

RESOLUTION

ADOPTED BY BOARD OF DIRECTORS

THE VISTAS HOMEOWNERS ASSOCIATION, INC.

POLICIES AND PROCEDURES REGARDING VIOLATIONS OF
DECLARATION, BY-LAWS AND RULES AND REGULATIONS

BE IT RESOLVED that, in the event a unit owner or a tenant wishes to lodge a complaint against another unit owner, tenant or guest, the following procedures shall be followed:

COMPLAINT PROCEDURE

In the event an Association member has a complaint with regard to the conduct of another unit owner, tenant, or tenant's family members or guests of owner or tenant, the following shall apply:

1. The Association member may attempt to resolve the complaint by himself.
2. Some regulations of the Association are identical with ordinances of the Village of University Park. Such violations should be reported immediately to the proper village authorities.
3. A written complaint must be presented to President of The Vistas Homeowners Association, Inc. The attached Violation Complaint may be used.

A. Any complaint which alleges a violation of the Declaration, By-Laws or Rules and Regulations shall be made in writing and shall contain substantially the same information as that set forth in the Violation Complaint attached hereto. Minimally, the complaint shall set forth the following:

- i. The name, address and phone number of the complaining witness.
- ii. The Unit Owner's name, Unit number or address of the Unit where the person or Resident complained of resides or the guest was visiting.
- iii. The specific details or description of the violation, including the date, time and location where the violation occurred.

- iv. A statement by the complaining witness that he or she will cooperate in the enforcement procedures and will appear as a witness at a hearing or trial if requested by the Board of Directors.
- v. The signature and address of the complaining witness and the date on which the complaint is made.

The Association recommends that photographs or tape recordings be made, if possible, to illustrate the nature of the violation. Any such photographs or tapes should be sent with the Violation Complaint or forwarded as soon as possible. The name of the person who took the photograph or made the tape and the date on which it was made should be included.

On receipt of a complaint, the Board of Directors will communicate to all parties involved, in writing, that a complaint has been lodged and will be heard by the Board of Directors.

VIOLATION PROCEDURE

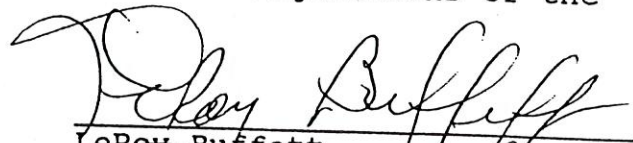
1. The offending party, and the Unit Owner if the offending party is a tenant or a guest, shall be given a written notice of the fact that a complaint has been filed and that a hearing will be held setting forth the date, time and place of the hearing. Said notice shall further state that the offending party may be found guilty of the offense by the Board of Directors and a fine may be levied, and advising the recipient of the notice that it is in their best interest to be present at the hearing.
2. The hearing shall be for the purpose of determining if there has been a violation and assessing the fine, if a violation has occurred. Witnesses and attorneys may be present at a hearing.
3. The hearing shall be open but the decision of the Board shall be made in a closed session immediately after the hearing. A finding of guilt and assessment of a fine will be made upon majority vote of the Board of Directors.
4. Notice of the decision of the Board shall be sent to the Unit Owner and guest or tenant, if applicable, within ten (10) days of the date of the hearing.
5. In the event a fine is assessed hereunder, the Unit Owner shall pay any charges imposed within thirty (30) days after notification that such charges are due. Failure to make the payment on time shall subject the Unit Owner to all of the legal or equitable remedies necessary for the collection

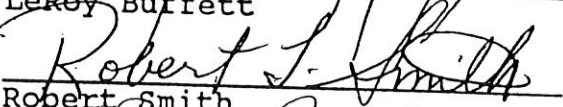
thereof. All charges imposed hereunder shall be added to the Unit Owner's account, shall become a special assessment against the Unit and shall be collectible as a Common Expense in the same manner as any regular or special assessment against the Unit.

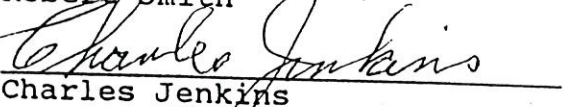
6. Any legal expenses and costs incurred by the Association relating to any Complaint, hearing and/or litigation shall be assessed to the Unit Owner's account if the Board of Directors determines that a violation has occurred.
7. Notices hereunder from the Association shall be deemed delivered on the date of the notice when personally delivered or the date sent by regular mail in a properly stamped and addressed envelope to the Unit Owner at the Unit address, or to such other address as the Unit Owner shall have previously filed with the Board. For Units held in trust, the notice may be sent either to the address of the trustee or to such address as has been provided to the Association by the trustee or the holder of the beneficial interest of the trust.
8. The remedies hereunder are not exclusive, and the Board may, in addition, take any action provided at law, in equity, or in the Declaration and By-Laws to prevent or eliminate violations thereof or of the Rules and Regulations of the Association.

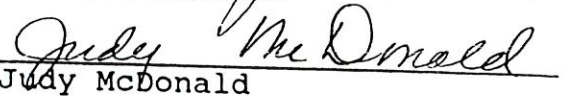
Dated:

APRIL 15, 1996


LeRoy Buffett


Robert Smith


Charles Jenkins


Judy McDonald

