

**RESOLUTION ADOPTING  
A DEED RESTRICTION ENFORCEMENT PROGRAM**

The following Deed Restriction Enforcement Program was approved by the board of Directors of Olde Oaks Community Improvement Association, Inc on the 8<sup>th</sup> day of November, 2011.

- The following procedures have been approved by the Board, and will be implemented by the management company under the direction of the Board. The intent of the program is to encourage owners to properly maintain their property to the general betterment of the community. Guidelines for the program will be derived from the Association restrictions and related resolutions.
- **The association management company will conduct a monthly Deed Restriction survey for properties in the subdivision to identify deed exceptions.** Documentation of exceptions and all follow-up activity will be entered into the Subdivision database and reported to the board in a monthly report. Digital photographs will be taken of more significant violations.
- **The management company will implement one or all of the following steps following the monthly survey.**
  - **Minor Infraction:** Reminder notice sent to owners where a minor violation was noted. No follow-up will be taken for these issues unless they recur.
  - **First Notice:** Sent to owner as soon as practical following initial recognition of a significant violation or when a minor violation continues over several survey periods.
  - **Second Notice:** Letter sent to owner if a violation that has received a first notice in the prior month has not been resolved in the current inspection.
  - **Delinquency Notice (Certified Mail):** Letter sent to owner if a violation has not been cleared within the notice period required in prior notices. This notice is sent via certified mail followed by regular mail in 5-7 days. The letter is constructed to establish a basis for legal action should Board decide to turn the case over to the Attorney. The owner is assessed a Delinquency fee and certified letter fee in conjunction with this notice.
  - **Legal Action:** May be authorized by board if property owner does not resolve the outstanding issue within the 30 day delinquency notice period. All related legal fees will be assessed to the property owner.
  - **Force Mow (Certified Mail):** If the violation is lawn maintenance the Board may chose to place the property on the mow list and have the landscape contractor maintain the property. Costs for the mowing will be added to the owners account.
  - **Lien:** If the infraction is significant Board may chose to execute a lien against the property in conjunction with other actions.

CERTIFICATION

"I, the undersigned, being the Secretary of the Olde Oaks Community Improvement Association, Inc., hereby certify that the foregoing Resolution was adopted by at least a majority of the Olde Oaks Community Improvement Association, Inc. Board of Directors."

By: \_\_\_\_\_

Vincent Perna, Secretary

Date: \_\_\_\_\_

12/5/11