



Resale Disclosure Package

**6966 Hanover Pkwy Unit: Apt 101
Greenbelt, MD 20770-2229**

Hunting Ridge Condominium Association

Prepared by:
HomeWise
docs
HomeWiseDocs.com
Order # VGK5B75LZ

Order Summary
Hunting Ridge Condominium Association
Condominium Venture, Inc.

Property Information:

6966 Hanover Pkwy Unit: Apt 101
Greenbelt, MD 20770-2229
Seller: Carol Corbin
Confirmation Number: VGK5B75LZ

Requestor:

NA
Carol Corbin
301-237-8196

Payment Summary

Payment Method: Credit Card
Name: Rickey Corbin
Payment Amount: \$329.95
Payment Date: 06-28-2024

Payment Details

Amounts Prepaid

Convenience Fee	\$9.95
Hard Copy 2-Day Standard Delivery Fee	\$45.00
Resale Disclosure Bundle	\$275.00
Up Front Total	\$329.95

No returns, exchanges, price adjustments, or cancellations are permitted after products are received unless mandated by state statute.
NOTE: This receipt is acknowledgment of your order. **DO NOT USE** for payoff or closing instructions.



6300 Woodside Court, Suite 10
Columbia, Maryland 21046-3212
(301) 596-2600
Fax (301) 596-2082

Name: null null

Date: 07-12-2024

Property Address: 6966 Hanover Pkwy Unit: Apt 101, Greenbelt, MD 20770-2229

Dear Homeowner(s):

Enclosed is the copy of the Condominium Resale Certificate requested for the above referenced home. In addition, enclosed are the condominium association legal documents. Maryland law requires the seller to furnish this information to the purchaser, no later than 15 days prior to closing, as described in Section 11-135 of the Maryland Condominium Act. This package is current as of 07-12-2024

Also included in this resale package is a Unit Owner's statement which should be completed by you. The law requires a statement by the unit owner as to whether the unit owner has knowledge of the following:

1. That any alteration to the unit or to the limited common elements assigned to the unit violates any provision of the Declaration, Bylaws, or Rules and Regulations.
2. Any violation of the health or building codes with respect to the unit or the limited common elements assigned to the unit.
3. That the unit is subject to an extended lease under Section 11-137 of this Title or under local law, and if so, a copy of the lease must be provided.

The Unit Owner's statement also advises the purchasers that they have the right to cancel their contract, without penalty, at any time within seven days following your delivery of this package. However, once the sale is closed, the purchasers' right to cancel the contract is terminated.

This resale package should not be used to satisfy the requirements of Section 10-702 of the Real Property Code, which requires the seller to make either certain disclosure or disclaimer statements about the physical condition of the property. You should contact your real estate agent or attorney regarding satisfying this additional requirement.

Please note that the law also requires the notification to the condominium association of the name and address of the new unit owner as well as the name of their mortgage company. Please be sure that you or the settlement attorney provides us with this information.

Please feel free to contact us if you have any questions.

Sincerely,

Miki Cawley

CVI

Agent for **Hunting Ridge Condominium Association**

Enclosure

CONDOMINIUM RESALE CERTIFICATE

Hunting Ridge Condominium Association

Current Owner: Carol Corbin

Property Address: 6966 Hanover Pkwy Unit: Apt 101

Greenbelt, MD 20770-2229

Date Prepared: 07-12-2024

In accordance with Section 11 135(A) of the Real Property Section of the Annotated Code of Maryland, we hereby provide the following information to you on behalf of the Association listed above. This information is accurate only as of the date indicated by the signature.

1. Statement disclosing the effect of the proposed conveyance of any right of first refusal or other restraint on the free alienability of the unit.

THE ASSOCIATION HAS NO RIGHT OF FIRST REFUSAL. A RESTRAINT OF THE FREE ALIENABILITY OF THE UNIT IS THAT ANY OWNER WHO LEASES HIS/HER UNIT MUST SUPPLY A COPY OF THE EXECUTED LEASE AND THE ASSOCIATION'S LEASE ADDENDUM TO THE BOARD OF DIRECTORS; THIS LEASE MUST COMPLY WITH THE ASSOCIATION'S DOCUMENTS. OWNERS WHO RENT THEIR UNITS ARE RESPONSIBLE TO ABIDE BY THE GREENBELT LAW WHICH REQUIRES LICENSING OF RENTAL UNITS. PLEASE CONTACT THE CITY OF GREENBELT FOR SPECIFIC DETAILS. TO THE BEST OF OUR KNOWLEDGE, NO OTHER RESTRAINTS EXIST ON THE FREE ALIENABILITY OF THIS UNIT.

2. Statement setting forth the amount of the monthly common expense assessment and any unpaid common expense or special assessment currently due and payable from the selling unit owner.

THE MONTHLY FEE FOR THIS UNIT IS \$543.00. ALL FEES ARE DUE AND PAYABLE ON THE FIRST OF EACH MONTH IN ADVANCE.

THERE IS A LARGE BALANCE DUE ON THIS ACCOUNT. PLEASE CONTACT THE COMMUNITY ATTORNEY, CAMERON MERICLE, AT 301-474-2044 FOR ACCOUNT BALANCES AND INQUIRIES.

THE FINANCIAL INFORMATION IN THIS DOCUMENT SHOULD NOT BE USED TO DETERMINE COLLECTION OF FEES AT SETTLEMENT. SETTLEMENT COMPANY SHOULD GO TO HOMEWISE DOCS AND ORDER A RESALE DEMAND TO ENSURE CORRECT AMOUNTS ARE COLLECTED AT SETTLEMENT.

3. Statement of any other fees payable by unit owners.

CONDOMINIUM RESALE CERTIFICATE

Hunting Ridge Condominium Association

NO OTHER FEES ARE PAYABLE ON A REGULAR BASIS BY THE UNIT OWNER AT THIS TIME. THERE IS A NEW HOMEOWNER SET-UP FEE. THERE IS A CHARGE FOR REPLACEMENT POOL PASSES, PARKING PERMITS, AND LEGAL DOCUMENT BOOKS, IF THE NEED ARISES. AN OWNER MAY REQUEST A STORAGE BIN FOR A CHARGE. ALSO, IN THE EVENT AN OWNER WISHES TO USE THE CAR WASH AREA, A DEPOSIT IS NECESSARY TO RECEIVE A KEY.

THE ASSOCIATION OFFERS AN IN-HOUSE MAINTENANCE PROGRAM, WHEREBY THE ASSOCIATION'S MAINTENANCE PERSONNEL PERFORM MAINTENANCE TASKS THAT ARE INDIVIDUAL HOMEOWNER RESPONSIBILITY ITEMS; I.E., REPAIR OF A DISHWASHER, ETC. THIS SERVICE ALSO INCLUDES LOCKOUTS. ALL SERVICES PROVIDED UNDER THE IN-HOUSE MAINTENANCE SERVICE ARE BILLABLE TO THE OWNER. INFORMATION ON PRICING FOR THESE SERVICES CAN BE OBTAINED FROM THE ON-SITE OFFICE.

IF THE MONTHLY ASSESSMENT IS NOT PAID ON TIME, THE OWNER IS SUBJECT TO LATE FEES, COLLECTION COSTS, LEGAL FEES, AND RETURNED CHECK CHARGES.

IF A VIOLATION OF A RULE IS DETERMINED, THE OWNER COULD BE SUBJECT TO FINES, VIOLATION CORRECTION CHARGES (I.E. CRACKED WINDOW REPLACEMENT). FINES AND CHARGES NOT PAID WILL BE PURSUED IN ACCORDANCE WITH THE COLLECTION POLICY.

IF DAMAGE IS CAUSED TO THE COMMON ELEMENTS OR OTHER UNITS DUE TO THE NEGLIGENCE OF A HOMEOWNER, THE HOMEOWNER MAY BE RESPONSIBLE TO REPAIR THE DAMAGE AND ABSORB THE RELATED EXPENSES. HOMEOWNER WILL BE RESPONSIBLE FOR THE COSTS TO REPAIR DAMAGES TO THEIR UNIT, OTHER UNITS OR COMMON AREAS RESULTING FROM ANY COVERED INSURANCE CLAIM IN WHICH DAMAGE ORIGINATED IN THEIR UNIT IN AN AMOUNT EQUAL TO THE MASTER INSURANCE POLICY DEDUCTIBLE UP TO \$10,000.

4. Statement of any capital expenditures proposed by the council of unit owners planned at the time of conveyance.

THE REPLACEMENT FUND IS BEING USED TO PAY FOR COMMON ELEMENT REPLACEMENT ITEMS. ANTICIPATED PROJECTS FOR 2024 INCLUDE: ROOF REPLACEMENTS - BUILDINGS TO BE DETERMINED, CONCRETE WALK AND CURBING - AS NEEDED.

5. The current operating budget of the condominium, including details concerning the amount of the replacement fund for repair and replacement and its intended use, or a statement that there is no replacement fund.

CONDOMINIUM RESALE CERTIFICATE

Hunting Ridge Condominium Association

THE FISCAL YEAR OF THE ASSOCIATION COMMENCES JANUARY 1.

THE ASSOCIATION HAS A REPLACEMENT FUND FOR ROOFS, CONCRETE, ASPHALT, ETC. THE ASSOCIATION HAD A RESERVE STUDY PREPARED IN 2020. THE BOARD VOTES EACH YEAR ON THE AMOUNT OF MONEY TO FUND TO THE REPLACEMENT BUDGET.

THE CURRENT OPERATING BUDGET IS ATTACHED. THE CURRENT REPLACEMENT FUND BALANCE FOR HUNTING RIDGE IS \$632,138.00, AND THE CURRENT CHECKING/SAVINGS BALANCE FOR HUNTING RIDGE IS \$884,423.00, INCLUDING REPLACEMENT FUNDS.

6. The most recently prepared balance sheet and income and expense statement, if any, of the condominium.

ATTACHED.

AN ANNUAL AUDIT IS PREPARED BY AN INDEPENDENT CPA HIRED BY THE ASSOCIATION. THE AUDIT IS PREPARED AFTER THE CLOSE OF EACH FISCAL YEAR AND, ONCE COMPLETED, IS OPEN FOR REVIEW BY ANY UNIT OWNER.

7. Statement of any judgments against the condominium and the status of any pending suits to which the council of unit owners is a party.

TO THE BEST OF OUR KNOWLEDGE, THERE ARE NO JUDGEMENTS AGAINST THE ASSOCIATION.

THE COUNCIL HAS LEGAL ACTION PENDING AGAINST SEVERAL UNIT OWNERS FOR NON PAYMENT OF ASSESSMENTS. IT IS NOT ANTICIPATED THAT THESE ACTIONS WILL ADVERSELY AFFECT THE ASSOCIATION.

8. Statement describing any insurance coverage provided for the benefit of the unit owners.

THE AGENT FOR THE MASTER INSURANCE POLICY IS HMS INSURANCE, THE CONTACT IS BROOKE KRAFT, 443-632-3308. INFORMATION ON THE CONDOMINIUM ASSOCIATION'S INSURANCE POLICY IS ENCLOSED. UNIT OWNERS SHOULD CONSULT A PERSONAL INSURANCE AGENT TO OBTAIN COVERAGE FOR PERSONAL PROPERTY, IMPROVEMENTS AND BETTERMENTS, LIABILITY, ADDITIONAL LIVING EXPENSES, AND SUCH OTHER PERSONAL COVERAGE THEY DESIRE. IN ADDITION, UNIT OWNERS MUST OBTAIN INSURANCE COVERAGE FOR THE ASSOCIATION'S MASTER INSURANCE POLICY DEDUCTIBLE UP TO \$10,000. THE CURRENT MASTER POLICY EXPIRES OCTOBER 31, 2024.

9. Statement as to whether the council of unit owners' Board has knowledge that any alteration or improvement to the unit or to the limited common elements assigned thereto violates any provision of the Declaration, Bylaws, or Rules and Regulations.

CONDOMINIUM RESALE CERTIFICATE

Hunting Ridge Condominium Association

TO THE BEST OF OUR KNOWLEDGE, NO EXTERIOR ARCHITECTURAL VIOLATIONS EXIST ON THIS UNIT.

ALL ARCHITECTURAL AND LANDSCAPE VARIANCES OR CHANGES MUST BE SUBMITTED TO AND APPROVED BY THE BOARD OF DIRECTORS PRIOR TO COMMENCING ANY WORK.

10. Statement as to whether the council of unit owners' Board has knowledge of any violation of the health or building codes with respect to the unit, the limited common elements assigned thereto, or any other portion of the condominium.

THE BOARD OF DIRECTORS HAS NO KNOWLEDGE OF ANY HEALTH OR BUILDING CODE VIOLATIONS.

11. Statement of the remaining term of any leasehold estate affecting the condominium and provisions governing any extension or renewal thereof.

NO LEASEHOLD ESTATES.

12. A description of any recreational or other facilities which are to be used by the unit owners or maintained by them or the council of unit owners, and a statement as to whether or not they are to be a part of the common elements.

CONDOMINIUM RESALE CERTIFICATE

Hunting Ridge Condominium Association

UNIT OWNERS AT HUNTING RIDGE CONDOMINIUM ARE ENTITLED TO USE THE CLUBHOUSE PARTY ROOM, TV ROOM, EXERCISE ROOM, SWIMMING POOL AND TENNIS COURT THAT ARE MAINTAINED BY THE HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC. ALL FACILITY PASSES AND GUEST PASSES FOR THIS UNIT MUST BE RETURNED TO THE ON-SITE OFFICE BEFORE NEW PASSES WILL BE ISSUED TO THE NEW UNIT OWNER OR TENANT.

ALL PARKING SPACES IN THE HUNTING RIDGE PARKING LOTS REQUIRE A PERMIT DURING DESIGNATED TOWING ENFORCEMENT HOURS. THE AREAS MARKED PERMIT 'A' REQUIRE A 'PERMIT A' PERMIT FROM 7 PM TO 7 AM MONDAY THROUGH FRIDAY AND 24 HOURS A DAY ON SATURDAY, SUNDAY AND HOLIDAYS. ALL UNMARKED PARKING SPACES REQUIRE A PERMIT 'A' OR A 'PARKING PERMIT' FROM 1 AM TO 7 AM SEVEN DAYS A WEEK. THE SPACES THAT ARE PAINTED WITH A GREEN SQUARE REQUIRE ONE OF THE HUNTING RIDGE SPECIAL GREEN PERMITS TO BE USED 24 HOURS A DAY.

ONE 'PERMIT A' PERMIT AND TWO 'PARKING PERMITS' ARE ISSUED TO EACH HOME, AND CAN BE USED ON ANY VEHICLE, EXCLUDING COMMERCIAL VEHICLES. PERMITS WILL ONLY BE ISSUED TO EITHER RESIDENT OWNERS OR TO TENANTS WITH A RELEASE FROM THE OWNER, A CURRENT LEASE ADDENDUM ON FILE AND A CURRENT CITY OF GREENBELT RENTAL LICENSE ON FILE. IN ADDITION, THERE MUST BE NO OUTSTANDING MAINTENANCE VIOLATIONS ON THE HOME IN ORDER FOR AN OWNER TO RECEIVE AND RETAIN VALID PERMITS. ALL THREE PARKING PERMITS MUST BE TRANSFERRED FROM SELLER TO PURCHASER AT SETTLEMENT. IF THIS DOES NOT OCCUR, OWNER MUST PAY A SUBSTANTIAL FEE FOR A REPLACEMENT PERMIT.

Enclosures

The information above was obtained by the following representative of the Condominium Association

Name: Miki Cawley
Title: Community Manager

Phone: 301-596-2600 Ext: 2220
Date: 07-12-2024

Miki Cawley

Signature

CONDOMINIUM RESALE CERTIFICATE

Hunting Ridge Condominium Association

Comments

*****NOTICES TO OWNERS*****

THE FINANCIAL INFORMATION IN THIS DOCUMENT SHOULD NOT BE USED TO DETERMINE COLLECTION OF FEES AT SETTLEMENT. SETTLEMENT COMPANY SHOULD GO TO HOMEWISE DOCS AND ORDER A RESALE DEMAND TO ENSURE CORRECT AMOUNTS ARE COLLECTED AT SETTLEMENT.

THE ASSOCIATION HAS A CENTRAL PLANT THAT PROVIDES HOT WATER, HEAT AND A/C. ONLY HEAT OR A/C CAN BE PROVIDED AT ONE TIME. RESIDENTS ARE NOTIFIED WHEN THE CHANGE FROM A/C TO HEAT OR HEAT TO A/C WILL OCCUR.

TERRACE LEVEL UNIT OWNERS ARE ENCOURAGED TO PURCHASE SEWER BACKUP INSURANCE FROM THEIR PERSONAL AGENT.

SOME OF THE THIRD FLOOR CEILINGS SEASONALLY RISE AND FALL. THIS MOVEMENT CREATES A GAP AT THE CEILING TO WALL JOINT IN THE UNIT. ONCE THESE UNITS ARE IDENTIFIED AS HAVING A PROBLEM, THE TRUSSES CAN BE SHIMMED IN THE ATTIC TO STOP THE MOVEMENT. INTERIOR REPAIRS ARE THEN THE RESPONSIBILITY OF THE UNIT OWNER.

MARYLAND LAW REQUIRES THAT NON-HARDWIRED RESIDENTIAL SMOKE ALARMS BE INSTALLED IN ALL UNITS. THEY MUST BE LITHIUM POWERED, TEN-YEAR MODELS FEATURING A 'HUSH OPTION'.

PRINCE GEORGE'S COUNTY FIRE LAW REQUIRES OPERABLE SMOKE DETECTORS TO BE INSTALLED IN EACH RESIDENCE. IT IS THE RESPONSIBILITY OF THE HOMEOWNER AND NOT THE ASSOCIATION, TO MAINTAIN THE SMOKE DETECTOR IN WORKING CONDITION.

ONGOING STATE AND LOCAL PROJECTS INCLUDING WATER, UTILITY, SEWER, TRANSPORTATION, AND OTHER PROJECTS, MAY EXIST OR BE IN VARIOUS STAGES OF DEVELOPMENT IN THE AREA NEAR THE COMMUNITY. NOT ALL OF THOSE PROJECTS MAY HAVE FULL FUNDING OR BE FULLY IN DEVELOPMENT, BUT THE ASSOCIATION RECEIVES NOTICES ABOUT PROJECTS ON OCCASION. YOU SHOULD DO YOUR OWN INDEPENDENT RESEARCH ABOUT SUCH PROJECTS WHICH MAY OR MAY NOT IMPACT THE COMMUNITY IN THE FUTURE. PRESENTLY, THE ASSOCIATION HAS BEEN MADE AWARE OF THE FOLLOWING POTENTIAL PROJECTS:

MAGLEV TRAIN - SOME PUBLIC INFORMATION CAN BE FOUND AT:
https://www.bwmaglev.info/images/document_library/deis/deis_full_download.pdf

UNIT OWNER'S STATEMENT

TO: _____

FROM: _____, Unit Owner(s)/Seller(s)

RE: Condominium Project: _____
Condominium Unit No.: _____
Address of Unit: _____, Maryland

Pursuant to Section 11-135 of the Maryland Condominium Act, the undersigned unit Owner(s)/Seller(s) make(s) the following statement:

1. I/We have knowledge of the following alteration which is in violation of the Declaration, Bylaws, or Rules and Regulations of the condominium:

2. I/We have knowledge of the following health or building code violation with respect to this unit or the limited common elements assigned to this unit:

3. I/We have knowledge that this unit is subject to an extended lease under Section 11-137 of the Maryland Condominium Act or under local law; and if so, a copy of the lease is provided:

Any purchaser may at any time within seven (7) days following receipt of all information required pursuant to Section 11-135 of the Maryland Condominium Act, rescind in writing the contract of sale without stating any reason and without any liability on his/her part. The purchaser, upon rescission, is entitled to the return of any deposits made on account of the contract. However, once the sale is closed, the purchaser's right to cancel the contract under this provision is terminated.

This notice should not be construed to satisfy the requirements of Section 10-702 of the Real Property Code, which requires the property seller to make either certain disclosure or disclaimer statements about the physical condition of the property.

Unit Owner/Seller

Purchaser

Unit Owner/Seller

Purchaser

Date

Date

Annual Financials
Hunting Ridge Condominium Association



Principals

Howard A. Goldklang, CPA, MBA
Donald E. Harris, CPA
Anne M. Sheehan, CPA
S. Gail Moore, CPA
Jeremy W. Powell, CPA
Renee L. Watson, CPA

1801 Robert Fulton Drive, Suite 200
Reston, VA 20191

Associate Principals

Matthew T. Stiefvater, CPA
Sheila M. Lewis, CPA

Managers

Andrew T. Plaughter, CPA
Michele S. Lizama, CPA
Jennifer L. Murray, CPA

Independent Auditor's Report

To the Board of Directors of
Hunting Ridge Condominium Association, Inc.

Opinion

We have audited the accompanying financial statements of Hunting Ridge Condominium Association, Inc., which comprise the balance sheets as of December 31, 2022 and 2021, and the related statements of income, members' equity and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Hunting Ridge Condominium Association, Inc. as of December 31, 2022 and 2021, and the results of its operations and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Hunting Ridge Condominium Association, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter Regarding Assessments Receivable

Hunting Ridge Condominium Association, Inc. raises funds for its operations and major repairs and replacements through assessment of its members. As explained in Note 6, as of December 31, 2022, the Association had an assessments receivable balance of \$420,443 (before deducting the allowance for doubtful assessments of \$343,325). It is uncertain whether the receivables are actually collectible. The inability to collect owner assessments impacts adversely on the Association's viability. In order for the Association to maintain financial stability and to operate effectively, it must raise and be able to collect sufficient funds from its members to meet its operational and replacement reserve needs. Our opinion on the financial statements is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Hunting Ridge Condominium Association, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Hunting Ridge Condominium Association, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Hunting Ridge Condominium Association, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Disclaimer of Opinion on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that information on future major repairs and replacements on page 12 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Financial Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Goldklang Group CPAs, P.C.

