

**COASTAL OAKS AT ATLANTIC BEACH HOMEOWNERS
ASSOCIATION, INC.
RESOLUTION
CEC“COVENANT ENFORCEMENT COMMITTEE”**

Resolution No.: ___3-2022

WHEREAS, Coastal Oaks at Atlantic Beach Owners Association, Inc. (Association) is organized pursuant to Chapters 617 and 720 of the Florida Statutes to operate a residential subdivision: and, the Board of Directors believes that it is in the Association's best interest to appoint a committee to act on certain items, as more particularly described in the Charter below;

IT IS THEREFORE RESOLVED, that the Board of Directors of the Association here by creates this "Covenant Enforcement Committee"(the "CEC") Charter and establishes as follows:

Purpose

The purpose of the CEC is to assist in preserving the Property and Home site appearance and quality of life in the Coastal Oaks at Atlantic Beach Community. This CEC Charter governs the operation of the Committee established by the Board. The CEC is expected to gain a detailed understanding of the Association's Declaration and Design Guidelines of Covenants, Conditions, Restrictions and Easements ("Declaration"); Rules and Regulations; and Architectural Guidelines approved by the Board, in addition to the conceptual mission statement presumed by the Florida Statutes that govern community associations, and shall be responsible for the following:

Organization The Board shall appoint all members of the CEC. No individual may serve on the CEC unless he or she has been appointed to the CEC by the Board.

In addition:

- A. Have a minimum of three (3) and no more than five (5) members who are owners in good standing with the COAB Homeowners Association in all of the Lot/Homeowner's financial obligations to the Association;
- B. No members of the Board of Directors or members of the Board of Directors family may serve on the CEC nor may any of the employees of the Association serve on the CEC;
- C. The CEC may recommend new members to the Board for official appointment only if the CEC members have given a majority vote of approval for the Recommendation and said vote is recorded in meeting minutes.
- D. CEC Members shall serve for one year subject to renewal by mutual agreement of the member and with the majority of the Board of Directors approval.
- E. Any member of the CEC may resign at will.
- F. The CEC may recommend removal of a member only if the CEC members have given a majority vote of approval for the Recommendation and said vote is recorded in meeting minutes; however, should a CEC member miss (2) consecutive meetings there is ground for removal from the CEC by the Board of Directors.

- G. The CEC shall appoint a chairperson to be the CEC's primary contact with the Property Manager and the Board of Directors.
- H. The CEC may communicate electronically or in any other fashion. The dates and times of meetings shall be provided to the Property Manager and the Board of Directors at a minimum of **fourteen (14) days in advance** so that notice of the meeting can be properly made to the owners with two (2) violation notices. The property manager may attend the CEC meetings.
- I. CEC hearings shall be limited to 10 minutes for each owner to present their case.
- J. Minutes shall be taken at all CEC meetings by a CEC member appointed by the Chairperson.
- K. Proposed minutes shall be forwarded of all meetings to the Property Manager and Board of Directors within two (2) days of the CEC meeting.
- L. A member of the CEC shall give a written report at all scheduled meetings of the Board of Directors. A verbal report shall be given at the annual member meeting.

Responsibilities and Duties

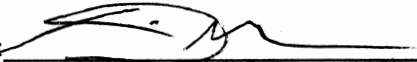
To fulfill its responsibilities and duties, the CEC shall:

- A. Comply with the Coastal Oaks at Atlantic Beach Homeowners Association's Covenants, ByLaws, Architectural Guidelines, any other COAB governing documents and Florida Statute 720 Homeowners Associations.
- B. Enforce compliance of the Association's governing documents consistently and uniformly throughout the Association property.
- C. Serve as the hearing tribunal of the Association for addressing matters relating to community standards or violations of the Rules and Regulations, Architectural Guidelines, ByLaws, and Declaration.
- D. The CEC may assist the Property Manager in identifying violations of the governing documents.
- E. Determine if the violation penalties in accordance with the procedure approved by the Board and this Charter shall be upheld.

This CEC Charter may be amended or revoked by the Board of Directors at any time by a majority vote of the Board of Directors.

The foregoing resolution is adopted effective as of this 26 day of APRIL, 2022.

President: 
Robert Stanton

Secretary: 
Elliott Moore