identified deadline the following fine structure will be employed:

- Category I, Minor Deficiencies' will incur fines of \$100 with payment due within 30 days.
- Category II, Major, Deficiencies' will incur fines of \$200 with payment due within 30 days.

Past due homeowners' Annual Inspection Deficiency Fine Payments will be dealt with through the following procedures:

- Should the payment become 30 days past due a final statement for payment will be sent to the owner from the Association's managing agent.
- Should the payment become 60 days past due the Association's attorney will send a collection letter, which will be billed to the owner's account at the standard professional fee. The current fee is \$150.00* per letter.
- Should the payment become 90 days past due a lien will be placed on the property at the current fee of \$300.00* In addition, the Association's attorney may take additional legal action including, but not limited to, court action. All associated expenses including attorney's communications and legal fees associated with court actions will be billed to the owner's account at the current standard professional fee. The current fee is \$300.00* per hour.

The goal of the above revision is not to enrich the Association's treasury, but to minimize if not extinguish the costly and time consuming problems created by a small minority of owners. In addition, these policies should not send a harsh or unpleasant picture of Country Village to current or prospective owners. Rather, they are intended to send a message that Country Village is serious about maintaining its high standards and property values and that the inactions of a few will not negatively impact the majority.

(*Fees are subject to change based on attorney's rate).