Reston, Virginia
May 9, 2023

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
BALANCE SHEETS
DECEMBER 31, 2022 AND 2021

	2022	2021
<u>ASSETS</u>		
Cash and Cash Equivalents	\$ 603,437	\$ 775,936
Interest-Bearing Deposits	678,743	601,859
Assessments Receivable - Net	77,118	30,142
Income Taxes Receivable	11,255	16,472
Accrued Interest	1,892	1,765
Prepaid Expenses	19,237	32,477
Deferred Taxes	3,484	4,199
Total Assets	\$ 1,395,166	\$ 1,462,850

LIABILITIES AND MEMBERS' EQUITY

Accounts Payable	\$ 169,728	\$ 55,159
Prepaid Assessments	82,130	64,583
Deposits	4,303	4,318
Deferred Marketing Support Fee	12,217	14,661
Total Liabilities	\$ 268,378	\$ 138,721
Replacement Fund	\$ 938,498	\$ 949,241
Snow Contingency Fund	20,000	20,000
Unappropriated Members' Equity	168,290	354,888
Total Members' Equity	\$ 1,126,788	\$ 1,324,129
Total Liabilities and Members' Equity	\$ 1,395,166	\$ 1,462,850

See Accompanying Notes to Financial Statements

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
STATEMENTS OF INCOME
FOR THE YEARS ENDED DECEMBER 31, 2022 AND 2021

	2022	2021
<u>INCOME:</u>		
Assessments	\$ 2,148,840	\$ 1,976,772
Interest	9,006	12,183
Unit Owner Chargebacks	5,605	8,317
Legal and Collection Costs	11,819	18,674
Marketing Support Fees	2,444	1,629
Other	19,005	14,758
Total Income	\$ 2,196,719	\$ 2,032,333
<u>EXPENSES:</u>		
Management	\$ 99,420	\$ 99,420
Insurance	115,062	98,716
Legal, Audit and Tax Preparation	29,096	41,332
Office Supplies and Equipment	9,931	8,968
Administrative	15,241	12,526
Utilities	565,196	558,720
Security	22,938	24,415
Trash Removal and Exterminating	78,272	65,721
Landscaping	77,028	55,187
Swimming Pool	25,047	36,820
Cleaning Contract	61,137	72,089
Snow Removal	41,068	52,983
Payroll and Related	299,694	267,317
Plumbing	38,334	25,466
Central Plant	58,953	37,251
Property Damages	148,487	35,190
Repairs and Maintenance	55,086	21,105
Bad Debt	30,278	56,392
Income Taxes	1,976	1,905
Total Expenses	\$ 1,772,244	\$ 1,571,523
Net Income before Contribution to Replacement Fund	\$ 424,475	\$ 460,810
Contribution to Replacement Fund	(511,073)	(350,000)
Net Income (Loss)	\$ (86,598)	\$ 110,810

See Accompanying Notes to Financial Statements

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
STATEMENTS OF MEMBERS' EQUITY
FOR THE YEARS ENDED DECEMBER 31, 2022 AND 2021

	<u>Replacement Fund</u>	<u>Snow Contingency Fund</u>	<u>Unappropriated Members' Equity</u>	<u>Total Members' Equity</u>
Balance as of December 31, 2020	\$ 1,256,760	\$ 20,000	\$ 244,078	\$ 1,520,838
Additions:				
Contribution to Reserves	350,000			350,000
Net Income			110,810	110,810
Deductions:				
Asphalt	(61,465)			(61,465)
Roof	(6,500)			(6,500)
Exterior Building	(298,435)			(298,435)
Plumbing	(62,821)			(62,821)
Central Plant	(199,408)			(199,408)
Swimming Pool	(26,183)			(26,183)
Retaining Wall	(2,707)			(2,707)
Balance as of December 31, 2021	\$ 949,241	\$ 20,000	\$ 354,888	\$ 1,324,129
Addition:				
Contribution to Reserves	511,073			511,073
Inter-Equity Transfer	100,000		(100,000)	
Deductions:				
Asphalt	(104,750)			(104,750)
Exterior Building	(260,663)			(260,663)
Plumbing	(51,899)			(51,899)
Electrical System	(1,590)			(1,590)
Carpet	(49,290)			(49,290)
Central Plant	(142,959)			(142,959)
Fence	(404)			(404)
Other	(2,253)			(2,253)
Community Building	(8,008)			(8,008)
Net Loss			(86,598)	(86,598)
Balance as of December 31, 2022	<u>\$ 938,498</u>	<u>\$ 20,000</u>	<u>\$ 168,290</u>	<u>\$ 1,126,788</u>

See Accompanying Notes to Financial Statements

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2022 AND 2021

	<u>2022</u>	<u>2021</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>		
Net Income (Loss)	\$ (86,598)	\$ 110,810
Adjustments to Reconcile Net Income (Loss) to Net Cash Provided by Operating Activities:		
Deferred Tax Expense (Benefit)	715	476
Deferred Marketing Support Fees	(2,444)	(1,629)
Bad Debt Expense	30,278	56,392
Decrease (Increase) in:		
Assessments Receivable	(77,254)	(65,473)
Income Taxes Receivable	5,217	(9,473)
Accrued Interest	(127)	1,948
Prepaid Expenses	13,240	6,029
Increase (Decrease) in:		
Accounts Payable	57,242	(126,709)
Prepaid Assessments	17,547	15,245
Deposits	(15)	(81)
Net Cash Flows from Operating Activities	<u>\$ (42,199)</u>	<u>\$ (12,465)</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>		
Received from Assessments (Replacement Fund)	\$ 511,073	\$ 350,000
Disbursed for Replacement Fund Expenditures	(564,489)	(710,339)
Received from Interest-Bearing Deposits	301,610	450,486
Disbursed for Interest-Bearing Deposits	(378,494)	(151,895)
Net Cash Flows from Investing Activities	<u>\$ (130,300)</u>	<u>\$ (61,748)</u>
Net Change in Cash and Cash Equivalents	\$ (172,499)	\$ (74,213)
Cash and Cash Equivalents at Beginning of Year	<u>775,936</u>	<u>850,149</u>
Cash and Cash Equivalents at End of Year	<u>\$ 603,437</u>	<u>\$ 775,936</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:</u>		
Cash Paid for Income Taxes	<u>\$ 3,000</u>	<u>\$ 14,000</u>

See Accompanying Notes to Financial Statements

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022 AND 2021

NOTE 1 - NATURE OF OPERATIONS:

The Hunting Ridge Condominium Association, Inc. is a non-stock corporation organized under the laws of the State of Maryland to serve as the Council of Unit Owners for the "Condominium Regime". The Association's Board of Directors administers the operations of the 362 units of the Hunting Ridge Condominium.

NOTE 2 - SIGNIFICANT ACCOUNTING POLICIES:

A) Method of Accounting - The financial statements are presented on the accrual method of accounting in accordance with accounting principles generally accepted in the United States of America.

B) Member Assessments - Association members are subject to annual assessments to provide funds for the Association's operating expenses and major repairs and replacements. Assessment revenue is recognized as the related performance obligations are satisfied at transaction amounts expected to be collected. The Association's performance obligations related to its assessments are satisfied over time on a daily pro-rata basis using the input method. Assessments receivable at the balance sheet date are stated at the amounts expected to be collected from outstanding assessments from members. The Association's policy is to retain legal counsel and place liens on the properties of homeowners whose assessments are delinquent. Any excess assessments at year end are retained by the Association for use in the succeeding year. The Association treats uncollectible assessments as credit losses. Methods, inputs, and assumptions used to evaluate when assessments are considered uncollectible include consideration of past experience and susceptibility to factors outside the Association's control.

C) Depreciation - Fixed assets are carried at cost. Depreciation is computed on a straight-line basis over the estimated useful lives of the assets.

D) Common Property - Real property and common areas acquired from the declarant and related improvements to such property are not recorded in the Association's financial statements because those properties are owned by the individual unit owners in common and not by the Association. Common property includes, but is not limited to, exterior building structures, streets and sidewalks, roofs and recreational facilities.

E) Estimates - The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

F) Cash Equivalents - For purposes of the statement of cash flows, the Association considers all highly liquid investments and interest-bearing deposits with an original maturity of three months or less to be cash equivalents.

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022 AND 2021
(CONTINUED)

NOTE 2 - SIGNIFICANT ACCOUNTING POLICIES:(CONTINUED)

G) Reclassification - Certain amounts have been reclassified in the accompanying 2019 financial statements to conform to the 2020 presentation.

NOTE 3 - REPLACEMENT FUND:

The Association's governing documents require that funds be accumulated for future major repairs and replacements. Accumulated funds are generally not available for expenditures for normal operations.

The Association had a reserve study conducted by Miller Dodson Associates, Inc. during 2020. The table included in the Supplementary Information on Future Major Repairs and Replacements is based on this study.

The study recommends a contribution to reserves of \$511,073 for 2022. For 2022, the Association budgeted to contribute \$511,073 to reserves.

Funds are being accumulated in the replacement fund based on estimates of future needs for repair and replacement of common property components. Actual expenditures may vary from the estimated future expenditures and the variations may be material; therefore, amounts accumulated in the replacement fund may or may not be adequate to meet all future needs for major repairs and replacements. If additional funds are needed, the association may increase regular assessments, pass special assessments, or delay major repairs and replacements until funds are available.

As of December 31, 2022 and 2021, the Association had designated \$938,498 and \$949,241, respectively, for the replacement fund. These designated reserves were funded by cash and interest-bearing deposits.

NOTE 4 - INCOME TAXES:

For income tax purposes, the Association may elect annually to file either as an exempt condominium or as an association taxable as a corporation. As an exempt condominium, the Association's net assessment income would be exempt from income tax, but its interest, dividend and rental income would be taxed. Electing to file as a corporation, the Association is taxed on its net income from all sources (to the extent not capitalized or deferred) at normal corporate rates after corporate exemption subject to the limitation that operating expenses are deductible only to the extent of income from members. For 2022 and 2021, the income taxes were calculated using the exempt and corporate methods, respectively.

The Association's policy is to recognize any tax penalties and interest as an expense when incurred. The Association's federal and state tax returns for the past three years remain subject to examination by the Internal Revenue Service and the State of Maryland.

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022 AND 2021
(CONTINUED)

NOTE 5 - CASH AND INTEREST-BEARING DEPOSITS:

As of December 31, 2022, the Association maintained its funds in the following manner:

<u>Institution</u>	<u>Cash and Cash Equivalents</u>	<u>Interest- Bearing Deposits</u>
Petty Cash	\$ 150	\$ -
CIT Bank (Various Institutions)	603,287	678,743
Totals	<u>\$ 603,437</u>	<u>\$ 678,743</u>

Balances at banks are insured by the FDIC for up to \$250,000 per financial institution. The Association's bank balances are subject to FDIC insurance limits.

Cash and securities held at a SIPC member brokerage firm are insured by the SIPC for up to \$500,000, which includes \$250,000 limit for cash. The Association maintains funds in a brokerage account which are subject to SIPC limits.

NOTE 6 - ASSESSMENTS RECEIVABLE - NET:

The Association utilizes the allowance method of accounting for bad debt. Individual receivables are written off as a loss when a determination is made that they are uncollectible. Under the allowance method, collection efforts may continue, and recoveries of amounts previously written off are recognized as income in the year of collection.

	<u>2022</u>	<u>2021</u>
Assessments Receivable	\$ 420,443	\$ 341,530
Less: Allowance for Doubtful Assessments	(343,325)	(311,388)
Assessments Receivable - Net	<u>\$ 77,118</u>	<u>\$ 30,142</u>

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2022 AND 2021
(CONTINUED)

NOTE 7 - PROPERTY AND EQUIPMENT - NET:

Fixed assets are carried at cost. Depreciation is computed on a straight-line basis over the estimated useful lives of three to thirty years. Items capitalized out of operations are depreciated in the operating statement. Items capitalized out of reserves are recorded as additions to unappropriated members' equity and are depreciated in the operating statement.

	2022	2021
Equipment	\$ 18,626	\$ 18,626
Truck	62,093	62,093
Less: Accumulated Depreciation	(80,719)	(80,719)
Fixed Assets - Net	\$ -	\$ -

NOTE 8 - SNOW CONTINGENCY FUND:

During 2013, the Association elected to establish a snow contingency fund. As of December 31, 2022 and 2021, the Association had designated \$20,000 for the snow contingency fund. These designated funds were funded by cash and interest-bearing deposits.

NOTE 9 - SUBSEQUENT EVENTS:

In preparing these financial statements, the Association has evaluated events and transactions for potential recognition or disclosure through May 9, 2023, the date the financial statements were available to be issued.

Subsequent to year end, the Association incurred approximately \$216,000 in replacement reserve expenditures.

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
SUPPLEMENTARY INFORMATION ON FUTURE MAJOR
REPAIRS AND REPLACEMENTS
DECEMBER 31, 2022
(UNAUDITED)

The Association had a reserve study conducted by Miller Dodson Associates, Inc. during 2020 to estimate the remaining useful lives and the replacement costs of the components of common property. The estimated replacement costs presented below were based on the estimated costs to repair or replace the common property components at the date of the study and do not take into account the effects of inflation between the date of the study and the date the components will require repair or replacement; however, the Association's replacement reserve study does take inflation into consideration when evaluating future expenditures and recommended contributions to reserves.

The following has been extracted from the Association's replacement fund study and presents significant information about the components of common property.

<u>Component</u>	2020 Estimated Remaining Useful Life (Years)	2020 Estimated Replacement Cost
Site Components	0-27	\$ 661,602
Roofing Components	1-28	1,404,008
Building Exteriors	0-28	1,747,981
Building Interiors	1-13	351,704
HVAC Equipment	0-23	1,142,200
Electrical Distribution System	2	75,000
Swimming Pool	1-25	414,391
Tennis Court	2-17	63,396
Community Building	1-18	193,443
Miscellaneous	1-10	82,000

Approved Resolutions
Hunting Ridge Condominium Association

RESOLUTION OF THE BOARD OF DIRECTORS OF
HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
(Rules and Regulations Pertaining to Leasing)

WHEREAS, Hunting Ridge Condominium Association, Inc. is a duly constituted condominium association in accordance with Maryland Law and the Condominium's Declaration and Bylaws, recorded among the land records of Prince George's County, Maryland in Liber 5485, Folio 335, et. seq.; and

WHEREAS, Article III of the Bylaws provides that the affairs of the Condominium shall be governed by the Board of Directors; and

WHEREAS, Article III, Section 14 (h) of the Bylaws authorizes the Board of Directors to make and amend rules and regulations respecting the use of the Condominium, including the Units; and

WHEREAS, Article VIII, Section 3 (g) of the Bylaws contains leasing provisions, the following additional provisions are added:

- (a) That no unit within the Condominium shall be rented for transient or hotel purposes; and
- (b) That no portion of any unit other than the entire unit shall be leased for any period; and
- (c) That the period of the lease must be a minimum of one (1) year with a month-to-month lease permitted thereafter, and
- (d) That all leases must be in writing and if required, on a form approved by the Board of Directors; and
- (e) That an owner who leases his or her unit shall promptly following the execution of the lease forward a confirmed copy to the Board of Directors; and
- (f) That the lease shall contain a provision to the effect that the rights of the tenant to use and occupy the unit shall be subject and subordinate in all respects to the Declaration, Bylaws, and the Condominium's enacted rules and regulations.
- (g) That the lease shall contain a provision providing the failure of the lessee to comply with the terms of the Declaration, Bylaws or the Condominium's enacted rules and regulations shall constitute an act of default under the lease; and

WHEREAS, there is a need to establish additional rules and regulations pertaining to the rental of condominium units; and

WHEREAS, the Board of Directors desires to establish these procedures in conformity with the Declaration, the Bylaws, the Maryland Condominium Act and Prince George's County law.

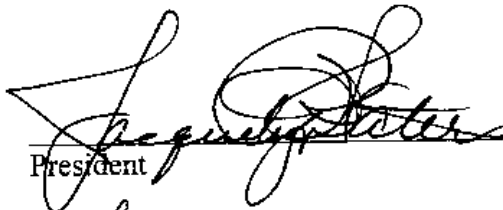
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors, on behalf of Hunting Ridge Condominium Association, Inc. duly adopts the following leasing rules and regulations:

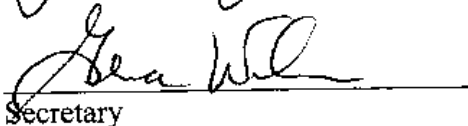
1. For any unit being leased or any lease renewal occurring after the effective date of this Rule and Regulation, the Condominium Lease Addendum attached hereto as Exhibit A shall be used by Unit Owners in conjunction with all leases for the rental of their unit(s). Said Condominium Lease Addendum may be supplemented by provisions desired by the Owner which are not in contradiction with the Declaration, the Bylaws, this Resolution, the law or public policy.
2. The effective date of this Rule and Regulation shall be the 30th day of September, 2015.

ATTEST:

7-22-15
Date

7-22-15
Date


President


Secretary

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
CONDOMINIUM LEASE ADDENDUM

THIS ADDENDUM is made this _____ day of _____, 20 __, by and between ("Unit Owner") and ("Tenant") as an addendum to a lease executed by unit Owner and Tenant and dated _____, 20 __ ("the Lease") for the property located at _____, a unit in Hunting Ridge Condominium Association, Inc. (hereinafter referred to as "the Condominium").

In compliance with the Declaration, the Bylaws and the Rules and Regulations of the Condominium, Unit Owner and Tenant hereby further agree as follows:

1. The Lease is subject to and consistent with the provisions of the Condominium Documents (Declaration and Bylaws together with any and all exhibits, schedules or certificates thereto), and the Rules and Regulations of the Condominium, as the same may be amended from time to time. In the event of any inconsistency between the Lease and the provisions of the Condominium Documents or Rules and Regulations, the provisions of the Condominium Documents and Rules and Regulations shall prevail.

2. The right of Tenant to use and occupy the premises shall be subject and subordinate in all respects to the provisions of the Declaration, the Bylaws, and to such Rules and Regulations relating to the use of the Common Elements, or other "house rules", as the Board of Directors may promulgate from time to time.

3. Tenant acknowledges receipt of a copy of the Declaration, the Bylaws and all Rules and Regulations of the Condominium. Tenant agrees to abide and comply with all provisions of the Declaration, Bylaws and Rules and Regulations adopted pursuant thereto. Tenant further acknowledges that Tenant's failure to comply with the terms of the Declaration, the Bylaws or the Rules and Regulations shall constitute a material breach of the Lease Agreement.

4. There shall be no subleasing of or assignment of the Lease unless approved in writing by the Condominium's Board of Directors.

5. The period of the lease must be a minimum of one (1) year with a month-to-month lease permitted thereafter.

6. Unit Owner and Tenant acknowledge that the Condominium is the Third Party Beneficiary of the Lease and this Addendum to Lease and, that the Board of Directors of the Condominium shall, after thirty (30) days written notice to Unit Owner, have the power to terminate the Lease as if it were the Unit Owner, or to bring summary proceedings to evict the Tenant in the name of the Unit Owner in the event of a default by the Tenant in the performance of the terms of the Lease or of this Addendum to Lease, and the Unit Owner hereby appoints the Condominium and its agents as his or her attorney-in-fact to take actions on his or her behalf. All costs and attorney's fees incurred by the Condominium to evict the Tenant will be assessed against the Unit and the owner thereof.

7. Unit Owner and Tenant acknowledge that it is the responsibility of the unit Owner of the Unit here leased, to pay all association fees and assessments charged against the Unit in accordance with the Condominium Documents.

8. After notification to the unit Owner and upon request by the Board, Tenant shall pay to the Board all unpaid annual and special assessments, late charges, interest and attorney's fees, as lawfully determined and made payable during the term of the Lease or any other period of occupancy by Tenant; provided however, Tenant need not make such payment to the Board in excess of or prior to the due dates for monthly rental payments unpaid at the time of the Board's request. All such payments made by Tenant shall reduce, by the same amount, Tenant's obligation to make monthly rental payments to the unit Owner.

9. Unit Owner acknowledges that unit Owner is required to provide the Condominium with the unit Owner's current mailing address, and must notify the Condominium of any change of Unit Owner's address within seven (7) days.

10. Unit Owner and Tenant acknowledge that the number of persons residing in the proposed Tenant household shall be no more than two (2) persons in a single bedroom unit, no more than four (4) persons in a two bedroom unit and no more than six (6) persons in a three bedroom unit. The Unit Owner hereby transfers and assigns to the Tenant for the term of the lease, any and all rights and privileges that the unit Owner has to use the common elements of the Condominium to include, but not limited to the use of any and all recreational facilities and amenities.

11. Unit Owner and Tenant acknowledge that the Condominium reserves the right to withhold from Tenant access to common element amenities and to withhold from the Tenant use of the parking spaces assigned to the unit in the event that Tenant fails to comply with any of the provisions of the Declaration, the Bylaws or the Rules and Regulations.

12. It is the intention of the parties hereto that the provisions of this Lease Addendum shall be severable so that if any provision hereof is found by a court of competent jurisdiction to be invalid or void under any applicable Federal, state or local law or ordinance, the remaining provisions shall be unaffected thereby and continue in full force and effect as if the invalid provision had never been a part hereof.

IN WITNESS WHEREOF, the parties have executed this Addendum to Lease on the day and year first above written on the Lease attached hereto.

Unit Owner

Address

Telephone Number

Tenant

Address

Telephone Number

A FULLY CONFORMED COPY OF THE LEASE AND OF THIS ADDENDUM MUST BE DELIVERED TO THE MANAGEMENT COMPANY OF HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC. WITHIN TEN (10) DAYS AFTER EXECUTION.

