

**THE UNIT OWNERS ASSOCIATION OF
HERITAGE HUNT CONDOMINIUM I**

**POLICY RESOLUTION NO. 2
KEYS TO UNITS**

Relating to Condo Board Possession of Unit Keys

WHEREAS, Article VI, Section 8 (b) of the Bylaws of the Unit Owners Association of Heritage Hunt Condominium I (Bylaws) permits the Heritage Hunt Condominium I Unit Owners Association (Condo Association) or its designees the immediate right of entry into any Unit in the case of an emergency, whether the Unit Owner or other occupant is present or not, and

WHEREAS, Article XI, Section 1(o) of the Bylaws provides that the Board of Directors of the Heritage Hunt Condominium I (Condo Board) may retain a pass key to all Units, and

WHEREAS, for the purposes of this Policy Resolution concerning emergency situations, the term "Unit" shall also include limited common areas such as storage units, balconies and water heater closets, and

WHEREAS, the Condo Board has determined that a key to each Unit being provided to the Condo Board by each Unit Owner is the equivalent to retaining a pass key and that it is in the best interests of all Unit Owners that the Condo Board have a key to each Unit in the event of an emergency, and

WHEREAS, the Condo Board deems it appropriate to establish rules, regulations, and procedures concerning the retention of the Unit keys by the Condo Board:

NOW THEREFORE, BE IT RESOLVED THAT the rules, regulations, and procedures detailed below pertaining to the retention of keys to Units by the Condo Board are hereby adopted by the Condo Board:

1. Each current Unit Owner shall immediately provide the Condo Board a set of keys sufficient for entry into the Unit.
2. Within 15 days of the date of settlement for the sale of a Unit or the execution of a lease on the Unit, the Unit Owner shall verify to the Condo Board that the keys held by the Condo Board for the Unit are sufficient for entry into the Unit.
3. Within three (3) days of adding to or changing any lock in the Unit, the Unit Owner shall provide key(s) to the new lock(s) to the Condo Board.
4. The Condo Board shall make all reasonable efforts to maintain the keys in a secure and safe location accessible only by the Condo Board and such other

designees as the Condo Board might appoint in order to be reasonably assured that the keys will be available in an emergency.

5. The names, Unit numbers, and telephone numbers of those persons having access to the keys shall be posted conspicuously in both condominium buildings.
6. The Condo Board and its designees shall use the retained keys to obtain access to Units only in the event that the Condo Board, any member of the Condo Board, or its designees reasonably believes that an emergency exists. Such emergencies include, but are not limited to, a fire or any other situation where the health and safety of any Unit Owner might be at risk or where there is the risk of significant damage to the condominium property or the Units.
7. When entry into any Unit is made as provided in this Policy Resolution, the Condo Association, the Condo Board and any designee of the Condo Board shall be liable to any Unit Owner or tenant only in the case of willful misconduct or bad faith.
8. When entry to a Unit is obtained in accordance with this Policy Resolution, the Condo Board, the Condo Association, or any designee of the Condo Board shall not be responsible for any damage to any Unit caused by any emergency personnel or by any individual Condo Board member or designee, except as provided in Exhibit "A" (Maintenance Responsibilities) of the Bylaws. Failure to provide keys in accordance with this Policy Resolution shall be considered "neglect" or "carelessness" for which the Condo Board may charge the Unit Owner in accordance with Article VI, Section 8 (c) of the Bylaws.
9. A log shall be maintained by the Condo Board to record each entry pursuant to this Policy Resolution. The log-entry shall include the date, time, Unit number, and the name of the person entering the Unit, as well as the times when the key is removed from and returned to the safe
10. Tenants occupying Units are also subject to the right of entry granted to the Condo Board or its designees and Unit Owners who lease their Units shall require the lessees to comply with the provisions of this Policy Resolution.

**THE UNIT OWNERS ASSOCIATION OF
HERITAGE HUNT CONDOMINIUM I**

RESOLUTIONS ACTION RECORD

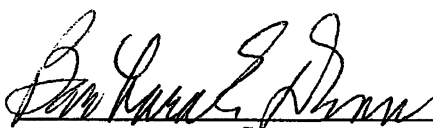
Resolution Type _____ Policy _____ No. 2

Pertaining to: _____ Relating to Condo Board Possession of Unit Keys _____

Duly adopted at a meeting of the Board of Directors of **THE UNIT OWNERS ASSOCIATION OF HERITAGE HUNT CONDOMINIUM I**, held _____.

Motion by: J. Modrak Seconded by: W. Miller

Officer	Title	Yes	No	Abstain	Absent
<u>J. Modrak</u>	President	/			
<u>W. Massarella</u>	Vice President	/			
	Secretary				
<u>W. Miller</u>	Treasurer	/			
	Director				

ATTEST:  Secretary 5/25/06 Date

Resolution Effective, 1 July, 2006