

RESOLUTION 2015-1
of the
Board of Directors
of
CAMPUS EAST COMMUNITY ASSOCIATION, INC.

PROPERTY INSPECTION EXTENSION PROCESS

WHEREAS, Campus East Community is only doing 1/3rd of the properties for inspections each year. In order to process paperwork before the end of the year, we make the following process resolution:

- A. Currently the Board of Directors has authorized the Association Office to grant a 30 day extension to the initial inspection without having to go to the Architectural Control Committee (ACC) or Board of Directors. With this resolution we hereby revise this policy so that the Association Office can grant a 30 day extension within the first 30 days of the initial inspection and all requests must be made in writing from the Homeowner or Management Company.
- B. After 30 days from the date of the inspection, if Homeowner or Management Company does not request an extension but attends the ACC Meeting to which they have been invited, the ACC is authorized to grant a 30 day extension. However, if Homeowner or Management Company chooses to not attend the ACC Meeting but submits a written extension request for review by the ACC, the ACC is authorized to grant a 30 day extension.
- C. Once a homeowner is sent a 10:30 letter, extensions will no longer be granted by the ACC or the Association Office. If within the 10:30 process, the Homeowner completes all items requested by the inspection all fees will be waived except for the certified letter fees. A list of completed inspections will be provided to the Board of Directors in order for the Board to assess the certified letter fees at the next Board Meeting.
- D. During the Impending Legal Action (ILA) phase, the Homeowner or Management Company will be asked to attend the next Board Meeting. If Homeowner or Management Company requests in writing an extension prior to the Board Meeting or at the Board meeting in person, the Board of Directors in its sole discretion, may grant an extension not to exceed 30 days.
- E. A list of inspections that have not been completed by November 15th each year will be provided to the Board of Directors for their review and approval to be sent to the attorney during the December Board Meeting. No extensions will be granted at this point.