RECEIVED BY HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

By: _____ Date: _____

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

RESOLUTION

POLICY FOR COLLECTION OF ASSESSMENTS

WHEREAS, it is the duty of the Board of Directors to collect assessments due to the Association as stated in Article III, Part C of the Bylaws; and

WHEREAS, the Bylaws allow certain collection action to be taken as stated in Article V, Part B; and

WHEREAS, the collection of assessments in a timely fashion is an integral part of the operation of the Association;

NOW, THEREFORE, BE IT RESOLVED THAT the procedure for collection of delinquent assessments be as follows:

1. This Resolution shall not limit the number or scope of possible collection actions that may be taken against delinquent owners. Similarly, this resolution shall not limit the time frames of any collection actions that are to be taken. No owner may consider or use the time frames suggested by this resolution as a defense to any collection action that was taken even if the action taken was outside the time frame indicated in this resolution.
2. Each owner's annual assessment is due on the 1st day of January; however, for the convenience of owners, the annual assessment may be paid in equal monthly installments on the 1st day of each month, unless otherwise notified by the Board of Directors. There may also be additional fees due, including, but not limited to, special assessments, charges, interest or fines, which are subject to this collection policy.
3. Notices, documents and all correspondence relating to assessments will be mailed to the address which appears on the records of the association. It is each owner's responsibility to inform the association's Management Agent, in writing, of any address change. Payment coupons are provided to all owners once a year.
4. On or about the 9th of each month, the Management Agent will mail a reminder notice to all owners with a balance for that month. This notice includes notice of acceleration indicating that the account will be accelerated if payment is not received and the remainder of the fee for the balance of the fiscal year will be due.
5. If at the close of business on the 15th of the month, there is an assessment balance due, a late fee of \$15.00 [or 10% of the balance owed] as determined annually by the Board of Directors will be added. Management Agent is authorized to waive one late fee per fiscal year at an owner's request based on the owner's good payment history.
6. On or about the 25th day of the month, the Management Agent will mail a notice to delinquent owners advising that their fee has still not been received and that in 10 days their account will be turned over to the association's attorney for lien filing, lawsuit and/or foreclosure. In addition, the Management Agent will mail a notice to delinquent owners advising that the parking permits assigned to their home will be invalidated if their account is not paid in full (See paragraph 11).
7. On or about the 5th day of the second month of delinquency, the Management Agent will turn all delinquent owner accounts not paid by that date over to the association's attorney for collection action. Once the account has been turned over to the attorney, all correspondence with the owners regarding their account must be between the owners and the attorney.
8. On or about the 20th day of the second month of delinquency, the association's attorney will send each delinquent owner a Notice of Intent to File a Lien (NOI).
9. Between the 30th day and the 45th day after the NOI was deemed to be received by the owner(s), the association's attorney will file the lien against the owner. Lien filing is also subject to notice requirements that the attorney will verify before filing the lien.

10. On or about the 60th day of delinquency, the attorney will proceed with a lawsuit against the delinquent owner(s).
11. An account that has not been paid in full by the 60th day of delinquency, will trigger the revocation of the privileges for that owner, his/her guests, tenants, and contractors from parking anywhere on the Hunting Ridge parking lot. The parking permits assigned to the owner whose account is delinquent for 60 days, will be rendered invalid. Any vehicles parked within the Hunting Ridge parking lot that use those permits will be subject to towing during the Board-approved towing hours. A \$100.00 charge will be placed on the owner's account for the monitoring of the invalid parking permits and working with the tow company on the tow list. The Board of Directors may post in a public space or communicate the list of invalid permit numbers to all or part of the owners in the community.

In the event that a delinquent owner pays their account in full or executes a formal written payment agreement for past due amounts owed to the association, the Board of Directors shall restore that owner's parking permits and the privilege to park on the association's property, provided that the payment agreement is signed by the owner and is agreed to by the attorney. If the delinquent owner subsequently defaults on any of the terms of the payment agreement, the Board of Directors will suspend the delinquent owner's parking privileges 30 days after providing written notice of the default, and the parking privileges will not again be restored until the delinquent account is paid in full or a revised payment plan is agreed to by the Association's attorney. The attorney must provide notice to the Management Agent when an owner's parking privileges are to be restored.

12. If an account has not been paid in full by the 60th day of delinquency, that owner, his/her tenants, guests, etc. will lose their rights to use the swimming pool, tennis courts and other common recreation facilities/
13. Owners who owe any in-house service fee and do not pay that charge within 30 days of the date service was rendered will not be eligible to utilize the in-house service until the charge is paid. The towing policy as defined in #10 will be followed on all in-house service delinquencies.
14. All charges for collection action will be charged to the owner(s).
15. All checks returned unpaid must be replaced with a cashier's check or money order and will incur an administrative charge.
16. Payments received from an owner will be credited to the outstanding balance in the following order:
 - Court costs, attorney's fees and other costs related to collection.
 - Fines, late fees or accrued interest, as applicable.
 - Special assessments.
 - Annual assessments.
17. In the event an owner attempts to make a payment of less than all monies due and owing the association after collection proceedings have commenced, the association's attorney will either send a letter to the owner or attempt to contact the owner by telephone or e-mail advising the owner that the payment was applied in accordance with Paragraph 16 hereof, and that his or her account remains delinquent as to all remaining monies owed to the association. The association's retention for the partial payment does not constitute a waiver of the Board's authority to foreclose on the owner's property or take action against the owner to collect the outstanding balance.

RESOLUTION ADOPTED BY THE BOARD OF DIRECTORS AND EFFECTIVE ON

2/27/13


PRESIDENT


SECRETARY

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
PARKING RULES AND REGULATIONS
AMENDMENT REGARDING VISIBILITY OF PARKING PERMITS

Adopted by the Board of Directors on February 26, 2014
Effective February 26, 2014

WHEREAS, Article III, Part C of the Bylaws of Hunting Ridge Condominium Association, Inc. gives the Board of Directors "the powers and duties necessary for the administration of the Condominium and may do all such acts and things which are not by the Act, the Declaration or the Bylaws specifically directed to be done and exercised exclusively by the Unit Owners.", and

WHEREAS, Article III, Part C (h) of the Bylaws gives the Board the power to make and amend Rules & Regulations respecting the use of the Condominium, and

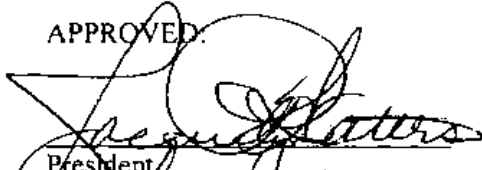
WHEREAS, the Board deems it necessary to expound on the parking rule regarding the visibility of parking permit numbers,

NOW THEREFORE BE IT RESOLVED THAT: Article XI, Section B-3 of the Parking Rules and Regulations has been amended to reflect the following:

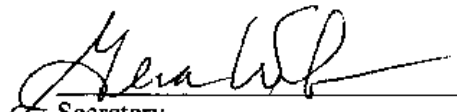
OLD RULE: Permits must be displayed so that they are easily visible from the outside of a vehicle, by suspending the permit from the rear-view mirror with the permit number facing the windshield. Covered cars must have a sight window which visibly displays the Hunting Ridge parking permit.

NEW RULE: Permits must be displayed so that they are easily visible from the outside of a vehicle, by suspending the permit from the rear-view mirror with the permit number facing the windshield. All the numbers on the permits must be visible so that they can easily be seen and read. Nothing is to obstruct the view of the permit numbers. Covered cars must have a sight window which visibly displays the Hunting Ridge parking permit.

APPROVED:


President
Hunting Ridge Condominium
Association, Inc.

2-26-14
Date


Secretary
Hunting Ridge Condominium
Association, Inc.

3/2/14
Date

HUNTING RIDGE

RESOLUTION REGARDING USE OF PREMISES

Whereas, Article VI, Section 1 of the Declaration gives the Board of Directors the right to maintain and administer the general common elements, and

Whereas, Article VIII, Section 3 of the By-Laws prescribes certain restrictions of use for the common elements, and

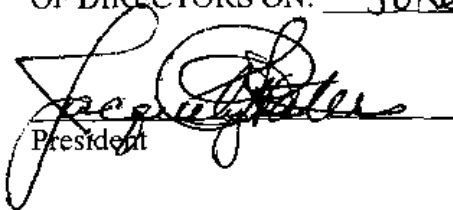
Whereas, Article VIII, Section 3 (a) states "nuisances shall not be permitted on Condominium property or within any Unit, nor shall any use or practice be permitted which is or becomes a source of annoyance to the Unit Owners, and

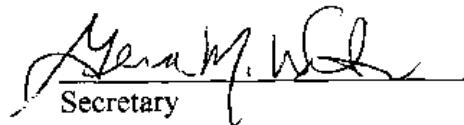
Whereas, Article VIII, Section 3 (d) states " no Unit Owner shall obstruct any of the Common Elements."

Now Wherefore, Be it resolved that the Association, by its Board of Directors, hereby adopts the following rules and regulations:

1. Loitering shall not be permitted within the General Common Elements.
2. This rule may be enforced by fines, suspension of voting rights, and legal action where appropriate.
3. This rule may be enforced by Police Officers hired by the Association.
4. Loitering includes, but is not limited to, blocking a sidewalk, walkway, driveway, road, or other point of access to the community and buildings, standing or congregating in the community in a manner which is likely to intimidate or which is combined with verbal harassment of others.
5. Loitering has the definition outlined in County Code Section 14-139.03, a copy of which is attached to this resolution.

RESOLUTION EFFECTIVE June 23, 2011 AND ADOPTED BY THE BOARD OF DIRECTORS ON: June 22, 2011


President


Secretary

Sec. 14-139.03. Loitering.

(a) In this Section, "loiter" means for a person to:

(1) Remain on a public street, sidewalk, or pathway, including one privately-owned but used by the public in general, so as to obstruct the free passage of a pedestrian or vehicle after a regular or special police officer has notified the person that the action is unlawful and has requested the person to move;

(2) Remain in or on a vehicle on a public street, sidewalk, or pathway, including one privately-owned but used by the public in general, so as to obstruct the free passage of a pedestrian or vehicle after a regular or special police officer has notified the person that the action is unlawful and has requested the person to move;

(3) Refuse or fail to leave a private business, commercial establishment, or parking lot that is posted with conspicuous "No Loitering" signs if the business or establishment is not open for business, and the person has been requested to leave by the owner, the owner's agent, or a regular or special police officer, unless the person:

(A) Has written permission from the owner, lessee, or operator to be present; or

(B) Is window-shopping under conditions and at a time of the day or night that would be considered conducive to that activity;

(4) Refuse or fail to leave a private business or commercial establishment that is open for business, or a parking lot of the business or establishment, after having been requested to do so by the owner or the owner's agent;

(5) Refuse or fail to leave a public building, public grounds, or a public recreational area, or a parking lot of a public building, public grounds, or a public recreational area, after being requested to do so by a regular or special police officer or by a regularly employed guard, watchman, or other authorized employee of the agency or institution responsible for the public building, public grounds, recreational area, or parking lot if the circumstances indicate that the person has no apparent lawful business or purpose to pursue at that place;

(6) Return, for no apparent lawful business or purpose, to the same public or private property from which the person was asked to leave within 24 hours before.

(b) This Section does not prohibit picketing or orderly demonstration by labor unions or members of the public.

(c) A person who loiters is guilty of a misdemeanor and, on conviction, is subject to:

(1) For the first offense, a fine not exceeding \$100 or imprisonment not exceeding 10 days, or both; and

(2) For a subsequent offense, a fine not exceeding \$500 or imprisonment not exceeding 30 days, or both.

(d) No person shall be charged with a violation of this Section unless and until the arresting officer has first warned the person of the violation and the person has failed or refused to stop the violation.

(CB-89-1995)

STORAGE LOCKER RULES

1. Storage lockers shall be designated on a first-come first-served basis and a waiting list shall be established if more residents apply for a locker than is available. A resident may be the owner of the home residing in the unit or a tenant who is a signer and party to a valid written lease for a unit.
2. No items may be stored in any storage locker that are considered a fire, safety, or health hazard or which is in violation of applicable local laws. The Association reserves the right to enter a locker and remove the hazard without notice and without penalty.
3. Although every effort is made to safeguard property, management and the association assume no responsibility for loss or damage to the articles stored. All items are stored at the user's risk.
4. Residents agree to abide by storage rules and regulations, violations of which allow the Board to evacuate the contents of the lockers, after reasonable notice. Items removed from a locker will be held for 30 days, then disposed of.
5. The assigned storage lockers must be kept locked at all times.
6. In the event that lockers appear to be abandoned or if the stored articles are causing problems to other lockers, the user will be notified by first class mail to their last known address to cure the problem. If the problem is not corrected within 15 days, the agreement for use of the locker, will be void and all contents of the locker will be removed, held for 30 days and then disposed of.
7. Emergency or repair situations may dictate that Association personnel be provided access to the storage lockers. The Association will force entry into the locker.
8. In the event that a key is not deposited with the Association and an emergency occurs, the Association will gain access to your locker and any resulting damage will be repaired at the owner's, not the Association's, expense.
9. The resident's right to use and occupy a storage locker shall be subject to and subordinate in all respects to the provisions of the Declaration, Bylaws and Rules and Regulations.
10. A locker is rented to an individual owner or tenant. When the owner or tenant moves from Hunting Ridge, the locker use reverts back to Hunting Ridge, who will offer it to the next person on the locker waiting list.
11. Non-resident owners may not use a storage locker. The rights to common area use pass to the residents of the home.

STORAGE LOCKER AGREEMENT

____ Owner _____ Tenant

Name: _____

Building: _____ **Unit:** _____

Storage locker address & number: Bldg: _____ **No.:** _____

I/We hereby acknowledge the assignment of one storage locker from the Hunting Ridge Condominium Association, Inc. I/We acknowledge that my/our use rights of the lockers are limited, may not be conveyed to anyone, and that the Board of Directors of the Hunting Ridge Condominium Association, Inc. remains the overseer of the possession and maintenance of these lockers and is not responsible for the care, safety or security of items I/we may store therein and is not responsible for property damage to items stored in my locker. The lock on the bin may not be changed unless written approval is received from the Board of Directors.

I/We hereby agree that I/we will not store or cause to be stored in storage locker _____ any materials which constitute a fire, safety or health hazard or which otherwise violate any law or ordinance and that I/we shall be fully liable for the use of the Council's storage lockers and hereby indemnify and agree to hold harmless the Hunting Ridge Condominium Association, Inc., its Board of Directors, agents and employees from all liability, claims or cause of action related to or arising from out of the storage lockers. If I am requested to remove my items from the locker for any maintenance or safety issue, I will do so expeditiously to accommodate the request.

I/We agree to return use of the locker to the Council in the same good condition as upon my/our receipt of the storage locker, or I/we will be responsible for payment of any costs of needed repairs to restore it to the same condition as it was upon my/our receipt. I agree to return the locker as soon as I vacate my home. I understand the locker does not pass from me to my tenant or buyer.

I/We further agree to pay an annual administrative fee of \$25.00.

This agreement is for a one-year period or a partial year period and will expire on March 31st of each year. Invoices for \$25.00 will be sent to each resident with a current locker agreement around March 1st each year. If the \$25.00 payment is not received by March 31st the agreement will be considered null and void and the contents of the locker removed, held for 30 days then disposed of.

PRINT NAME: _____ **DATE** _____

SIGNATURE: _____ **DATE** _____

WITNESS: _____ **DATE** _____

FOR BOARD USE ONLY

Storage locker key returned at _____, AM/PM on _____, 20__

SERVICE COORDINATOR



HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
RESOLUTION
GUIDELINES & PROCEDURES
FOR THE INSTALLATION OF ANTENNAS/SATELLITE DISHES

WHEREAS, the Association is authorized to adopt and enforce reasonable rules and regulations in the interests of the community, pursuant to Article III, Part C, Section 14 (h) and (i); and

WHEREAS, the Association desires and intends to adopt reasonable restrictions governing installation, maintenance and use of antennas in the best interests of the community and consistent with the FCC rule,

NOW THEREFORE BE IT RESOLVED THAT, the Association adopts the following restrictions and regulations for the community, hereinafter referred to as the "Rules", which shall be binding upon all owners and their grantees, lessees, tenants, occupants, successors, heirs and assigns who currently or in the future may possess an interest in the community, and which shall supersede any previous adopted rules on the same subject matter:

DESCRIPTION:

Any device used for the receipt of video programming services, including direct broadcast satellite (DBS) television broadcast, and multipoint distribution service (MDS).

SIZE & TYPE:

Only DBS and MDS antennas that are one meter or less in diameter are permitted.

LOCATION:

Antennas must be installed in a place shielded from view from outside the community or from other units to the maximum extent possible.

INSTALLATION:

Installation is limited to concrete area of your patio or balcony. Antennas should be placed as close as possible to the building to shield from the view of other units. Antennas may not be installed higher than is absolutely necessary for the reception of an acceptable quality signal. Antennas may not be fastened to brick walls, concrete balcony ceilings, concrete patio/balcony floors, fences or railings. The antenna may be placed on the patio/balcony concrete in an appropriate stand.

WIRE LOCATION:

Wire may be run through the side brick walls on your balcony/patio in an area that is adjacent to the glass door and is one foot high and one foot wide. Drilling through the common elements to run wiring into the unit, other than the location noted above, is prohibited, without approval of the Board of Directors.

MAINTENANCE:

Owners shall not permit their antennas to fall into disrepair to become a safety hazard and shall be responsible for any repair or replacement including all associated costs.

CAMOUFLAGING:

Antennas may be painted to match the surrounding area, or they may be camouflaged through the use of inexpensive screening or plants if visible from any other units.

RESOLUTION EFFECTIVE August 24, 2005 AND ADOPTED BY THE BOARD OF DIRECTORS ON

Date: August 24, 2005
Katherine H. Maoney
PRESIDENT

Date: 8-24-05
Carol A. Knecht
SECRETARY

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INCORPORATED

POLICY RESOLUTION NO. 12-2001

ANNUAL MEETING AND ANNUAL ELECTION

Whereas, Article III, Part A, Section 1 of the By-Laws states that "The Board of Directors shall have all the powers and duties necessary for the Administration of the affairs of the Condominium Association;"

Whereas, the Board of Directors wants to establish a written procedure for the fair nomination, campaigning and election of Directors, and

Whereas, previous Policy Resolution #12 is deleted;

Now, therefore, be it resolved that the following procedures shall be re-established for the nomination and election of owners to the Hunting Ridge Condominium Association Board of Directors.

A. Election Committee

1. All elections shall be administered by an Election Committee appointed by the Board of Directors. The Committee shall be appointed in January of each year and will serve for a one-year term.
2. The Committee shall be impartial. Its members may not be candidates for or participate in the election of any owner running for the Board.
3. The Committee shall consist of at least three but not more than five owners. The Committee Chairperson shall be appointed by the Board of Directors.
4. The Committee shall be responsible for:
 - a. publicizing the election and related events;
 - b. insuring the fairness of the election;
 - c. organizing and running a "Candidates Night" forum, if there are more candidates than positions to be filled;
 - d. verifying the identity of owners entering the meeting and authenticating proxy ballots;
 - e. ensuring a proper quorum count, and the presence in person or by proxy of 25% of the owners;
 - f. ruling on the validity of the proxy ballots submitted by the owners;
 - g. running the election section of the meeting;
 - h. determining the time to close the "ballot box";
 - i. counting the ballots and announcing the results of the election.

- B. 1. Candidates must meet the following criteria:
- a. be the legal owner of a condominium at the time of their nomination.
 - b. have no existing liens in place on his/her condominium at the time of the meeting.
 - c. submit their name or have their name submitted before the cut off date in the call for nominations.
 - d. may be nominated from the floor on the night of the meeting, but still must meet a & b above.
2. The Committee shall encourage each potential candidate to submit a Statement of Candidacy on which the person can summarize his/her qualifications and express his/her reasons for seeking a seat on the Board. A candidate is not required to submit this information. Such a statement must be limited to one page and, if submitted, will be mailed to all owners with the Annual Meeting notice and proxy ballot.
3. If there are more candidates than positions to be filled, the Committee shall run a Candidates Night at least three weeks prior to the election, so that owners can become acquainted with the candidates and their views before they cast their ballots.

C. Campaigning

It is the intent of the Election Committee to have all owners learn as much as possible about each candidate so that the owners can make an informed decision before casting their ballot. Campaigning is limited to the following:

1. A statement of candidacy included in the Annual Meeting Notice.
2. An advertised "Meet the Candidates Night" open forum three weeks before the election.
3. Should candidates wish they may provide, at their expense, a one-page flier, that may be delivered door-to-door 15 to 20 days prior to the election.
4. If candidates chose to call owners, telephone numbers must be obtained from publicly published lists. The HRC will not supply names, e-mail addresses, or telephone numbers of owners and any candidates using such lists will be addressed by the Election Committee.
5. Candidates may encourage owners to e-mail or call them by publishing their address and names in their flier.

6. If the Election Committee receives a report that a candidate has violated any of these rules, they may announce and hold an open forum for the purpose of addressing any alleged irregularities. Candidates will be given an opportunity to respond.

D. Voter Eligibility

1. Voting will be open to all owners of record who are listed on the Managing Agent's Master Roll. This list will be updated to add any owner who has "settled" prior to the day of election. By satisfying any existing lien against his/her condominium before the time of the meeting, he/she may be nominated as a candidate from the floor, and may vote at the Annual Meeting.
2. The Election Committee shall verify the identity of all owners attending the election meeting. Attendees shall be expected to provide proof of identity through a driver's license or other document if requested by the Election Committee.

