



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 or such 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.

Minor deficiencies not corrected by Sept. 1st will continue to incur penalties of \$100/month until resolved satisfactorily.

- 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.

Major deficiencies not corrected by the 1-year date will continue to incur penalties of \$200/month until resolved satisfactorily.

Upon completion of the necessary remediation it will be the owner's responsibility to notify the Managing Agent so that a final inspection can be arranged.

Should penalties continue to accumulate due to uncorrected deficiencies the following actions may be considered by the Board:

1. "Friendly" reminder letter.
2. Collection letter from the Association's attorney, the cost of which will be billed to the owner's account (current rate @ \$150/letter).
3. Lien placed on the property with associated legal expenses billed to the owner.
4. Action in small claims court. Legal expenses incurred by the Association will be billed to the owner (current attorney fees are \$300/hour)."

Country Village Board of Directors

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

(11/27/17)