

BOARD POLICY ON OCCUPANT CONTACT INFORMATION REQUIREMENTS

One of the Davenport Rim Condominium Association's primary concerns is for the safety and rapid information dissemination to its residents. This includes having knowledge of who is living in every unit in Davenport Rim, and having the ability to contact our neighbors in cases of emergency notices and important information regarding meetings, changes in Board policy, irrigation schedules, dues notices, and general neighborhood information.

Regarding changes in ownership of units, this information is readily known by Association management through communications with mortgage lenders, title companies, and owners themselves.

Regarding leased units, occupant information is difficult to obtain. As a reminder, our Condominium Declaration (Section 5.20; articulated on the Association's website) provides that leases must be for terms of at least 6 months, thus prohibiting short term rentals of any kind.

Also, Section 25 of the Condominium Association's Rules and Regulations (approved April 5, 2000) states: "Owners shall notify the Association of current names, addresses and telephone numbers of tenants of their respective Units."

In addition, the Davenport Rim website states: "Copies of leases and contact information for tenants must be provided by the Owner to Pioneer Real Estate Services, the association management company, upon commencement of the lease."

The above rules are being violated by many owners, leading to an uncomfortable situation where occupants know little about the neighborhood they live in, or potentially serious situations in which email blasts about emergencies, water or electrical outages, street closures, or other information is not able to be communicated quickly to all occupants.

New Board Policy

1. To remedy the preceding concerns, the Board will now require our Association management company (Pioneer) to obtain information on the leasing of every unit.
2. Effective November 1, 2019, copies of leases, plus contact information for leasing tenants must be provided by the owner to the Association management company upon execution of the lease. Copies of any current leases executed before

November 1, 2019 must be furnished to the Association management company by COB November 8, 2019.

3. If an owner fails to present a copy of the lease agreement and the names of leasing occupants to the Association management company as required in paragraph 2 above, the owner shall have the opportunity to cure the violation by providing the Association management company a copy of the lease within 7 days of the applicable deadline. If the owner fails to cure the violation within the time provided, the Board will assess a fine against the owner of \$100 a month, retroactive to the date of execution of the lease, until the lease and names of the occupants are produced. The notice of an upcoming fine and the opportunity for a hearing to contest the fine will be sent to the owner, within 7 days of the fine being posted on the owner's account.

4. Not later than 30 days' notice of the fine, the owner may request a hearing before the COA Board to contest the fine. If a hearing is requested, payment of the fine shall be due immediately after the board's decision at the hearing, assuming that the fine amount is confirmed at the hearing.

5. Tenants of leased homes must receive current hard copies of the Bylaws, Rules and Regulations, Declaration, and all amendments and Board policies. This is the responsibility of the owner and tenant. Copies of these can be found on the Davenport Rim website 2800waymaker.com in the interim or can be provided by our management company if not already supplied by the owner or title company upon sale closure or execution of a lease.

6. The above information provided to Association management will be considered confidential, for management contact use only. The occupants (owners or tenants) may give their permission at any time to allow their contact information to be used by management or Board members for purposes of a neighborhood hardcopy directory or website directory.

After a two-month period in which queries and concerns about this policy to the Board were considered, this policy is now fully operational and will be enforced beginning November 1, 2019.

Sincerely,
Your Board of Directors

Approved by the Davenport Rim Board of Directors
August 25, 2019