E. Proxies

1. A proxy form on an envelope to be used in elections is attached as part of this policy.
2. In accordance with Article II, Section 12 of the By-Laws, an owner may appoint any other Association member or an officer of the Association as his/her proxy. An officer may vote more than one proxy; all other owners may vote only one proxy. All proxies must be directed and the ballot marked by the owner as to how they want their vote cast - marked by the owner, not the person holding the proxy.
3. Persons holding a proxy shall so indicate to the Election Committee at the meeting and prior to the voting.
4. Proxies will also be used to establish the quorum count, and need not include a secret ballot. However, the proxy holder may not, on his/her own, determine the candidate(s) for whom the proxy shall be cast. The person giving the proxy must indicate his/her voting preference on the secret ballot for the proxy to be used for voting purposes.

F. Rules of Order

1. The Annual Meeting shall be governed according to Roberts Rules of Order, when not in conflict with the By-Laws or the Condominium Act of the State of Maryland. The agenda shall be governed by the written announced agenda mailed with the Annual Meeting Notice. Business directly related to the election should be handled by the Chairperson of the Election Committee or his/her designee on the Committee.

2. All candidates will be given an opportunity to speak at the meeting, within a time limit set by the Committee. That limit shall not be less than three minutes.

G. Voting Procedures

1. Owners may vote for as many candidates as there are seats open for election.
2. Voting will be done on ballots provided in the Annual Meeting Notice, or as provided by the committee.
3. An envelope will be printed and marked Hunting Ridge Proxy/Ballot and have the proxy statement printed on the envelope. A blank ballot with no markings but the candidates' names, will be enclosed in the Annual Meeting mailing. An owner will fill in their ballot, seal it in the election envelope, complete and sign the proxy statement on the envelope and return it to the on-site office, mail it back or drop it in the collection envelope in each hallway.
4. Any envelope returned without the proxy form properly completed shall be declared invalid.
5. Any ballot that is marked with more candidates than there are seats open will be declared invalid.
6. No ballots shall be accepted after the Election Committee Chairperson has determined that "the ballot box is closed".
7. The proxy envelope may be slit open, but the ballot cannot be removed until the committee starts counting ballots.
8. All ballots shall be counted in secret by the Committee and its designated election inspectors. One representative of each candidate shall be allowed to observe, but not participate in the counting.

H. Election Ballot

The listing of candidates will be determined by the drawing of names by the Election Committee prior to the printing of the ballots.

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
200 ELECTION BALLOT
(PLEASE VOTE FOR ___ CANDIDATE(S))
(ONE VOTE PER CANDIDATE)

List of announced candidates:
(Position of names determined by random drawing held by Election Committee.)

_____ (candidate A)

_____ (candidate B)

_____ (candidate C)

Add blank list for write-in candidates, equal to the number of positions available.

_____ (write-in candidate)

_____ (write-in candidate)

_____ (write-in candidate)

Date: _____

I. Winning Candidates

1. A plurality of all votes cast at a meeting of the Association at which a quorum is present is sufficient to elect Directors. In the event there are more candidates for Directors than there are positions to be filled, those candidates receiving the highest number of votes shall be elected, even if a given candidate does not receive a majority of the votes cast.
2. In accordance with Article III, Part A, Section 5 of the By-Laws, the Directors may fill a vacant seat on the Board by majority vote, with the appointee serving until the next annual election. If any of that term remains unexpired, the owners shall elect a Director to complete the term. When one or more terms are shorter than three years, the persons receiving the most votes will receive the three-year term, etc. If a tie exists, the candidates will draw numbers to see which term they get.
3. Election results shall be announced at the meeting by the Committee and final results shall be published in the newsletter.
4. The new Directors take office at the conclusion of the Annual Meeting.

Approved:

Katherine K. Mooney
President

KATHERINE K. MOONEY
Print Name
Hunting Ridge Condominium Association, Inc.

Cynthia A. Johansson
Secretary

CYNTHIA A. JOHANSSON
Print Name
Hunting Ridge Condominium Association, Inc.

HUNTING RIDGE CONDOMINIUM
PLACE PROXY/BALLOT IN HERE AND SEAL

BACK:

I/we, the record owners of the Hunting Ridge Condominium Association, Inc., Building _____
Unit _____ Hanover Parkway, Greenbelt, Maryland, this _____ day of _____, _____,
hereby nominate and appoint the Secretary or _____ as my/our Proxy to act on
our behalf at the Annual Meeting to be held on _____, or any continuances or
adjournments thereof, directing said Proxy to cast my/our vote in the election of directors as
indicated on the Ballot that I/we have placed in this sealed envelope. This envelope is not to be
opened except by the official inspectors of election.

Print Your Name Here

Sign Your Name Here

Date

FRONT:

Hunting Ridge Condominium Association, Inc.
6914 Hanover Parkway
Greenbelt, MD 20770

PROXY/BALLOT

RESOLUTION
ACCESSIBILITY FOR THE PHYSICALLY CHALLENGED

WHEREAS the Board of Directors is responsible to approve changes to the common area and to approve architectural changes to the units and,

WHEREAS the Board of Directors wants to work with residents and within the law, while still controlling the financial impact on the association, to assist residents needing special assistance and,

WHEREAS the Board of Directors believes this policy will be beneficial to guide them in their decision making.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Board of Directors will act upon individual requests from owners requesting changes to their homes or common areas. The purpose of the review is to assist the resident(s) of that home with access to their home.
2. It is understood that requests made under No. 1 are being made as a result of a physical need by the resident to gain access to their home or common area.
3. All requests from tenants (who have a current lease on file) must be accompanied by a formal request from the homeowner.
4. All requests must be in writing, should include a sketch of the proposed change, an explanation of why the change is being requested and whether it is a permanent or temporary change.
5. The Board will review each request on a case-by-case basis. The Board will give consideration on each request to the following:
 - a. Is this change architecturally pleasing to the rest of the community.
 - b. Is this change usable by other residents in the building, or is it isolated for use by the person requesting it.
 - c. Will the physical change cause a more dangerous condition for other residents in the building.
 - d. Once constructed can the physical change be easily removed.
 - e. Have all alternatives to assist this resident been explored.
 - f. What is the cost of the change.
 - g. If the change benefits the overall community is there a portion of the improvement the association should pay for with common funds.
 - h. Any other issues pertinent to the request.

6. If the Board approves the physical change, the Board will decide whether the association or the owner will actually contract to have the work done. If the Board decides to have the owner pursue the construction, the Board can request a cash bond (or equivalent) placed with the association to insure the work is completed in a timely manner.

RESOLUTION EFFECTIVE 1/23/02 AND ADOPTED BY THE BOARD OF DIRECTORS ON:

DATE: January 23, 2002

Katherine H. Mooney
PRESIDENT

DATE: 1/23/02

Cynthia A. Johansen
SECRETARY

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

**RESOLUTION
INTERIOR DRYWALL REPAIRS**

WHEREAS the Board of Directors of Hunting Ridge Condominium Association, Inc. has the power and responsibility to enforce the Declaration, the By-laws and the Rules and Regulations of the association, and

WHEREAS, Article II, Section 4(b) of the Hunting Ridge Declaration specifically states that "The boundaries of a unit shall include therein all wall and ceiling drywalls", and

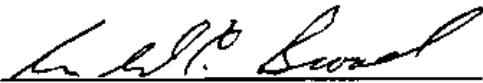
WHEREAS, Article VIII, Section 3 of the Hunting Ridge Bylaws requires the owners of units to maintain, repair and replace the interior of their units. Absent negligence on the part of another, the unit owners are responsible for the repair and replacement of cracked drywall, and

WHEREAS, the Board of Directors now wish to establish guidelines and procedures for handling homeowner requests for drywall repairs;

NOW, THEREFORE BE IT RESOLVED that all interior drywall repairs shall be the responsibility of the unit owner:

1. Any interior drywall repairs, which are the result of maintenance performed by Hunting Ridge shall be repaired by the Association.
2. Settlement cracks occur naturally and are not the result of negligence on the part of the Association. Accordingly the Condominium is not responsible for such repairs and the Board is not authorized by the governing documents to expend funds for that purpose. The individual owner of that home will be responsible to make the drywall repairs in their home.

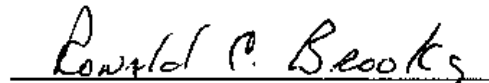
This resolution is adopted this 24th day of MARCH 1999.



President
Hunting Ridge Condominium



Secretary
Hunting Ridge Condominium



Print Name



Print Name

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

RESOLUTION INTERIOR CONCRETE SLAB REPAIRS

WHEREAS the Board of Directors of Hunting Ridge Condominium Association, Inc. has the power and responsibility to enforce the Declaration, the By-laws and the Rules and Regulations of the Association, and

WHEREAS, Article II, Section 4(b) of the Hunting Ridge Declaration indicates that the concrete slabs are common elements, and

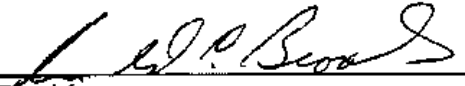
WHEREAS, Article VIII, Section 1 of the Hunting Ridge Bylaws requires the Condominium to maintain, repair and replace the common elements, including concrete slabs. However, Article VIII, Section 1(e) specifically states that said maintenance, repair and replacement shall be " as the board of Directors shall determine is necessary and proper ... ", and

WHEREAS, the Board of Directors now wish to establish guidelines and procedures for handling homeowner requests for concrete slab repairs;

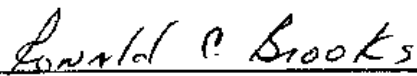
NOW, THEREFORE BE IT RESOLVED that all concrete slab repair requests shall be handled as follows:

1. All concrete slab repair requests shall be presented in writing to the Hunting Ridge Board of Directors. The owner of the home shall make the request and provide details of the problem.
2. When a request is made for an interior slab repair, the Board shall review the request and determine if the slab is structurally unsound or if the home is uninhabitable due to the concrete slab.
3. Based on the determination of the structural soundness and habitability, a decision shall be made as to whether repairs are needed or not. If repairs are needed, the Association will complete the repairs.
4. The Board shall make the decision as a reasonable business decision relative to the expenditure of common funds. It can sometimes be reasonable to determine not to make a certain repair, even if the slab is not in perfect condition. The Board of Directors will make this determination.

This resolution is adopted this 24th day of MARCH 1999.


President
Hunting Ridge Condominium


Secretary
Hunting Ridge Condominium


Print Name


Print Name

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

FACILITY PASS PROCEDURES

The on-site manager coordinates the issuance of facility passes for all residents of Hunting Ridge in accordance with the following guidelines:

1. Application forms must be filled out by owners and residents each year prior to distribution of passes. Non-resident owners must submit a copy of their current lease to the on-site office. The lease must state that the tenant must abide by all rules and regulations of the Association. Passes will be mailed to owners for distribution to tenants.
2. Colored card passes are issued each year as follows:
 - 1 Bedroom - Maximum of 4 facility passes
 - 2 Bedroom - Maximum of 6 facility passes
 - 3 Bedroom - Maximum of 8 facility passes

These passes will not be numbered; however, each resident must fill in their name and building/unit address upon receipt of the pass.

3. RESIDENT facility passes will be issued in accordance with the number of permanent residents listed on the application form up to the maximum number of passes allowed for that unit. If the number of permanent residents is less than the maximum number of passes allowed for that unit, GUEST facility passes will be issued up to the maximum number of passes allowed for that unit.

EXAMPLES:

- 2 permanent residents live in a 2-bedroom unit, then
2 RESIDENT passes and 4 GUEST passes issued for the year
 - 2 permanent residents live in a 3-bedroom unit, then
2 RESIDENT passes and 6 GUEST passes issued for the year
3. Temporary facility passes may be issued to house guests of residents upon approval of a written request submitted by the resident identifying the house guest, the length of their stay and relationship to the resident. The request will be submitted to the "Pool Committee," as appointed by the Board of Directors, for action. It will take approximately 21 days for a request to be acted upon. Requests for additional permanent passes will be handled in the same manner by the "Pool Committee."
 4. Residents must accompany their guests at all times while using the facilities. Any guests without a GUEST facility pass may still be admitted to the pool by paying a guest fee upon entrance, unless previous exception has been approved by the Board of Directors.
 5. Children under three years old coming to the pool will be admitted without a pass.

POLICY RESOLUTION
RULES ENFORCEMENT PROCEDURE
HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

WHEREAS the Hunting Ridge Condominium Association, Inc. has a Declaration, Bylaws and Rules & Regulations, and,

WHEREAS the Article V, Section 2 of the Bylaws of Hunting Ridge Condominium Association, Inc. empowers the Board of Directors to enforce the Declaration, Bylaws and the Rules & Regulations, and,

WHEREAS the Maryland Condominium Act specifies (Section 11-113) how to enforce the Declaration, Bylaws and Rules & Regulations,

NOW, THEREFORE, BE IT RESOLVED THAT Hunting Ridge Condominium Association, Inc. will enforce said Declaration, Bylaws, and Rules & Regulations with the following procedure:

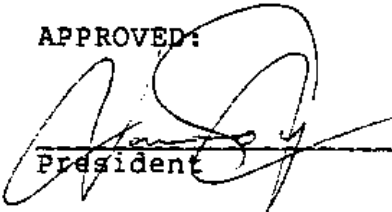
- A. In order to begin the rules enforcement process an owner must state in writing to the Board of Directors any rule violation they wish to complain about.
 1. Person making complaint must be identified in letter.
 2. Person making complaint will be called to testify at all hearings.
 3. Committees as well as groups of owners or residents may also bring complaints.

- B. Upon receipt of an alleged rule violation letter, stating the date and approximate time of the violation, a letter will be sent to the alleged violator, stating the alleged violation and a time period during which the alleged violation may be abated without further sanction (not less than 10 days).
 1. A copy of this letter will be sent to the person originating the complaint.
 2. If the violation persists past the 10 day grace period, a second letter must be sent by a complaining owner alleging that the violation exists.

- C. After the receipt of two letters of complaint within the prescribed period, a hearing will be held.
 1. Hearing notice will be sent to alleged violator stating: nature of alleged violation; time and place of hearing; invitation to attend hearing and produce any statement, evidence or witnesses on their behalf; statement that a sanction may be imposed; and the maximum amount of the sanction.
 2. Invitation will also be sent to the person or persons originating the complaint inviting them to the hearing in order to produce evidence to substantiate their complaint.

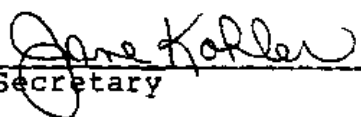
- D. The Board will hear testimony from both sides at the hearing, then excuse both parties and render a decision.
- E. Should a fine be imposed on the violator, standard collection action will be pursued which includes filing a lien on the unit for non-payment of the fine and ultimately foreclosure, if necessary.
- F. In the case of non-owner occupied properties, all residents and owners will be provided copies of all correspondence.

APPROVED:



President

2-28-90
Date



Secretary

RESOLUTION

Whereas, the Maryland General Assembly adopted and the Governor signed into law Senate Bill No. 567 regarding Family Day Care Homes which will be effective on July 1, 1989 and

Whereas, Hunting Ridge Condominium Association, Inc. desires to adopt a rule prohibiting the use of condominium units at Hunting Ridge as family day care homes in accordance with the provisions of Senate Bill 567

Now Therefore Be it Resolved that Family Day Care Homes as defined in Section 11-111.V (A)(3) of the Real Property Article, Annotated Code of Maryland, as amended by Senate Bill No. 567, shall be prohibited at Hunting Ridge Condominium Association, Inc. subject to the provisions set forth in the law,

and

It is further resolved that the owners may vote in the future by a simple majority of the total eligible votes in the condominium to allow family day care centers to operate in the Community.

Adopted by the Council of Unit Owners of Hunting Ridge Condominium Association, Inc. in accordance with the provisions of the Maryland Condominium Act.

Jane M. Korler
Secretary

9-27-89
Date

ACCESS TO ASSOCIATION RECORDS

For the purpose of establishing a uniform and open policy in order to comply with the intent of the applicable statutes, I would recommend that the Boards adopt the following policy.

The following requirements are hereby established for the inspection of records of the Hunting Ridge Condominium Association, Inc.

1. Where as a notice of intent to inspect must be submitted in writing to the Board of Directors or its duly authorized agent at least 24 hours prior to the planned inspection.
2. Where as the notice must specify with particularity which records are to be inspected.
3. Where as all records shall be inspected at the registered office of the Association located at 6914 Hanover Parkway between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday.
4. Where as at the discretion of the Board of Directors, or its agent, certain records may only be inspected in the presence of a Board member or employee of the Agent.
5. Where as the person(s) requesting access shall not disrupt the ordinary business activities of the registered office or its employees during the course of inspection.
6. Where as no actual records may be removed from the office without the express written consent of the Board of Directors.
7. Where as when applicable, all costs of inspection shall be borne by the person requesting access. In the event, the person reviewing the records is desirous of making photocopies, all costs of copying will be incurred by the person requesting same.
8. Limitations on Access:
Consistent with an individual's right to privacy and applicable law, the following records will not be made available without the express written consent of the Board of Directors:
 - a) Minutes of Executive Sessions
 - b) Minutes of Administrative Hearings pertaining to the imposition of fines, late fees or other punitive disposition.
 - c) Where disclosure would violate a constitutional or statutory provision or applicable public policy.
 - d) Where disclosure could result in a discernable harm to the Association or any of its members.
 - e) Personnel records
 - f) Iner-office memoranda
 - g) Litigation files
 - h) Preliminary data, information or investigations which have not been formally approved by the Board of Directors, such as contractor bid prospects.

- i) Where disclosure may result in an invasion of personal privacy, breach of confidence or privileged information.
- j) Where disclosure would unreasonably interfere with or disrupt the operation of the Association
- k) Where access results in a private harm or damage that outweighs the right of access.

9. Where as the Association is under no obligation for any additional information other than that which is required by law.

By adopting the foregoing policy or similar guidelines, the Association can operate with as little disruption as possible. In addition, professional management companies hired by the Board will have the express authority to limit such reviews to properly submitted requests. Though the Board of Directors has a legal obligation to permit unimpaired access to statutorily mandated records, it can limit its exposure for arbitrary, capricious or reckless conduct.

In turn the unit owner will be provided with all of the necessary data for the accomplishment of his purpose in making the request. It is only when an Association does not have a consistent and evenhanded policy that a bitter conflict or ligation may result.

Adopted this 22nd day of August 1984, at the Board of Directors Meeting.

Attest:

Barbara Cohl, Sec'y.
Barbara Cohl, Secretary

Philip R. Barnacz, PRES.
Philip Barnacz, President

C. General

1. The Book of Resolutions shall incorporate by reference all definitions contained in Article I of the Bylaws of the Condominium Association.
2. The Administrator shall be responsible for maintaining the Book of Resolutions and providing to the members of the Board of Directors, and unitowners, upon direction of the Board, notice of additions or changes.
3. The Book of Resolutions shall be made available for examination by any unitowner or representatives of one of the property's principal lenders, upon request during normal business hours in the Clubhouse Office.
4. If the Book of Resolutions should conflict with either state or local law or the founding documents of Hunting Ridge Condominium Association, Inc., those documents shall prevail. However, only that portion of the Book of Resolutions in conflict shall be affected. All other resolutions or portions of resolutions not in conflict shall remain in force.
5. All unitowners, members of unitowners' families, guests and tenants shall comply with the provisions in the Book of Resolutions.
6. The Condominium Association, Declarant, any successor declarant, or any unitowner shall have the right to enforce, by any proceeding at law or in equity, all provisions of the Book of Resolutions, as well as all other governing documents of Hunting Ridge Condominium Association, Inc. The failure of any unitowner to comply with the provisions of the Hunting Ridge Condominium Association, Inc., documents shall give rise to a cause of action in the Condominium Association and any aggrieved unitowner for the recovery of damages, or for injunctive relief, or both. Failure by the Condominium Association, Declarant, or any unitowner to enforce any covenant or restriction contained in the Book of Resolutions shall in no event be deemed a waiver

of the right to do so thereafter. A waiver of such rights shall be effective only pursuant to an instrument in writing signed by the party to be with such waiver, and shall be limited to that covenant or restriction only.

A handwritten signature in black ink, appearing to read "J. R. Barry". The signature is written in a cursive style and is positioned to the right of the main text block.

Approved this 27 day of JUNE, 1984,
by the affirmative vote of 3 directors, versus the negative vote of
0 directors.

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INCORPORATED

Policy Resolution No.2

Policy Resolutions

WHEREAS, Article V, Section II, of the Bylaws states, "The Board of Directors shall have all of the powers and duties necessary for the administration of the affairs of the Condominium Association,"; and

WHEREAS, the Board has determined a need to adopt standard procedures for making, considering, adopting, and recording Policy Resolutions; and

WHEREAS, it is the intent of the Board to implement such standard procedures;

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures be established within the Hunting Ridge Condominium Association relative to the making, consideration, adoption and recordation of Policy Resolutions:

1. Proposed Policy Resolutions shall be entered into the minutes of a regular meeting of the Board of Directors by a member of the Board. At that meeting, the Board shall establish a date, time and location, such to be no less than forty-five days hence, for a hearing of the unitowners on the proposed resolution.

2. The proposed resolution shall be printed in its entirety in a publication of the Condominium Association, together with a notice of the date, time, and location of the unitowner's hearing as set by the Board of Directors.

3. The Secretary of the Board of Directors or legal counsel shall be responsible for reviewing the proposed resolution for consistency with previously adopted resolutions and with the governing documents. The Secretary may delegate this responsibility when necessary.

4. All unitowners attending the hearing shall receive printed copies of the agenda, along with the proposed resolution. Unitowners shall have the opportunity to comment on the proposed resolution, subject to guidelines established by the Chair. The Board may assign specific responsibility for the conduct of a hearing to an appropriate committee.

5. The Board shall take action on the proposed resolution no later than the next regularly scheduled meeting of the Board of Directors, and no earlier than seven (7) days from the date of the hearing. Adoption of the resolution shall require the affirmative vote of a majority of members of the Board.

6. Policy Resolutions shall remain in effect for a period of three years from the date of adoption or any subsequent amendment by the Board, unless a lesser period is prescribed by the resolution. Policy Resolutions numbered 1 and 2 (establishing the Book of Resolutions and procedures for policy resolutions respectively) shall remain in effect indefinitely. Any resolution due to expire shall be brought to the Board by the Administrator for consideration at a meeting within sixty (60) days prior to the date of expiration. In the event the Board of Directors fails to review Policy Resolutions at the end of the third year after its adoption, the policy shall be considered reaffirmed for a second three year period.

7. To amend a Policy Resolution, the procedures set forth herein for adoption of a Policy Resolution shall be followed.

8. When, in the judgement of the Board, an emergency exists which dictates the necessity of a Policy Resolution, the Board, upon majority approval of the Board, may temporarily waive steps 2 through 4. Any such Emergency Policy Resolution shall expire no later than the next regularly scheduled meeting of the Board

Hunting Ridge Condominium Association, Incorporated
Policy Resolution No. 2
Page Three

9. Policy Resolutions 1 through 12 are hereby exempted from this procedure.

 J. R. Baer, Pres

Approved this 27 day of JUNE, 1984,
by the affirmative vote of 3 directors, versus the negative vote of
0 directors.

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INCORPORATED

Policy Resolution No. 3

Administrative Resolutions

WHEREAS, Article V, Section II, of the By-laws states, "The Board of Directors shall have all of the powers and duties necessary for the administration of the affairs of the Condominium Association,"; and

WHEREAS, the Board has determined a need to adopt standard procedures for making, considering, adopting, and recording Administrative Resolutions; and

WHEREAS, it is the intent of the Board to implement such standard procedures;

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures be established within the Hunting Ridge Condominium Association relative to the making, consideration, adoption, and recordation of Administrative Resolutions:

1. Proposed Administrative Resolutions shall be included in the published agenda of the Board meeting at which the resolution is to be considered. The Administrator or legal counsel shall review the proposed resolution for consistency with governing documents and previously adopted resolutions.

2. The proposed resolution may be amended and/or adopted by the affirmative vote of a majority of the Board of Directors.

3. Administrative Resolutions shall remain in effect until rescinded, or superceded by the Board, unless a specific period of duration is so stated in the resolution. The Administrator shall place on the agenda of the Board consideration of any resolution due to expire sixty (60) days prior to its expiration.

4. Administrative Resolutions may be amended by the Board by affirmative vote of a majority of the Directors.

Approved this 27 day of JUNE 1984, by the affirmative vote of 3 Directors versus the negative vote of 0 Directors.

Thy R. Banning, Pres.

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INCORPORATED

Policy Resolution No. 4

General Resolutions

WHEREAS, Article V, Section II, of the Bylaws states, "The Board of Directors shall have all of the powers and duties necessary for the administration of the affairs of the Condominium Association,"; and

WHEREAS, for the purposes of carrying out those powers and duties, the Board must make certain routine decisions on behalf of the Condominium Association.

WHEREAS, there is a need to adopt guidelines for making and recording these General Resolutions of the Board;

NOW, THEREFORE, BE IT RESOLVED THAT the Board shall establish within the Hunting Ridge Condominium Association the following guidelines for the making, consideration, adoption, and recordation of General Resolutions:

1. The proposed General Resolution shall be read and acted upon in any regular or special meeting of the Board. To be adopted, a General Resolution shall have the approval of a majority of those Board members present.

2. General Resolutions adopted by the Board shall appear in Part IV of the Book of Resolutions of the Condominium Association and may be recorded beginning with the words, "The Board resolved that...".



Approved this 27 day of JUNE, 1984, by the affirmative vote of 3 Directors, versus the negative vote of 0 Directors.

POLICY RESOLUTION

HANDICAPPED PARKING SPACE ALLOCATION

In order for the Board of Directors to consider and vote on the allocation of a handicapped parking space to any resident, the resident must submit the following information and abide by the following rules.

1. All approvals will be valid for a maximum period of one year. April 1 of each year is the designated day the applicant should submit the required information to the Board of Directors. The Directors will grant approvals with an effective date of May 1 of each year.
2. The applicant must submit a copy of the Doctor's certificate used to gain approval from the Motor Vehicle Department.
3. The Board of Directors will circulate a petition in your building requesting owners to state their opinion on whether the space should be granted. Residents will be given two weeks to respond; no response will be considered a "yes" vote.
4. A copy of the current vehicle registration form must be submitted to the Board of Directors.
5. A written request from the applicant must be included stating the reasons why the space is needed and the anticipated duration of the need.

Upon receipt of this information, the Board of Directors will decide on whether or not the space should be allocated and respond in writing to the applicant.

6. Although the applicant may be "granted" the space, the space cannot be specifically reserved for the applicant. Any vehicle authorized to have handicapped tags may park in the space from time to time.
7. Should a non-handicapped registered vehicle park in the space, the applicant should contact the local Police Department for ticketing and/or towing.

Adopted by: HUNTING RIDGE CONDOMINIUM ASSN, INC
1-31-84

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

RESOLUTION

POLICY FOR COLLECTION OF ASSESSMENTS

WHEREAS, it is the duty of the Board of Directors to collect assessments due to the Association as stated in Article III, Part C of the Bylaws; and

WHEREAS, the Bylaws allow certain collection action to be taken as stated in Article V, Part B; and

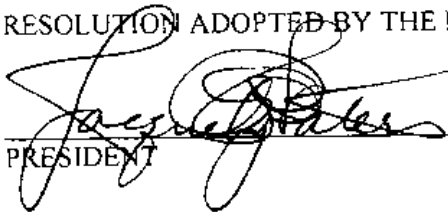
WHEREAS, the collection of assessments in a timely fashion is an integral part of the operation of the Association;

NOW, THEREFORE, BE IT RESOLVED THAT the procedure for collection of delinquent assessments be as follows:

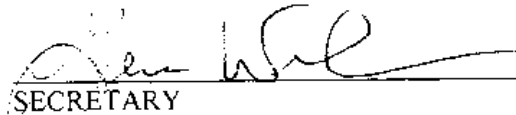
1. This Resolution shall not limit the number or scope of possible collection actions that may be taken against delinquent owners. Similarly, this resolution shall not limit the time frames of any collection actions that are to be taken. No owner may consider or use the time frames suggested by this resolution as a defense to any collection action that was taken even if the action taken was outside the time frame indicated in this resolution.
2. Each owner's annual assessment is due on the 1st day of January; however, for the convenience of owners, the annual assessment may be paid in equal monthly installments on the 1st day of each month, unless otherwise notified by the Board of Directors. There may also be additional fees due, including, but not limited to, special assessments, charges, interest or fines, which are subject to this collection policy.
3. Notices, documents and all correspondence relating to assessments will be mailed to the address which appears on the records of the association. It is each owner's responsibility to inform the association's Management Agent, in writing, of any address change. Payment coupons are provided to all owners once a year.
4. On or about the 9th of each month, the Management Agent will mail a reminder notice to all owners with a balance for that month. This notice includes notice of acceleration indicating that the account will be accelerated if payment is not received and the remainder of the fee for the balance of the fiscal year will be due.
5. If at the close of business on the 15th of the month, there is an assessment balance due, a late fee of \$15.00 [or 10% of the balance owed] as determined annually by the Board of Directors will be added. Management Agent is authorized to waive one late fee per fiscal year at an owner's request based on the owner's good payment history.
6. On or about the 25th day of the month, the Management Agent will mail a notice to delinquent owners advising that their fee has still not been received and that in 10 days their account will be turned over to the association's attorney for lien filing, lawsuit and/or foreclosure.
7. On or about the 5th day of the second month of delinquency, the Management Agent will turn all delinquent owner accounts not paid by that date over to the association's attorney for collection action. Once the account has been turned over to the attorney, all correspondence with the owners regarding their account must be between the owners and the attorney.
8. On or about the 20th day of the second month of delinquency, the association's attorney will send each delinquent owner a Notice of Intent to File a Lien (NOI).
9. Between the 30th day and the 45th day after the NOI was deemed to be received by the owner(s), the association's attorney will file the lien against the owner. Lien filing is also subject to notice requirements that the attorney will verify before filing the lien.
10. On or about the 60th day of delinquency, the attorney will proceed with a lawsuit against the delinquent owner(s).

11. If an account has not been paid in full by the 60th day of delinquency, that owner, his/her tenants, guests, etc. will lose their rights to use the swimming pool, tennis courts and other common recreation facilities/
12. Owners who owe any in-house service fee and do not pay that charge within 30 days of the date service was rendered will not be eligible to utilize the in-house service until the charge is paid. The towing policy as defined in #10 will be followed on all in-house service delinquencies.
13. All charges for collection action will be charged to the owner(s).
14. All checks returned unpaid must be replaced with a cashier's check or money order and will incur an administrative charge.
15. Payments received from an owner will be credited to the outstanding balance in the following order:
 - Court costs, attorney's fees and other costs related to collection.
 - Fines, late fees or accrued interest, as applicable.
 - Special assessments.
 - Annual assessments.
16. In the event an owner attempts to make a payment of less than all monies due and owing the association after collection proceedings have commenced, the association's attorney will either send a letter to the owner or attempt to contact the owner by telephone or e-mail advising the owner that the payment was applied in accordance with Paragraph 16 hereof, and that his or her account remains delinquent as to all remaining monies owed to the association. The association's retention for the partial payment does not constitute a waiver of the Board's authority to foreclose on the owner's property or take action against the owner to collect the outstanding balance.

RESOLUTION ADOPTED BY THE BOARD OF DIRECTORS AND EFFECTIVE ON 10/3/16.



PRESIDENT



SECRETARY

Articles of Incorporation
Hunting Ridge Condominium Association



STATE OF MARYLAND

STATE DEPARTMENT OF ASSESSMENTS AND TAXATION
301 WEST PRESTON STREET
BALTIMORE 21201

THIS IS TO CERTIFY THAT the within instrument is a true copy of the

ARTICLES OF INCORPORATION

OF

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

as approved and received for record by the State Department of Assessments
and Taxation of Maryland, June 29, 1981

at 10:30 o'clock A.M.

AS WITNESS my hand and official Seal of the said Department at
Baltimore this 29th day of June 1981.

A handwritten signature in cursive script, appearing to read "P.B. Anderson", written over a horizontal line.

Paul B. Anderson
Charter Specialist

ARTICLES OF INCORPORATION

OF

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

The undersigned subscriber, Carol Janni, whose office address is 5550 Friendship Boulevard, Suite 290, Chevy Chase, Maryland 20015, being at least eighteen (18) years of age, does hereby act as incorporator with the intention of forming a corporation under and by virtue of the General Laws of the State of Maryland, and for such purpose hereby makes, executes and adopts the following Articles of Incorporation:

ARTICLE I. The name of this corporation (which is hereinafter referred to as the "Association") shall be:

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

Terms used herein shall have the definition given in the Declaration or By-Laws except where otherwise specifically provided herein.

ARTICLE II. The period of existence and duration of the life of this Corporation shall be perpetual.

ARTICLE III. The post office address of the principal place of business for the transaction of business of this Corporation shall be located in Prince George's County, State of Maryland, at Greenbelt, Maryland. The statutory resident agent of this Corporation shall be Carol Janni, whose post office address is 5550 Friendship Boulevard, Suite 290, Chevy Chase, Maryland 20015. Said resident agent is a citizen and actual resident of the State of Maryland.

ARTICLE IV. The general purpose for which the Association is formed, and the business or objects to be carried on and promoted by it, are as follows:

A. To be the "Council of Unit Owners" as defined in the Condominium Act of the State of Maryland, Title 11, Real Property, Section 11-109 of the Annotated Code of Maryland (1980 Cum. Supp.), as amended, for the administration and operation of Hunting Ridge Condominium created or to be created pursuant to the provisions of the Condominium Act; and as such Council of Unit Owners to operate and administer the "Condominium Regime" established by the Declaration for Hunting Ridge Condominium and recorded or to be recorded among the Land Records of Prince George's County, Maryland, and to carry out the functions and duties of said Condominium Regime as set forth in said Declaration.

B. To have and to exercise any and all powers, rights and privileges which a corporation organized under the non-profit, non-stock corporation laws of the State of Maryland may now or hereafter have or exercise.

C. To have and to exercise any and all powers, rights and privileges which a council of unit owners organized pursuant to Title 11, Real Property, Section 11-109, of the Annotated Code of Maryland (1980 Cum. Supp.), as amended, may now or hereafter have or exercise.

ARTICLE V. The Association shall have members consisting of all persons, including the DEVELOPER as the DEVELOPER shall be defined in the aforesaid Declaration, who own condominium units in the Condominium Regime known as Hunting Ridge Condominium; provided, however, that any such person, group of persons or entity who holds such interest merely as security for the performance of an obligation shall not be a member.

ARTICLE VI. The respective rights, privileges and duties attendant upon Members are as follows:

A. Membership shall carry with it a right of enjoyment and use of the Condominium facilities in accordance with the Declaration and the Association's By-Laws attached to and recorded with the Declaration (said By-Laws are hereinafter referred to as the "By-Laws") and such rules and regulations as may be promulgated from time to time by the Association's Board of Directors. Each Unit in the Condominium shall be entitled to one (1) vote, as more fully set forth in Exhibit D to the Declaration and in the By-Laws.

B. The rights of the Members to elect the Board of Directors are set forth in the By-Laws.

ARTICLE VII. The Association shall have a lien on the outstanding aforesaid Memberships in order to secure payment of any sums which shall be due or become due from the holders thereof for any reason whatsoever, as more particularly provided by the Condominium Act, Declaration and the By-Laws. Memberships shall be assessable as provided in the Declaration and By-Laws.

ARTICLE VIII. In the event any Member sells, assigns, or otherwise transfers of record the fee interest in any unit in which he holds the interest required for Membership, such Member shall, at the same time, be deemed to have assigned the Membership appurtenant to said unit to the transferee of the unit and delivered said Membership to him for transfer on the books of the Association. The foregoing sentence shall not apply in the event a Unit is transferred merely as security for the performance of an obligation. Except as provided in this Article, Memberships shall not be transferable.

ARTICLE IX. This Association shall be without capital stock and will not be operated for profit.

There shall be no dividends paid to any of the Members, nor shall any part of the income of the Association be distributed to its Board of Directors or officers. In the event there are any excess receipts over disbursements as a result of performing services, such excess shall be applied against future expenses. The Association (i) may confer benefits upon its Members in conformity with its purposes, and (ii) upon dissolution or final liquidation, may make distribution to its Members as is permitted by the governing statute or the court having jurisdiction thereof, and no such payment, benefit or distribution shall be deemed to be a dividend or distribution of income.

This Association shall issue no shares of stock of any kind or nature whatsoever. Membership in the Association and the transfer thereof, as well as the number of Members, shall be

upon such terms and conditions as provided in the Declaration and By-Laws. The voting rights of the Members shall be as set forth in the Declaration and By-Laws.

ARTICLE X. The affairs of the Association shall be managed by a Board of Directors. The exact number of directors shall not be less than three (3) nor more than five (5). The number of directors constituting the original Board of Directors shall be three (3), and the names and addresses of the persons who are to serve until the first annual meeting of Members and until successors are duly chosen and qualified are as follows:

<u>NAME</u>	<u>ADDRESS</u>
Anthony C. Koonas	5550 Friendship Boulevard Suite 290 Chevy Chase, Maryland 20015
Carol Janni	5550 Friendship Boulevard Suite 290 Chevy Chase, Maryland 20015
Michael J. Ferraguto	5550 Friendship Boulevard Suite 290 Chevy Chase, Maryland 20015

The qualifications, powers, duties and tenure of the directors and the manner by which the directors are to be chosen shall be prescribed and set forth in the By-Laws of the Association. Officers of this Association shall be elected and shall serve as provided for in said By-Laws.

ARTICLE XI. The internal affairs of the Association shall be regulated by the By-Laws. The By-Laws of the Association shall initially be made and adopted by its first Board of Directors.

ARTICLE XII. This Association reserves the right to amend, alter or repeal any provision contained in these Articles in the manner now or hereafter prescribed by statute for the amendment of articles of incorporation.

ARTICLE XIII. The Association shall indemnify every officer and director of the Association against any and all reasonable expenses, including reasonable counsel fees, incurred by or imposed upon any officer or director in connection with any action, suit or other proceeding (including settlement of any such suit or other proceeding if approved by the then Board of Directors of the Association) to which he may be made a party by reason of being or having been an officer or director of the Association whether or not such person is an officer or director at the time such expenses are incurred. The officers and directors of the Association shall not be liable to the Members of the Association for any mistake in judgment, negligence, or otherwise, except for their own individual willfull misconduct or bad faith. The officers and directors of the Association shall have no personal liability with respect to any contract or other commitment made by them, in good faith, on behalf of the Association, and the Association shall indemnify and forever hold each such officer and director free and harmless against any and all liability to others on account of any such contract or commitment. Any right to indemnification provided for herein shall not be exclusive of any other rights to which any officer or director of the Association, or former officer or director of the Association, may be entitled.

The directors shall exercise their powers and duties in good faith and with a view to the interests of the Association and the Condominium Regime. No contract or other transaction between the Association and one or more of its directors, or between the Association and any corporation, firm or association in which one or more of the directors of this Association are directors and officers or are pecuniarily or otherwise interested, is either void or voidable because such director or directors are present at the meeting of the Board of Directors or any committee thereof which authorizes or approves the contract or transaction, or because his or their votes are counted for such purpose, if any of the conditions specified in any of the following paragraphs exist:

1. the fact of the common directorate of interest is disclosed or known to the Board of Directors or a majority thereof or noted in the Minutes, and the Board authorizes, approves, or ratifies such contract or transaction in good faith by a vote sufficient for the purpose; or

2. the fact of the common directorate or interest is disclosed or known to the Members, or a majority thereof, and they approve or ratify the contract or transaction in good faith by a vote sufficient for the purpose; or

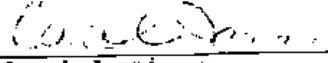
3. the contract or transaction is commercially reasonable to the Association at the time it is authorized, ratified, approved or executed.

Any common or interested director may be counted in determining the presence of a quorum of any meeting of the Board of Directors or committee thereof which authorizes, approves or ratifies any contract or transaction, and may vote at such meeting to authorize any contract or transaction with like force and effect as if he were not such a director with a commonality of interest.

ARTICLE XIV. In the event this Association (i) is consolidated with another corporation, (ii) is merged into another corporation, or (iii) sells, leases, exchanges or otherwise transfers all or substantially all of its property and assets, then in such event no Member of this Association shall be entitled to demand or receive any payment for his Membership in this Association from (i) this Association, (ii) the consolidated corporation, (iii) the corporation surviving the merger, or (iv) the transferee, (each of said corporation(s) is hereafter referred to as the "successor"); provided, however, that the successor:

1. shall be a corporation without capital stock and shall not be operated for profit; and
2. shall be organized for the same general purposes as specified in ARTICLE IV of these Articles of Incorporation.

IN WITNESS WHEREOF, I have hereunto affixed my hand and seal on this day of , 1981.

 [SEAL]
Carol Janni

COUNTY OF MONTGOMERY)
) SS:
STATE OF MARYLAND)

BE IT REMEMBERED, that on this 25th day of June, 1981, personally appeared before me, a Notary Public in and for the jurisdiction aforesaid, Carol Janni, party to the foregoing Articles of Incorporation, known personally to me as such, and I having first made known to her the contents of the said Articles of Incorporation, she did acknowledge that she signed, sealed and delivered the same as her voluntary act and deed, and she acknowledged the facts stated to be true as set forth.

GIVEN under my hand the year and day first above written.

[Signature]

Notary Public

My Commission Expires:

July 1, 1982

Budget
Hunting Ridge Condominium Association

HUNTING RIDGE
APPROVED
2024 BUDGET SUMMARY

CODE	ITEM	BUDGET	COST AS OF	APPROVED
		2023	6/30/2023	BUDGET
				8.87%
40100	Assessments	\$2,215,560	\$1,107,780	\$2,412,039
40303	Late Fees - Accrual	\$7,500	\$4,080	\$8,200
40400	Recreation Income	\$4,500	\$1,800	\$4,500
40800	In-House Service Income	\$6,000	\$2,215	\$5,000
40900	Miscellaneous Homeowner Charge	\$0		
41010	Interest Income	\$6,300	\$4,123	\$26,250
41500	Other Income	\$4,000	\$1,280	\$2,400
41800	Accounting Administration Fees	\$3,600	\$1,820	\$3,600
41900	News Review Reimbursement	\$540	\$300	\$600
42203	Legal Income - Accrual	\$15,000	\$12,062	\$24,000
42500	Storage Bin Income	\$3,000	\$1,850	\$3,000
43903	Billable Homeowner Income		\$29,650	\$0
44000	Insurance Claim Income		\$15,706	\$0
	TOTALS	\$2,266,000	\$1,182,666	\$2,489,589
	ITEM			
50000	Personnel	\$223,215	\$110,536	\$236,411
51300	H.S.A. Expense	\$5,000	\$2,502	\$5,000
51400	Health/Dental/Life	\$43,567	\$14,546	\$27,523
51500	Payroll Expenses	\$19,701	\$10,054	\$20,710
51700	Uniforms	\$600	\$0	\$600
51900	Cell Phone Reimbursement	\$600	\$300	\$600
52000	IRA Match	\$2,800	\$671	\$1,200
53001	Plumbing Supplies	\$3,600	\$316	\$1,800
53002	Central Plant Supplies	\$3,600	\$234	\$2,400
53003	Fire Equipment Service	\$480	\$348	\$480
53004	Miscellaneous Building Materials	\$6,000	\$2,126	\$6,000
53006	Janitorial Supplies	\$7,500	\$3,256	\$7,500
53007	Electrical Supplies	\$750	\$109	\$500
53008	Equipment/Tool Rental	\$300	\$0	\$300
53009	Maintenance/Hand Tools	\$5,000	\$181	\$2,400
53011	Pool Supplies	\$1,500	\$280	\$1,500
53013	Signs	\$600	\$547	\$750
53015	Pool Furniture	\$1,500	\$0	\$1,500
53016	Recreation Equipment	\$1,000	\$0	\$750
53017	Snow Supplies	\$750	\$445	\$750
53018	In-House Service Supplies	\$4,800	\$4,103	\$6,000
53020	Gas/Oil/Vehicle Parts	\$5,000	\$1,850	\$5,000
60100	Drywall Repair	\$0	\$10,796	\$15,000
60200	Floor/Carpet Expense	\$0	\$0	\$0
60300	Roofing Repair	\$10,000	\$3,085	\$7,500
60500	Glass Repair	\$1,200	\$320	\$1,200
60600	Fire Equipment Service	\$4,000	\$674	\$4,000
60900	Electrical Repairs	\$1,800	\$10,130	\$2,400
61000	Miscellaneous Repairs	\$1,800	\$3,285	\$3,600
61200	Plumbing	\$37,980	\$22,511	\$37,980
61300	Central Plant Service	\$35,400	\$16,926	\$35,400
61400	Janitorial Service	\$86,688	\$36,120	\$95,728
61500	Exterminating	\$13,525	\$5,134	\$13,525
61600	Trash Removal	\$61,212	\$30,995	\$61,212
61700	Lawn Maintenance	\$40,896	\$20,448	\$42,213
61800	Landscaping Service	\$12,500	\$19,026	\$7,500
61900	Snow Services	\$24,000	\$0	\$16,000
62000	Tree Removal	\$6,000	\$0	\$5,000

**HUNTING RIDGE
APPROVED
2024 BUDGET SUMMARY**

62100	Pool Management	\$25,000	\$16,599	\$32,000
62200	Pool Repair	\$3,600	\$3,217	\$3,600
62300	Railing Repair/Welding	\$2,400	\$480	\$2,400
62600	Patrol Service	\$22,226	\$1,497	\$22,226
62700	Alarm Service	\$4,800	\$200	\$16,524
62800	Equipment Repair	\$2,400	\$775	\$2,400
63100	Watering/Irrigation	\$1,950	\$1,410	\$2,400
63900	Billable Owner Expense	\$0	\$9,970	\$0
70100	Bank Charges	\$120	\$201	\$120
70600	Printing/Postage/Office Supplies	\$8,400	\$2,921	\$7,000
70700	Phone/Message Service	\$11,832	\$5,330	\$11,832
70800	Pager Expense	\$0	\$0	\$0
71000	Office Equipment	\$1,224	\$307	\$1,224
71200	Miscellaneous Expense	\$3,600	\$665	\$3,600
80100	Electricity	\$274,649	\$93,851	\$321,438
80200	Natural Gas	\$118,250	\$51,138	\$143,955
80300	Water & Sewer	\$302,683	\$132,887	\$274,562
80400	Fuel Oil	\$0	\$0	\$0
90200	Legal	\$20,000	\$18,662	\$20,000
90300	Audit	\$5,500	\$5,400	\$5,500
90500	Dues/Education	\$775	\$305	\$775
90700	Management Fee	\$98,808	\$49,710	\$98,808
90800	Income Tax	\$1,384	\$3,000	\$4,125
90801	Taxes/License/Registration Fees	\$1,570	\$693	\$1,570
91000	Insurance	\$95,601	\$42,623	\$278,525
91600	Professional Services	\$2,280	\$1,655	\$1,200
91800	Accounting Administration Fees	\$4,800	\$3,135	\$4,800
93000	Capital Improvements	\$0	\$0	\$0
94000	Insurance Claim Expense	\$40,000	-\$23,856	\$20,000
94500	Bad Debt Expense	\$15,000	\$7,500	\$15,000
95000	Operational Reserve	\$11,211	\$0	\$5,000
	Reserve Fund	\$511,073	\$255,536	\$511,073
	TOTALS	\$2,266,000	\$1,017,665	\$2,489,589

Unit Type	% Interest	# of Units	2022	2023	2024
A-901 sq.ft.	0.002700	30	\$484	\$498	\$543
B-1063 sq.ft.	0.003186	114	\$571	\$588	\$640
C-1286 sq.ft.	0.00386	36	\$690	\$712	\$775
D-750 sq.ft.	0.002247	171	\$402	\$415	\$452
E-994 sq.ft.	0.002985	11	\$534	\$551	\$599

Bylaws
Hunting Ridge Condominium Association

**AMENDMENT TO THE AMENDED AND RESTATED BY-LAWS OF
HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.**

(INSURANCE DEDUCTIBLE)

WHEREAS, Hunting Ridge Condominium Association, Inc. (hereinafter the "Condominium") is a duly created condominium by virtue of the recordation of its Declaration and Amended and Restated By-Laws (the "By-Laws") in the Land Records of Prince George's County, Liber 5485, Folio 332 *et seq.*; and

WHEREAS, the Council of Unit Owners (the "Council") has determined it is necessary to amend Article X, Section 7 of the By-Laws pertaining to insurance deductibles; and

WHEREAS, pursuant to Article XIV, Section 1 of the By-Laws, the By-Laws may be amended by the affirmative vote of Unit Owners representing more than sixty-six and two-thirds (66-2/3%) percent of the total percentage interest of the Council of Unit Owners, present in person or by proxy, at any regular or special meeting of the Council of Unit Owners; and

WHEREAS, the affirmative vote of Unit Owners representing more than sixty-six and two-thirds (66-2/3%) percent of the total percentage interest of the Council of Unit Owners have approved this Amendment.

NOW THEREFORE, the By-Laws of Hunting Ridge Condominium Association, Inc., are hereby amended as follows:

A. Article X, Sections 7 and 8 shall be deleted in their entirety and replaced with the following:

Section 7. Insurance Deductible. In the event of an insured loss to a Unit or common element under the Condominium's master casualty insurance policy, if the loss is caused by anything in a Unit or anything deemed to be a part of the Unit, the Owner of said unit shall bear the responsibility for all costs, including the insurance deductible, up to the amount of one thousand dollars (\$1,000.00) or such greater amount as may be permitted from time to time by the Act, without regard to the negligence of the Unit Owner or his or her tenant, guest or invitee. In the event there are contributing sources to the damage, all costs, including the payment of the insurance deductible, shall be apportioned as determined by the Board of Directors, in its sole discretion. The amount of the insurance deductible owed by a Unit Owner shall be charged as an Assessment and may be collected in the same manner as an Assessment in accordance with Section 11-110 of the Maryland Condominium Act. The amount of the insurance deductible which exceeds \$1,000.00, or such greater amount as may be permitted by the Act, is the responsibility of the Council and is a common expense. Further, if the loss originates from the common elements, the insurance deductible shall be paid by the Council as a common expense. If the amount of damage does not meet the deductible, no claim shall be filed against the master casualty insurance policy.

Section 8. Subrogation. In the event that the Council is required to pay a deductible amount in excess of the \$1,000.00 (or such greater amount as may be permitted by the Act) paid by the Unit Owner for a loss the cause of which originated in the Unit, the Council shall be entitled to subrogate against said Unit Owner, his tenants, guests or invitees for the full amount paid by the Council plus costs and all attorney's fees actually incurred if the Board of Directors determines, in its sole discretion, that the Unit Owner or his tenants, guests or invitees was negligent and caused the damage.

Section 9. Uninsured Loss. In the event of an uninsured loss, if the loss is caused by anything in a Unit or for which the Unit Owner has the maintenance, repair or replacement responsibility, the Owner of said Unit shall bear the responsibility for all such costs.

Section 10. Payment of Proceeds. There shall be no insurance trustee. All proceeds of physical damage insurance policies purchased by the Board of Directors for the benefit of the Condominium shall be paid to the Board of Directors. The Board shall disburse such funds as it determines appropriate.

IN WITNESS THEREOF, on this 7 day of JULY, 2003, the Council of Unit Owners on behalf of Hunting Ridge Condominium Association, Inc. executed the foregoing Amendment to the By-Laws of Hunting Ridge Condominium Association, Inc.

Council of Unit Owners of Hunting Ridge Condominium Association, Inc.

By: Sally Boardman
President

By: A. L. P. B...
Secretary

STATE OF MARYLAND
COUNTY OF PRINCE GEORGES

I, STEPHEN BOPP, a Notary Public in and for the State of Maryland, do hereby certify that SALLY BOARDMAN known to me (or satisfactorily proven) to be the person named as the President of Hunting Ridge Condominium Association, Inc. personally appeared before me in the above-referenced jurisdiction, and as President, and by virtue of the authority vested in him/her, acknowledge that the Amendment to the By-Laws to be the Act and Deed of the Council of Unit Owners of Hunting Ridge Condominium Association, Inc.

GIVEN under my and seal this 7 day of JULY 2003.

Stephen Bopp
Notary Public

My Commission expires: 9-1-2004

CERTIFICATE OF THE SECRETARY OF HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

(INSURANCE DEDUCTIBLE)

I hereby certify that on the 7 day of July, 2003, that I was acting Secretary of Hunting Ridge Condominium Association, Inc. at the meeting of the Condominium at which the aforesaid Amendment was approved, and that I was the person authorized pursuant to the Condominium's By-Laws to count the votes at said meeting. I further certify that said approval was by Unit Owners having the percentage of votes required by the By-Laws, that the required written notice of the same was mailed to all Unit Owners and that accordingly, the aforesaid Amendment shall be effective.

ATTEST:

BY: Sally Bauman President

BY: R. C. Brown Secretary

STATE OF MARYLAND COUNTY OF PRINCE GEORGE

I, STEPHEN OPP a Notary Public in and for the State of Maryland, do hereby certify that RONALD C. BROWN known to me (or satisfactorily proven) to be the person named as the Secretary of Hunting Ridge Condominium Association, Inc. personally appeared before me in the above-referenced jurisdiction, and as Secretary, and by virtue of the authority vested in him/her, acknowledge the Amendment to the By-Laws to be the Act and Deed of the Council of Unit Owners of Hunting Ridge Condominium Association, Inc.

GIVEN under my and seal this 7 day of July 2003.

Stephen Opp Notary Public

My Commission expires: 9-1-2004

2003 DEC 13 A 11: 15

CLERK OF THE
CIRCUIT COURT

14245 639

AMENDED AND RESTATED BYLAWS OF
HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

NAGLE & ZALLER, P.C.
Attorneys
10320 Little Patuxent Parkway
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MISC	89.00
TOTAL	89.00
Rec'd PG&E	Sept 4 98130
VJ LNS	Blk 4 4583
Dec 13, 2003	11:15 am

AMENDMENT TO THE BYLAWS OF
HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

WHEREAS, Hunting Ridge Condominium Association, Inc. is a duly created condominium association by virtue of the recordation of its Declaration and Bylaws by among the land records of Prince George's County, Maryland in Liber 5485, Folio 332 et seq.; and

WHEREAS, the Council of Unit Owners has determined that it is necessary to amend the current Bylaws in their entirety; and

WHEREAS, Article XV, Section 1 of the Bylaws provides that the Bylaws may be amended by the affirmative vote of unit owners representing seventy-five percent (75%) of the unit owners at any regular or special meeting; and

WHEREAS, Article XV, Section 1 of the Bylaws provides that the Bylaws may be amended by the written consent of all mortgagees; and

WHEREAS, written notice of the Amended and Restated Bylaws was sent to each mortgagee and holder of first deeds of trust in accordance Section 11-104 of the Maryland Condominium Act; and

WHEREAS, Unit Owners representing over seventy-five percent (75%) of the unit owners have approved the Amended and Restated Bylaws as evidenced by the Certificate of Secretary attached hereto; and

WHEREAS, no Mortgagees have objected to the Amended and Restated Bylaws and therefore are deemed to have consented to the Amendment in accordance with Section 11-104 of the Maryland Condominium Act.

NOW THEREFORE, in accordance with the Bylaws of Hunting Ridge Condominium Association, Inc. the Bylaws of Hunting Ridge Condominium Association, Inc. are hereby amended by striking the current Bylaws and any and all supplements thereto in their entirety and substituting the following:

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**AMENDED AND RESTATED BYLAWS OF
HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.**

**Article I
Plan of Ownership**

Section 1. Applicability. These Bylaws provide for the governance of Hunting Ridge Condominium Association, Inc. (the "Condominium") pursuant to the requirements of the Maryland Condominium Act (the "Act"). The Property, located in Prince George's County, Maryland was submitted to the provisions of the Act by recordation of the Declaration and the Bylaws among the Land Records of Prince George's County, Maryland in Liber 5485, Folio 332 et seq.

Section 2. Compliance. Pursuant to the provisions of the Act, every Unit Owner, family member, tenant, employee, invitee, agent, licensee and all those entitled to occupy a Unit shall comply with these Bylaws and the Declaration.

Section 3. Office. The office of the Condominium and the Board of Directors ("Board") shall be located at the Condominium or at such other place as may be designated from time to time by the Board.

Section 4. Definitions. Terms used herein without definition shall have the meanings specified for such terms in the Act.

**Article II
Council of Unit Owners**

Section 1. Composition. The Council of Unit Owners ("Council") is an unincorporated Council of Unit Owners pursuant to Section 11-109 of the Maryland Condominium Act, but may, in the sole discretion of the Board of Directors, be incorporated pursuant to the Corporations and Associations Article of the Annotated Code of Maryland. The Council consists of all of the Unit Owners acting as a group in accordance with the Act and pursuant to the Declaration and these Bylaws. For all purposes the Council shall act merely as an agent for the Unit Owners as a group. The Council shall have the responsibility of administering the Condominium, establishing the means and the methods of collecting assessments and charges, arranging for the management of the Condominium and performing all of the other functions that may be required or permitted to be performed by the Council in accordance with the Act and the Declaration. Except as to those matters which the Act or the Declaration specifically requires to be performed by the vote of the Council, the foregoing responsibilities shall be performed by the Board or Managing Agent as more particularly set forth in Article III of these Bylaws.

Section 2. Members. The Condominium shall have as its members every person, corporation, trust or other legal entity, or any combination thereof, who or which owns a Unit ("Unit Owner"); provided however, that any person, corporation, trust or other legal entity, or any combination thereof, who or which holds such interest solely as security for the performance of an obligation shall not be a member solely on account of such interest.

Section 3. Annual Meetings. Unless otherwise directed by the Board, the annual meeting of the Council shall be held during the month of April each year on a day and at an hour designated by the Board. At such annual meeting directors shall be elected by ballot, or directed proxy, of the Unit Owners in accordance with the Act and the requirements of Articles II and III of these Bylaws. Any other business of the Council may be conducted at the annual meeting, and the notice of annual meeting need only indicate that the purpose is to conduct the annual meeting.

Section 4. Place of Meetings. Meetings of the Council shall be held at the principal office of the Condominium or at such other suitable place convenient to the Unit Owners as may be designated by the Board.

Section 5. Special Meetings. The President shall call a special meeting of the Council if so directed by the resolution of the Board, or upon presentation to the Secretary of a petition signed by Unit Owners holding not less than twenty percent (20%) of the total votes of the Unit Owners. The notice of any special meeting shall state the date, time, place and purpose thereof. No business shall be transacted at a special meeting except as stated in the notice.

Section 6. Notice of Meetings.

(a) The Secretary, or the Managing Agent under the supervision of the Secretary, shall provide Unit Owners with notice of each annual or special meeting. Such notice shall be in writing and shall be either delivered or mailed to each Unit Owner at least ten (10) days, but not more than ninety (90) days prior to the meeting, at the address shown on the Condominium's roster of Unit Owners on the date of the notice. If mailed, the notice shall be deemed given when deposited in the United States mail, postage prepaid and addressed to the Unit Owner at the address on the Condominium's roster as of the date of the notice. The notice shall specify the day or date, time, place and purpose of the meeting.

(b) The notice shall also state that if the number of Unit Owners present at a meeting does not constitute a quorum, another meeting of the Unit Owners may be called for the same purpose, pursuant to the provisions of Section 5-206 of the Maryland Corporations and Associations Article, if:

(1) a majority of the Unit Owners, present at the meeting in person or by proxy vote to approve the additional meeting; and,

(2) at least fifteen (15) days notice of the time, place and purpose of the additional meeting is advertised in a newspaper published in Prince George's County. The advertisement shall also set forth that at the additional meeting, the Unit Owners present at the meeting, in person or by proxy, shall constitute a quorum and that by vote of a majority of those Unit Owners any action which could have been taken at the original meeting if a quorum had been present may be taken at the additional meeting.

Section 7. Waiver of Notice. Waiver of notice of a meeting of the Council shall be deemed the equivalent of proper notice. Any Unit Owner may file with the Board a written waiver of notice of any meeting of the Council, either before or after such meeting. Attendance at a meeting by a Unit Owner, whether in person or by proxy, shall be deemed waiver by such Unit Owner of notice of the time, date and place thereof unless such Unit Owner specifically objects to lack of proper notice at the time the meeting is called to order. Attendance at a special meeting shall also be deemed waiver of notice of all business transacted thereat unless objection to lack of notice is raised before the business of which proper notice was not given is put to a vote.

Section 8. Quorum. A quorum is deemed present throughout any meeting of the Council if persons entitled to cast twenty-five percent (25%) (or such lesser percentage as may be provided by the Act) of the total authorized votes are present in person or by proxy at the beginning of the meeting.

Section 9. Order of Business. As far as practical, the order of business at all meetings of the Council shall be as follows, but may be amended at the meeting at the initiative of the President or the Unit Owners present.

- (a) Roll call and certification of proxies.
- (b) Proof of notice of meeting.
- (c) Approval of minutes of preceding meeting(s).
- (d) Election or appointment of inspectors/tellers of election (when so required).
- (e) Election of members of the Board of Directors (when so required).
- (f) Reports of Officers.
- (g) Reports of the Board of Directors.
- (h) Reports of Committees.
- (i) Unfinished business.

- (j) New business.
- (k) Adjournment.

Section 10. Title to Units. Title to a Unit may be taken in the name of one or more persons or entities, in any manner permitted by law. The Council may acquire, hold and transfer full legal title to one or more Units in the Condominium in its own name.

Section 11. Voting.

(a) Voting at all meetings of the Council shall be on a Unit basis, with each Unit being entitled to cast one (1) vote. Votes assigned to Units owned by the Council shall be cast as determined by a majority of the Board. Otherwise, where the ownership of a Unit is in more than one person, the person who shall be entitled to cast the vote of such Unit shall be the person named in a certificate executed by all of the Owners of such Unit and filed with the Secretary or, in the absence of such named persons from such meeting, the person who shall be entitled to cast the vote of such Unit shall be the person owning such Unit who is present at the meeting. If more than one person is present, then such vote shall be cast only in accordance with their unanimous agreement. Such certificates shall be valid until revoked by a subsequent certificate similarly executed.

Except where otherwise required or provided for in the Act, the Declaration or these Bylaws, the Owners of more than fifty percent (50%) of the units voting in person or by proxy at one time at a duly convened meeting at which a quorum is present ("Majority of the Unit Owners") is required to adopt decisions of the Council.

(b) No Unit Owner may vote at any meeting of the Council or be elected to serve on the Board if the Council has recorded a statement of condominium lien against the Owner's Unit and the amount necessary to release such lien has not been paid at the time of such meeting or election or if a Unit Owner has not furnished the Council with his or her name and current mailing address.

(c) No Lessee, lienholder, mortgagee, pledge or contract purchaser shall have any voting rights with respect to the affairs of the Condominium unless such person or entity has been granted such rights pursuant to a valid proxy.

Section 12. Proxy.

(a) At meetings of the Council, each Unit Owner shall be entitled to cast the number of votes appurtenant to his or her Unit. Unit Owners may vote by proxy, but the proxy is effective only for a maximum period of 180 days following its issuance unless granted to a lessee or mortgagee. The proxy shall take the form designated by the Board. Any proxy may be revoked at any time at the pleasure of the Unit Owner(s) executing the proxy.

(b) A proxy who is not appointed to vote as directed by a Unit Owner may only be appointed for the purposes of meeting quorum requirements and to vote for matters of business before the Council other than an election of members of the Board. Only a Unit Owner voting in person, or a proxy voting for candidates designated by a Unit Owner, may vote to elect members of the Board.

Section 13. Conduct of Meetings. The President shall preside over all meetings of the Council and the Secretary or his or her designee shall keep the minutes of the meetings and record in a minute book all resolutions adopted at the meeting as well as a record of all transactions occurring thereat. The President may appoint a person to serve as parliamentarian at any meeting of the Council. The tallying of all votes for the election of the Board shall be supervised by inspectors or tellers election appointed by the President or other Officer presiding over the meeting.

Section 14. Adjournment. Any meeting of the Unit Owners at which a quorum is not present may be adjourned from time to time for periods not less than forty-eight (48) hours by vote of the Unit Owners holding the majority of the eligible votes represented at such meeting. Any business which could have been transacted properly at the original session of the meeting may be transacted at an adjourned session, and no additional notice of such adjourned session shall be required. In the alternative, a meeting may be adjourned and reconvened in accordance with Section 5-206 of the Corporations and Associations Article of the Annotated Code of Maryland. Proxies submitted for the original meeting shall be valid at any adjourned meeting unless withdrawn by the Unit Owner (s) executing the proxy.

Section 15. Consents. Unless other rights established in these Bylaws are infringed upon by the operation of this Section 15, any action which may be taken by a vote of the Unit Owners at a meeting may also be taken by written consent of those Unit Owners who hold the requisite percentage of votes necessary to decide an issue pursuant to these Bylaws.

Section 16. Roster of Unit Owners. The Council shall maintain a current roster of names and addresses of each Unit Owner to which notice of meetings of the Council shall be sent. Each Unit Owner shall, within five (5) days after acquiring title to a Unit in the Condominium, furnish the Managing Agent or the Board with his or her name and current mailing address. No Unit Owner may vote at meetings of the Council until this information is furnished.

Article III
Board of Directors

Part A. Composition and Selection of Board of Directors.

Section 1. Composition. The affairs of the Council and the Condominium shall be governed by a Board of Directors. The Board shall be composed of five (5) persons. The Board shall be comprised of Unit Owners; provided, however, that no Owner and spouse nor multiple Owners of the same Unit may serve on the Board at the same time.

Section 2. Nominating Procedures.

(a) A Unit Owner may nominate himself or herself or any other Unit Owner to be a Director. Except as indicated in subparagraph (c) below, call for nominations shall be sent to all Unit Owners not less than forty-five (45) days before notice of an election is sent. Only nominations made at least fifteen (15) days before the notice of an election shall be listed on the election ballot. Candidates shall be listed on the ballot in alphabetical order, with no indicated candidate preference. If the Board allows and the candidate wishes, a signed personal statement can be inserted with the notice of election.

(b) In addition to the nominations made pursuant to the procedure outlined above, nominations may be made from the floor at the meeting at which the election to the Board is held.

(c) At or before the time votes for the Board are cast by the Unit Owners, all nominees must consent to serve, including any persons "nominated" by a write-in note on a directed proxy.

Section 3. Elections.

(a) The Board of Directors, as of the date of the recording of these Amended and Restated Bylaws consists of five (5) persons who hold staggered three year terms such that the term of at least one (1) Director expires each year. It is the intention of these Bylaws to maintain these staggered terms for Directors, therefore, at each annual meeting a successor(s) shall be elected for a term of three (3) years, to replace the Director(s) whose term then expires.

Section 4. Removal or Resignation of Members of the Board of Directors.

(a) At a duly called regular or special meeting of the Council, any one or more of the Directors may be removed with or without cause by a vote in person or by proxy of Unit Owners representing at least a majority of the total votes of the Council. Any Director whose removal has been proposed by the Unit Owners shall be given fifteen (15) days notice of the meeting including the purpose of the meeting and shall be given an opportunity to be heard at the meeting. Any vacancies created by the removal of one or more Directors may be filled at the same meeting. Successors shall be elected by a plurality vote of those present at the meeting in person or those who have filed a directed proxy, and shall be elected to fill the entire remainder of the original term of the removed Director. A Director may resign at any time.

(b) A Director shall be automatically deemed to have resigned if not in attendance at three (3) consecutive regular meetings of the Board unless the minutes reflect the consent of the Board to such absences.

(c) A Director who becomes more than forty-five (45) days delinquent in the payment of assessments or other charges shall be automatically deemed to have resigned on the forty-sixth (46th) day.

Section 5. Vacancies. Vacancies on the Board caused by any reason other than removal of a Director by vote of the Council shall be filled by a vote of the majority of the remaining Directors at any meeting of the Board. The Director selected by the Board shall serve until a successor shall be elected at the next annual meeting of the Council. Such successor shall fill the remaining term of the vacated position.

Section 6. Compensation. Directors shall not be compensated for acting as such unless and to the extent the members of the Council authorize compensation by a vote of a majority of the total votes of the Council at any meeting duly called for that purpose. Notwithstanding the foregoing, Directors may be reimbursed for reasonable expenses incurred on behalf of the Council as shall be determined by the Board, subject to a report to be included in the Board's meeting minutes.

Section 7. Organizational Meeting. The first meeting of the Board of Directors following the annual meeting of the Council shall be held within ten (10) days of the annual meeting at such time and place as shall be fixed and announced to all Directors at the annual meeting, and no notice shall be necessary to the newly elected members of the Board in order legally to constitute such meeting, providing a majority of the whole Board shall be present thereat.

Part B. Meetings.

Section 8. Regular Meetings.

(a) Regular meetings of the Board may be held at such time and place as shall be determined from time to time by a majority of the Directors, but such meetings shall be held at least once every three (3) months during each fiscal year. Notice of regular meetings of the Board shall be given to each Director by mail or telephone at least five (5) days prior to the day named for such meeting. The date of the next regular meeting may be set at a meeting and such action shall constitute notice of the next meeting to all Directors present at the prior meeting. Each regular meeting shall provide a designated period of time to allow unit owners an opportunity to comment on any matter relating to the Condominium. During a meeting at which the agenda is limited to specific topics, the unit owners' comments may be limited to the topics listed on the meeting agenda.

(b) Regular meetings of the Board, except those portions which may be held in executive session in accordance with the Act, shall be open to all Unit Owners. Notice to Unit Owners of regular Board meetings shall be given at least ten (10) days prior to a meeting in a manner determined by the Board.

(c) The notice requirements contained in this Section 8 may be met by the publication of a schedule setting forth in advance the date, time and location of regular Board meetings.

Section 9. Special Meetings. Special meetings of the Board may be called by the President on three (3) business days notice to each Director by mail, in person or by telephone. The notice shall include the day or date, time, place and purpose of the meeting. Upon written request of at least two (2) Directors, special meetings of the Board shall be called by the President or Secretary in like manner and on like notice. Notice to Unit Owners of special meetings of the Board shall be given in a manner determined by the Board in accordance with the Act. Each special meeting shall provide a designated period of time to allow unit owners an opportunity to comment on the topics listed on the meeting agenda.

Section 10. Waiver of Notice. Any Director may at any time, in writing, waive notice of any meeting of the Board, and such waiver shall be deemed equivalent to the giving of such notice. Attendance by a Director at any meeting of the Board shall constitute a waiver of notice by him or her of the day or date, time, place and purpose of such meeting. If all Directors are present at any meeting of the Board, no notice shall be required (except notice to Unit Owners in accordance with the Act and these Bylaws) and all appropriate business may be transacted at such meeting.

Section 11. Quorum. At all meetings of the Board, the presence of a majority of the Directors shall constitute a quorum for the transaction of business, and the votes of a majority of the Directors present at a meeting at which a quorum is present shall constitute the decision of the Board. If at any meeting of the Board there shall be less than a quorum present, a majority of those present may adjourn the meeting from time to time. At any such adjourned meeting at which a quorum is present, any business which might have been transacted at the meeting originally called may be transacted without further notice.

Section 12. Conduct of Meetings. The President shall preside over all meetings of the Board and the Secretary shall keep or cause to be kept a minute book of the Board recording therein all resolutions adopted by the Board and all relevant transactions and proceedings occurring at such meetings.

Except as provided in Section 13 of this Article III, all meetings of the Board of Directors shall be open to all Unit Owners. Notwithstanding that such meetings shall be open, no person other than members of the Board of Directors shall be entitled to vote or otherwise participate without recognition, unless provided otherwise by the Act. The Board shall have the power to expel from any meeting any and all persons who refuse to conduct themselves appropriately while attending such meeting or who disrupt the proceedings of the Board.

Section 13. Closed Meetings.

(a) A meeting of the Board may be held in closed session for the purposes set forth in Section 11-109.1 of the Act, as the same may be amended from time to time. Such purposes include the following:

- (1) Discussion of matters pertaining to employees and personnel; or
- (2) Protection of the privacy or reputation of individuals in matters not related to Condominium business; or
- (3) Consultation with legal counsel; or
- (4) Consultation with staff personnel, consultants, attorneys or other persons in connection with pending or potential litigation; or
- (5) Investigative proceedings concerning possible or actual criminal misconduct; or
- (6) Compliance with a specific constitutional, statutory or judicially imposed requirement protecting particular proceedings or matters from public disclosure; or
- (7) On an individually recorded affirmative vote of two-thirds (2/3) of the Board members present, for some other reason so compelling as to override the general policy in favor of open meetings.

(b) If a meeting is held in closed session, an action may not be taken and a matter may not be discussed if it is not permitted by the Act. A statement of the time, place, and purpose of the closed meeting, the record of the vote of each Board member by which the meeting was closed, and the recitation of the authority to close the meeting pursuant to Section 11-109.1 of the Act, shall be included in the minutes of the next meeting of the Board.

Part C. Powers and Duties.

Section 14. Powers and Duties. The Board shall manage the affairs of the Council and shall have all the powers and duties necessary for the administration of the Condominium and may do all such acts and things which are not by the Act, the Declaration or these Bylaws specifically directed to be done and exercised exclusively by the Unit Owners.

The Board may delegate to one of its members the authority to act on behalf of the Board on all matters relating to the duties of the Managing Agent, if any, which might arise between meetings of the Board. In addition to the duties imposed by these Bylaws or by any resolution of the Council that may hereafter be adopted, the Board shall have the power to, and be responsible for, the following, by way of explanation but not limitation:

- (a) Preparing a proposed annual budget in accordance with Section 11-109.2 of the Act. Said annual budget shall be submitted to the Unit Owners at least thirty (30) days prior to its adoption, and adopting at an open meeting an annual budget which shall establish the contribution by assessment to be paid by each Unit Owner to the common expenses. The Board of Directors shall have the power to make interim adjustments in the monthly assessments if the current assessments are inadequate or if for any reason the Board deems such change necessary, including, but not limited to, a change in the capital reserve budget. All such adjustments shall be made in accordance with the Act.
- (b) Making assessments against the Unit Owners to defray the common expenses, establishing the means and methods of collecting such assessments from the Unit Owners, and establishing the period of the installment payments of the annual assessments.
- (c) Providing for the operation, care, upkeep, maintenance and repair of all Common Elements and for services to the Condominium.
- (d) Designating, hiring and dismissing the personnel necessary for the maintenance, operation, repair and replacement of the Common Elements, and providing services for the Condominium, and, when appropriate, providing for the compensation of such personnel and for the purchase of equipment, supplies and materials to be used by such personnel in the performance of their duties, which supplies and equipment shall be deemed to be owned as Common Elements.
- (e) Collecting the assessments from the Unit Owners, depositing the proceeds thereof in a bank depository which the Board shall approve, and using the proceeds to administer the Condominium.
- (f) Determining to open and close bank accounts on behalf of the Council and designating the signatories required for each such account; determining how the funds of the Council shall be invested and causing appropriate investment accounts to be opened and closed. (Once such decisions are made by the Board, implementation may be delegated to a committee or management.)
- (g) Determining how common profits or surplus, if any, shall be treated.
- (h) Making and amending rules and regulations respecting the use of the Condominium, including the Units; provided however that all rules shall be enacted in accordance with the procedures set forth in Article VIII, Section I of these Bylaws and that no such Rules or Regulation so adopted shall conflict with the Act, the Declaration or these Bylaws. Furthermore, no Rule or Regulation shall be so construed so as to impair in any manner the lien of any mortgage or deed of trust with respect to any Unit or the Common Elements if such rule or regulation is promulgated after the recordation of such mortgage or deed of trust.

(i) Enforcing by legal means the provisions of the Declaration, these Bylaws and the Rules and Regulations adopted by the Board for use of the Condominium, including utilizing monetary fines and such other sanctions as it deems appropriate to enforce the same, provided the Board complies with the procedures noted in Article VIII, Section 2 of these Bylaws prior to the imposition of any sanction. If a Unit Owner persists in a violation of the Declaration, the Bylaws or any duly enacted Rules and Regulations, the Board of Directors may require him or her to post a bond satisfactory to it, in its sole discretion, to secure future compliance with the Declaration, the Bylaws or the Rules and Regulations.

(j) Causing the repair and restoration of the Condominium in accordance with these Bylaws after damage or destruction by fire or other casualty, or as a result of condemnation or eminent domain proceedings.

(k) Notifying the Unit Owners of any eminent domain proceeding or of any litigation against the Council involving a claim in excess of ten percent (10%) of the amount of the annual budget, and bringing any proceedings which it may deem necessary to be instituted on behalf of the Unit Owners.

(l) Obtaining and carrying insurance against casualties and liabilities, as provided in these Bylaws, paying the cost thereof and settling any claims thereunder.

(m) Paying the costs of all services rendered to the Council and not chargeable to Owners of individual Units.

(n) Keeping books with detailed accounts of the receipts and expenditures affecting the Condominium and the administration of the Council, specifying the maintenance and repair expenses of the Common Elements and any other expenses incurred. The Condominium's books and records shall be available for examination by the Unit Owners, their duly authorized agents, accountants, or attorneys during normal business hours. All books and records shall be kept in accordance with generally accepted accounting practices and shall be audited at least once a year by an outside auditor employed by the Board who shall not be a resident of the Condominium or a Unit Owner therein. The cost of such audit shall be a Common Expense.

(o) Borrowing money on behalf of the Condominium when required in connection with, or relating to, the operation, care, upkeep, or maintenance of the Common Elements and additions, alterations or improvements to the Common Elements. If any sum borrowed by the Board on behalf of the Condominium pursuant to the authority contained in this paragraph (o) is not repaid by the Council, a Unit Owner who pays to the creditor a percentage of the total amount due equal to his or her Percentage Interest in the Condominium shall be entitled to obtain from the creditor a release of any judgment or other lien which such creditor shall have filed or shall have the right to file against such Owner's Unit, and the Council shall not be entitled to assess his or her Unit for payment of the remaining amount due to such creditor.

- (p) Acquiring, holding, and disposing of Units and leasing and mortgaging the same.
- (q) Establishing reasonable reserve funds for emergencies and unforeseen contingencies and for the repair and replacement of the Common Elements.
- (r) Controlling the use of all Common Elements, including, but not limited to, designating parking spaces thereon for use by Unit Owners and their guests.
- (s) Doing such other things and taking such other acts on behalf of the Council as are not inconsistent with the Act, the Declaration or these Bylaws.

Section 15. Managing Agent. The Board shall employ a Managing Agent for the Condominium at a rate of compensation to be established by the Board.

(a) Requirements. The Managing Agent shall be a bona fide business enterprise which manages community associations. Such firm shall have a minimum of two (2) years experience in residential community management and shall employ persons possessing a high level of competence in the technical skills necessary for the proper management of the Condominium. The Managing Agent must be able to advise the Board regarding the administration and operation of the Condominium, including operating and reserve budgeting, maintenance of the property, condominium insurance, accounting, contract negotiation, labor relations and condominium regulation.

Whenever the management agent has the responsibility for handling or administering funds of the Council, the management agent shall be required to maintain fidelity bond coverage for all of its principals, officers, employees and agents who have access to or who handle or who are responsible for or who administer funds of the Council. Such fidelity bonds shall name the Council as an obligee and shall not be less than the estimated maximum of funds, including reserve funds, in the custody of the Council or the management agent, as the case may be, at any given time during the term of each bond. However, in no event may the aggregate amount of such bonds be less than a sum equal to 3 months' aggregate assessments on all units plus reserve funds. This amount shall be determined by the auditor's balance sheet. Such fidelity bonds shall contain waivers by the issuers of the bonds of all defenses based upon the exclusion of persons serving without compensation from the definition of "employees," or similar terms or expressions. The bonds shall provide that they may not be canceled or substantially modified (including cancellation for non-payment of premium) without at least ten (10) days prior written notice to the Council. The Managing Agent shall also provide the Association with certificates evidencing workers compensation, liability and property damage insurance as well as any errors and omissions insurance (or a statement that the managing agent has no errors and omissions insurance coverage) in amounts determined by the Board of Directors.

(b) Duties. The Managing Agent shall perform such duties and services as the Board shall authorize, including but not limited to the duties listed in paragraphs (a), (c), (d), (e), (l), (m), (n) and (s) of Section 14 of Part C of this Article III. The Board may delegate to the Managing Agent all of the powers granted to the Board by these Bylaws other than the powers set forth in paragraphs (b), (f), (g), (h), (i), (j), (k), (o), (p) (q) and (r) of Section 14 of Part C of this Article III. The Managing Agent shall perform the obligations, duties and services relating to management of the property, the right of mortgagees and the maintenance of reserve funds in compliance with the provisions of these Bylaws.

(c) Standards. The Board shall impose appropriate standards of performance upon the Managing Agent including, but not limited to, the items listed in this subsection, unless the Managing Agent is instructed otherwise by the Board:

(1) either the accrual or the cash flow methods of accounting shall be employed as determined from time to time by the Board, and expenses required by these Bylaws to be charged to more than one, but less than all Unit Owners shall be accounted for and reported separately;

(2) two or more persons shall be responsible for handling cash to maintain adequate financial control procedures;

(3) cash accounts of the Condominium shall not be commingled with any other accounts;

(4) the Managing Agent shall not have signature authority over the Condominium's reserve accounts;

(5) no remuneration or gifts of any kind or nature, whether in the form of commissions, finder's fees, service fees, or otherwise, shall be accepted by the Managing Agent from vendors, independent contractors or others providing goods or services to the Condominium without the written consent of the Board; any discounts received shall inure to the benefit of the Condominium;

(6) any financial or other interest which the Managing Agent may have in any firm providing goods or services to the Condominium shall be disclosed promptly to the Board;

(7) the Condominium's obligations shall be paid in a timely manner. If any obligation is not paid in a timely manner and late fees, penalties or interest or other such charges are incurred, the Agent shall be responsible for the payment of such charges, unless the late payment of the obligation is the result of insufficient funds in the Condominium's account and the Management Agent had informed the Board of such insufficiency prior to the date upon which the payment in question became past due;

(8) a monthly financial report shall be prepared for the Condominium containing:

i) a Statement of Operations reflecting all income and expense activity for the preceding month;

ii) a General Ledger reflecting all receipt and disbursement activity for the preceding month;

iii) a Disbursement Journal reflecting all disbursements from the preceding month;

iv) an Account Status Report reflecting the status of all accounts in the "actual" versus "projected or budgeted" format;

v) a Balance Sheet reflecting the financial condition of the Condominium on an unaudited basis;

vi) a Budget Report reflecting any actual or pending obligations which are in excess of budgeted amounts by an amount exceeding operating reserves or ten percent (10%) of a major budget category (as distinct from a specific line item in an expanded chart of accounts); and

vii) a Delinquency Report listing all Unit Owners who are delinquent in paying condominium assessments and describing the status of any actions to collect such assessments.

(d) Limitations. Any contract with the Managing Agent must provide that it may be terminated without cause on no more than sixty (60) days written notice, and with cause on no more than thirty (30) days written notice, and the term of any such contract shall not exceed one (1) year.

Section 16. Board of Directors as Agent. The Board of Directors shall also have the power to act as agent for the Unit Owners of all of the Units and for each of them, to manage, control and deal with the interests of such Unit Owners in the Common Elements of the Condominium to permit the Board of Directors to fulfill all of its powers, rights, functions and duties, except to the extent that the Board's power is otherwise limited by these Bylaws. The Board of Directors shall have the power to act as agent for each Unit Owner, each Mortgagee, other named insureds and their beneficiaries and any other holder of a lien or other interest in the Condominium to:

(a) adjust and settle all claims arising under insurance policies purchased by the Board of Directors;

(b) execute and deliver releases upon the payment of claims;

- (c) act on their behalf in any condemnation proceeding or action of eminent domain pursuant to Section 11-112 of the Act;
- (d) accept and grant easements and licenses in accordance with Section 11-125 of the Act.

Section 17. Liability of the Board of Directors, Officers, Unit Owners, and Council of Unit Owners.

(a) The Officers, Board members and Committee members shall not be liable to the Council of Unit Owners or any Unit Owner for any mistake of judgment, negligence or otherwise, except for their own individual willful misconduct or bad faith. The Council of Unit Owners shall indemnify and hold harmless each of the Officers and Directors from and against all contractual liability to others arising out of contracts made by the Board on behalf of the Council of Unit Owners unless any such contract shall have been made in bad faith or contrary to the provisions of the Act, the Declaration or these Bylaws, except to the extent that such liability is satisfied by directors and officers liability insurance. Officers and members of the Board shall have no personal liability with respect to any contract approved by the Board on behalf of the Council of Unit Owners. The liability of any Unit Owner arising out of any contract made by the Officers or the Board of Directors or out of the indemnification of the Officers or the Board or for damages as a result of injuries arising in connection with the Common Elements solely by virtue of his or her ownership of a Percentage Interest therein or for liabilities incurred by the Council of Unit Owners, shall be limited to the total liability multiplied by his or her Percentage Interest. The Council of Unit Owners shall indemnify and hold harmless each of the members of any committee from and against all liability to others arising out of the due exercise of their responsibilities unless their action shall have been taken in bad faith or contrary to the provisions of the Act, the Declaration or these Bylaws.

(b) The Council of Unit Owners shall not be liable for the failure of any services to be obtained by the Council of Unit Owners or paid for as a Common Expense, or for injury or damage to persons or property caused by the elements, or Acts of God, or by any Unit Owner, or any other person, or resulting from electricity, water, snow or ice which may leak or flow from or over any portion of the Common Elements or from any pipe, drain, conduit, appliance or equipment. The Council of Unit Owners shall not be liable to any Unit Owner for loss or damage by theft or otherwise, of articles which may be stored upon any of the Common Elements. No diminution or abatement of any assessments, as herein elsewhere provided, shall be claimed or allowed for inconvenience or discomfort arising from the making of repairs or improvements to the Common Elements or from any action taken by the Council of Unit Owners to comply with any law, ordinance or with the order or directive of any municipal or other governmental authority.

Section 18. Common or Interested Directors. Each member of the Board shall exercise his or her powers and duties in good faith and with a view to the interest of the Condominium. No contract or other transaction between the Council of Unit Owners and any of its Directors, or between the Council of Unit Owners and any corporation, firm, or association in which any of the Directors of the Council of Unit Owners are directors or officers or are pecuniarily or otherwise interested, is either void or voidable because any such Director is present at the meeting of the Board, of any committee thereof, which authorizes or approves the contract or transaction, or because his or her vote is counted for such purpose, if any of the following conditions exist:

(a) The fact of the common directorate or interest is disclosed or known to the Board, or a majority thereof, or is noted in the minutes and the Board authorizes, approves or ratifies such contract or transaction in good faith by a vote sufficient for the purpose; or

(b) The fact of the common directorate or interest is disclosed or known to Unit Owners representing at least a majority of the total Percentage Interest of the Council of Unit Owners and the Council of Unit Owners approves or ratifies the contract or transaction in good faith by a vote sufficient for the purpose; or

(c) The contract or transaction is commercially reasonable to the Council of Unit Owners at the time it is authorized, ratified, approved or executed.

Section 19. Fidelity Bonds. The Board of Directors shall require adequate blanket fidelity bond insurance to protect against dishonest acts on the part of officers, directors, managers, trustees, employees and volunteers of the Council and all other persons handling or responsible for or administering funds of the Council. The premium on all bonds required herein, except those maintained by the management agent, shall be paid by the Council as a common expense. The bonds shall provide that they may not be canceled or substantially modified (including cancellation for non-payment of premium) without at least sixty (60) days prior written notice to the Council. Such fidelity bond insurance shall:

- (I) name the Condominium as an obligee;
- (II) be written in an amount not less than the greater of one-half (1/2) of the total annual assessments or that amount required by the secondary lenders;
- (III) contain waivers of any defense based upon the exclusion of persons who serve without compensation from any definition of "employee" or similar expression.

Part D. Committees.

Section 20. Committees. There shall be such ad hoc or standing committees as the Board shall determine from time to time with the powers and the duties that the Board shall authorize. Committee chairpersons shall be selected by the committee members.

(a) Committee members shall be approved by the Board.

(b) Committee activities will be in consonance with a resolution of the Board wherein the purpose and objective of the committee shall be defined. A committee shall be prohibited from making any commitment which shall be binding on the Board or the Council of Unit Owners.

Part E. Execution of Documents.

Section 21. Financial and Other Documents. Without the prior authorization of the Board of Directors, all checks, agreements, contracts, deeds and other instruments of the Council of Unit Owners for expenditures or obligations in excess of ten percent (10%) of the total annual assessment for common expenses for that fiscal year, except from reserve accounts, shall be executed by one (1) Director and the Managing Agent or by two (2) Directors. All checks, agreements, contracts, deeds and other instruments of the Council of Unit Owners for expenditures or obligations of ten percent (10%) or less of the total annual assessment for common expenses for that fiscal year, except from reserve accounts, shall be executed by one (1) Director or the Managing Agent. All checks drawn upon or transfer authorizations relating to Reserve accounts shall be executed by two (2) Directors.

Section 22. Seal. The Board of Directors may provide a suitable corporate seal containing the name of the Council of Unit Owners, which seal shall be in charge of the Secretary, or other appropriate person authorized by the Board of Directors.

Article IV Officers

Section 1. Designation. The principal officers of the Council of Unit Owners shall be the President, the Vice President, the Secretary and the Treasurer, all of whom shall be elected by the Board. The Board may appoint an assistant treasurer, an assistant secretary and such other Officers as in its judgment may be necessary. The President and Vice President must be Unit Owners and members of the Board of Directors. Any other Officers must be Unit Owners, but need not be members of the Board. Any two offices may be held by the same person, except those of President and Vice President; however, no officer shall execute, acknowledge or verify any instrument in more than one capacity. Each Officer shall perform such duties as are normally associated with such office in parliamentary organizations, except to the extent inconsistent with the Condominium Act, the Declaration or these Bylaws, and shall perform such other duties as may be assigned to such office by resolution of the Board of Directors. If any Officer is unable for any reason to perform the duties of the office, the Board of Directors may appoint another qualified person to act in such Officer's stead on an interim basis.

Section 2. Election of Officers. The Officers of the Council of Unit Owners shall be elected annually by the Board at the organizational meeting of each new Board and shall hold office at the pleasure of the Board. Except for death, resignation or removal, the Officers shall hold office until their respective successors shall have been elected by the Board.

Section 3. Removal of Officers. Upon the affirmative vote of a majority of all members of the Board any Officer may be removed, either with or without cause, and a successor may be elected at any regular meeting of the Board or at any special meeting of the Board called for such purpose. Any Officer whose removal has been proposed by the members of the Board shall be given an opportunity to be heard at the board meeting or the special meeting of the Board called for such purpose. Any Director who is removed from his or her position as such and is then an Officer shall also be thereby removed from such office.

Section 4. President. The President shall: be the chief executive officer of the Council; preside at all meetings of the Council and of the Board; have general and active direction of the business of the Council of Unit Owners subject to the control of the Board; see that all orders and resolutions of the Board of Directors are carried into effect; have all the general powers and duties which are incident to the office of president of a non-stock corporation organized under the laws of the State of Maryland, including without limitation, the power to appoint committees with advice and consent of the Board, from among the Unit Owners from time to time as the President, in his or her discretion, decides is appropriate to assist him or her in the conduct of the affairs of the Council of Unit Owners.

Section 5. Vice President. The Vice President shall: take the place of the President and perform the duties of the President whenever the President shall be absent or unable to act. If neither the President nor the Vice President is able to act, the Board shall appoint some other Board member to act in the place of the President on an interim basis. The Vice President shall also perform such other duties as shall from time to time be imposed upon him or her by the Board or by the President.

Section 6. Secretary. The Secretary, with the assistance of the Managing Agent, shall: cause the keeping of the minutes of all meetings of the Council of Unit Owners and of the Board; have charge of such books and papers as the Board may direct; maintain the roster of Unit Owners and mortgagees setting forth the place to which all notices to Unit Owners and mortgages hereunder shall be delivered; record and count all votes taken at meetings of the Council of Owners; in general, perform all the duties incident to the office of secretary of a non-stock corporation organized under the laws of the State of Maryland.

Section 7. Treasurer. The Treasurer, with the assistance of the Managing Agent, shall: have the responsibility for the funds and securities of the Council of Unit Owners; be responsible for causing the keeping of full and accurate financial records and books of account showing all receipts and disbursements and for the preparation of all required financial data; be responsible for the deposit of all monies and other valuable effects in the name of the Board or the Council of Unit Owners in such depositories as may from time to time be designated by the Board; in general, perform all the duties incident to the office of treasurer of a non-stock corporation organized under the laws of the State of Maryland.

Section 8. Compensation of Officers. Officers shall not be compensated for acting as such unless and to the extent the members of the Council of Unit Owners authorize compensation by a vote of the majority of the total votes at any meeting duly called for that purpose. Notwithstanding the foregoing, Officers may be reimbursed for reasonable expenses incurred on behalf of the Council of Unit Owners as shall be determined by the Board, subject to a report to be included in the minutes of the Board.

Article V
Operation of the Property

Part A. Budget.

Section 1. Fiscal Year. The fiscal year of the Council of Unit Owners shall be January 1 through December 31 unless otherwise determined by the Board.

Section 2. Preparation and Approval of Budget.

(a) It shall be the duty of the Board to adopt a budget for the Council of Unit Owners containing an estimate of the total amount considered necessary to pay the cost of, by way of example and not limitation, the maintenance, management, operation, repair and replacement of the Common Elements, and those parts of the Units which it is the responsibility of the Council to maintain, repair and replace, if any, and the cost of wages and other personnel costs, materials, insurance premiums, services, supplies, commonly metered utilities, charges accruing pursuant to any cross-easement, reciprocal homeowners' or similar agreement affecting the Condominium, and other expenses that may be declared to be Common Expenses by the Act, the Declaration, these Bylaws or by a resolution of the Council of Unit Owners.

(b) Each Unit Owner shall pay to the Council of Unit Owners the annual assessment, which is payable, unless otherwise directed by the Board, in regular monthly installments equal to each Owner's proportionate share, based upon each Owner's Percentage Interest as set forth in the Declaration and the amendments thereto, of the sum required by the Council of Unit Owners, as estimated by the Board, to meet the Council of Unit Owners' annual expenses.

(c) The budget shall also include such reasonable amounts as the Board considers necessary to provide working capital, a general operations contingency fund, as well as reserves for repairs and replacements.

(d) At least thirty (30) days before the budget is adopted, the Board shall cause to be prepared and submitted to the Unit Owners an annual proposed budget. After the thirty (30) day period has expired, the annual budget shall be adopted at an open meeting of the Board.

Section 3. Effect of Failure to Prepare or Adopt Budget. The failure or delay of the Board to prepare or adopt a budget for any fiscal year shall not be deemed a waiver or modification in any respect of the provisions of this Article, or a release of any Unit Owner from the obligation to pay the Owner's allocable share of the annual assessment, or any installment thereof, for that or any subsequent assessment period. In the absence of any annual budget, each

Unit Owner shall continue to pay each monthly installment at the monthly rate established for the previous fiscal year until notice of the monthly payment which is due under the new budget is forwarded to each Unit Owner. A copy of the new budget and each Owner's annual assessment shall be mailed or delivered to each Owner at least ten (10) days prior to the due date for the first installment or as soon thereafter as is possible.

Section 4. Accounting and Disposition of Common Profits. Within ninety (90) days after the end of each fiscal year, the Board shall make available to all Unit Owners, an itemized accounting of the Common Expenses for such fiscal year actually incurred and paid, together with a tabulation of the amounts collected pursuant to the budget adopted by the Board for such fiscal year and showing the net amount over or short of the actual expenditures plus reserves. Any amount accumulated in excess of the amount required for actual expenses and reserves shall, at the discretion of the Board, either be placed in a special account to be expended solely for the general welfare of the Unit Owners, or be credited according to each Unit Owner's Percentage Interest to the next monthly installment due from Unit Owners under the current fiscal year's budget, or be disbursed to the Unit Owners in proportion to their Percentage Interest, or be used for any other purpose the Board decides, until exhausted. Any net shortage shall be assessed promptly against the Unit Owners in accordance with their Percentage Interests and shall be payable either: (1) in full with payment of the next monthly assessment due; or (2) in not more than six (6) equal monthly installments, as the Board of Directors may determine.

Section 5. Special Assessments. In addition to regular assessments authorized by this Article, the Board, on behalf of the Council of Unit Owners, may levy in any fiscal year a special assessment or assessments, applicable to that year only, for the purpose of defraying, in whole or in part, the cost of any construction or reconstruction, unexpected repair or replacement of the Condominium property, including the necessary fixtures and personal property related thereto, or for such other purpose as the Board may consider appropriate, provided, however, that any such special assessment shall have the assent of a majority of the total votes of Unit Owners in attendance in person or by proxy at a regular meeting of the Unit Owners or at a special meeting of the Unit Owners called for the purpose of approving or disapproving the special assessment. The Board of Directors shall serve written notice of any such special assessment on all Unit Owners by first class mail to the address noted on the Condominium's roster. Said notice shall state the amount and the reason for the special assessment and the due date. The special assessment may be payable in a lump sum or in installments, as the Board may determine.

Section 6. Additions, Alterations or Improvements by the Board of Directors. The Board shall cause all necessary additions, alterations or improvements to be made to the Common Elements. If, in the opinion of a majority of the Directors, such additions, alterations, or improvements are exclusively for the benefit of the Unit Owner or Owners requesting the same, the requesting Unit Owner or Owners shall be assessed therefor in such proportion as may be determined by the Board of Directors.

Section 7. Reserves. The Council of Unit Owners shall establish and maintain a reserve fund by the monthly allocation and payment of an amount to be designated from time to time by the Board. Such fund shall be conclusively deemed to be a Common Expense. Such fund shall be invested as determined by the Board of Directors in its sole discretion. However, before finalizing any investment the Board shall consider several factors, including, but not limited to, the risk of the investment, the potential return on the investment, and the liquidity of the investment. The reserve fund may be expended only for the purpose of effecting the repair and replacement of the Common Elements and the equipment of the Condominium, for start up costs and operating contingencies of a non-recurring nature, and for such improvements as the Board, in its discretion, deems appropriate and necessary. The proportionate interest of any Unit Owner in any reserve for replacements and any other reserves established by the Council of Unit Owners shall be considered an appurtenance of an Owner's Unit and shall not be separately withdrawn, assigned, transferred or otherwise separated from the Unit to which it appertains and shall be deemed to be transferred with such Unit.

If the reserves are inadequate for any reason, including non-payment of any Unit Owner's assessment, the Board of Directors may at any time levy a further assessment, which shall be assessed against the Unit Owners in accordance with their respective Percentage Interests, and which may be payable in a lump sum or in installments, as the Board may determine. The Board of Directors shall serve notice of any such further assessment on Unit Owners by a statement in writing giving the amount and reasons therefor, and such further assessment shall, unless otherwise specified in the notice, become effective with the next monthly payment which is due more than ten (10) days after the delivery of such notice of further assessment. All Unit Owners so notified shall be obligated to pay the adjusted monthly amount or, if such further assessment is not payable in installments, the amount of such assessment.

Section 8. Statement of Common Expenses. The Board of Directors shall promptly provide any Unit Owner so requesting the same in writing, a written statement of all unpaid assessments for Common Expenses due from such Owner. The Board of Directors may impose a reasonable charge for such statement to cover the cost of preparation.

Part B. Assessments.

Section 9. Purpose of Assessments. The assessments for Common Expenses provided for herein shall be used for the general purposes described in the Act, the Declaration and these Bylaws and for promoting the recreation, health, safety, welfare, common benefit, and enjoyment of the Owners and occupants of Units in the Condominium as may be more specifically authorized from time to time by the Board. Upon a determination by the Board that it is in the best interest of the Council to install individual metering or sub-metering equipment, and after obtaining the approval of not less than a majority of the Council of that determination, the Board may proceed to install individual metering or sub-metering devices to record utility use charges to each individual Unit within the Condominium, and, upon completion of the installation of such individual metering or sub-metering equipment, utility charges with respect to individual Units shall no longer be an element of common expenses, said utility charge then being the individual responsibility and liability of the Owner of each Unit.

Section 10. Assessment Obligation. Each Owner, by acceptance of a deed for a Unit in the Condominium, whether it shall be so expressed in such deed, is deemed to covenant and agree to pay to the Council of Unit Owners: (a) annual assessments or charges, (b) special assessments to be established pursuant to the terms of these Bylaws and (c) any fines, charges or other specific assessments levied against an Owner's Unit pursuant to and as provided by the Act, the Declaration or these Bylaws. Liability for assessments may not be avoided by waiver of the use or enjoyment of any Common Element or by abandonment of the Unit for which the assessments are made.

Section 11. Late Fees and Interest. Any assessment levied pursuant to these Bylaws, or any installment thereof, which is not paid within fifteen (15) days after it is due shall bear interest, from the due date until paid, at the rate of eighteen percent (18%) per annum, (or such greater amount provided for by the Act). Any delinquency which has continued for at least fifteen (15) days shall also be charged a late fee of fifteen dollars (\$15.00) or one tenth (1/10) of the total amount of any delinquent assessment or installment, whichever is greater (or such greater amounts as may be provided for by the Act). A late fee shall only be imposed once for the same delinquent payment.

Section 12. Acceleration of Installments. Upon default in the payment of one or more assessment installments, the entire balance of the annual assessment may be accelerated and declared due and payable in full by the mailing of notice to such effect to the defaulting Unit Owner by the Board or the Managing Agent in accordance with the Act.

Section 13. Legal Fees and Costs of Collection. The Council of Unit Owners shall be entitled to recover from a defaulting Unit Owner actual attorney's fees incurred or attorney's fees of twenty-five percent (25%) of the unpaid balance, whichever is greater, and all costs of collection, including charges made by the Managing Agent, incurred by the Council of Unit Owners to collect assessments, or any installment thereof, which are more than fifteen (15) days delinquent.

Section 14. Creation of a Lien and Foreclosure. Any assessment levied pursuant to the Act, the Declaration or these Bylaws, or any installment thereof, which is not paid on the due date shall be delinquent. All assessments together with management charges, costs, interest, late charges, and actual attorney's fees incurred or attorney's fees of twenty-five percent (25%) of the unpaid balance, whichever is greater, shall be a charge on the Unit and shall be a continuing lien upon the Unit against which each such assessment is made. A lien may be imposed on any Unit in accordance with the requirements of the Act and the Maryland Contract Lien Act. The Board, on behalf of the Council of Unit Owners may foreclose on the lien in the same manner and subject to the same requirements now or hereafter provided in the State of Maryland for the foreclosure of mortgages or deeds of trust containing a power of sale or a consent to a decree. Suit for any deficiency following the foreclosure may be maintained in the same proceeding. In the event that a proceeding is brought by the Board on behalf of the Council of Unit Owners to foreclose on a lien, the Owner of such Unit may be required, upon resolution of the Board, to pay a reasonable rental for the Unit.

Section 15. Lawsuit. Any assessment levied pursuant to the Act, the Declaration or these Bylaws, or any installment thereof, which is not paid on the date when due shall be delinquent. All such assessments together with management charges, costs, interest, late charges, and actual attorney's fees incurred or attorney's fees of twenty-five percent (25%) of the unpaid balance, whichever is greater, shall be the personal obligation of the Unit Owner. The Board, on behalf of the Council of Unit Owners, may bring an action at law against a Unit Owner legally obligated to pay the assessments in order to obtain a money judgment against the Owner for the amount of the unpaid assessments as well as the attendant management charges, late fees, interest, legal fees and costs of collection.

Section 16. Lawsuit and Lien are Not Mutually Exclusive Remedies. Upon the placement of a lien on a Unit, the lien shall bind the Unit described in the Statement of Lien. The personal obligation of the Unit Owner to pay the assessment, however, remains the Owner's obligation and a lawsuit to recover a money judgment for non-payment of any assessments levied pursuant to the Act, the Declaration or these Bylaws, or any installment thereof, may be maintained without foreclosing on the lien or waiving the lien established to secure payment of the assessments. Likewise, a lien may be established and enforced under the Maryland Contract Lien Act without the Council of Unit Owners waiving the right to maintain a lawsuit to recover a money judgment.

Section 17. Subordination and Mortgage Protection. Notwithstanding any other provisions hereof to the contrary, any assessment lien levied pursuant to these Bylaws upon any Unit (and any penalties, interest, late charges or the like) shall be subordinate to, and shall in no way affect the rights of the holder of a Mortgage or Deed of Trust recorded among the Land Records for Prince George's County made in good faith for value received, provided, however, that such subordination shall apply only to assessments which have become due and payable prior to a sale or transfer of such Unit pursuant to foreclosure, or any proceeding in lieu of foreclosure. Such sale or transfer shall not relieve the purchaser of the Unit at such sale from liability for any assessments thereafter becoming due, nor from the lien of any such subsequent assessment, which lien shall have the same effect and be enforced in the same manner as provided in this Article V.

Section 18. Payments Credited. Payments received from an owner will be credited to the outstanding balance in the following order:

- a. Court costs, attorney's fees and other costs of collection.
- b. Accrued interest, as applicable.
- c. Special assessments.
- d. Annual assessments.

Section 19. Partial Payments. In the event an owner attempts to make a payment of less than all monies due and owing the Condominium after collection proceedings have commenced, the Condominium's attorney or designated collection agent will send a letter by first class mail to the owner advising the owner that his or her account remains delinquent as to all remaining monies owed to the Condominium. The Condominium's retention of the partial payment does not constitute a waiver of the Board's authority to foreclose on the owner's property or take action against the owner to collect the outstanding balance.

Section 20. Returned Check Fees. An Owner may be charged a reasonable fee in an amount to be determined by the Board from time to time for checks returned for insufficient funds or any other reasons.

Article VI

Maintenance, Repair, Replacement and Other Common Expenses

Section 1. By the Council of Unit Owners. As more specifically noted in the Declaration, the Council of Unit Owners shall be responsible for the maintenance, repair and replacement of the General Common Elements, the cost of which shall be charged to all Unit Owners as a Common Expense. The Council of Unit Owners shall also be responsible for all structural maintenance, repair and replacement of the Limited Common Elements, the cost of which shall be charged to all Unit Owners as a Common Expense. Provided however, the Board of Directors may elect to charge to the Unit Owner the cost of needed maintenance, repair or replacement to a General or Limited Common Element if in the opinion of a majority of the Board such expense was necessitated by the negligence, misuse or neglect of said Unit Owner, his or her tenants, guests and invitees. All such costs, including legal fees, incurred by the Condominium may be assessed against the Unit and collected in the same manner as an assessment.

Section 2. By the Unit Owner. Each Unit Owner shall keep his or her Unit and its equipment, appliances and appurtenances in good order, condition and repair and in a clean and sanitary condition, and shall do all the redecorating, painting and varnishing which may at any time be necessary to maintain the good appearance and condition of the Owner's Unit and such appurtenances. Each Unit Owner shall perform normal maintenance on the Limited Common Elements appurtenant to such Unit Owner's Unit, including keeping the Limited Common Elements free from ice and snow. Each Unit Owner shall perform this responsibility in such manner as shall not unreasonably disturb or interfere with the other Unit Owners. Each Unit Owner shall promptly report to the Board of Directors or the Managing Agent any defect or need for repairs for which the Council of Owners is responsible.

All repairs and replacements shall be substantially similar to the original construction and installation and shall be of first-class quality, but may be done with contemporary building materials and equipment.

If, in the opinion of the Board Directors, a Unit Owner has not maintained the Unit or appurtenant Limited Common Elements to the standards set forth in these Bylaws, the Board may choose to perform such maintenance or repairs as it deems necessary. Except in emergency situations, in which case the Board may immediately proceed without notice, no such maintenance or repair shall be undertaken without the approval of a majority of the Board of Directors and not without reasonable written notice to the Unit Owner, which notice shall state the Board's intent to provide such necessary maintenance, repair, or replacement, at the Unit Owner's sole cost and expense, and setting forth with reasonable particularity the maintenance, repairs, or replacement deemed necessary. The Unit Owner shall have fifteen (15) days within which to authorize Management to make the repairs at the Unit Owners expense or to complete said maintenance, repair, or replacement, or, if such maintenance, repair, or replacement is not capable of completion within said fifteen (15) day period, to commence said maintenance, repair, or replacement. If any Unit Owner does not comply with the provisions hereof, the Board, by majority vote, may provide any such maintenance, repair, or replacement at the Unit Owner's sole cost and expense, and the cost thereof shall be assessed against the Unit on which such maintenance or repair is performed. When charges are assessed, a statement for the amount thereof shall be rendered to the then owner of said Unit. The assessment shall then become due and payable and shall constitute a lien upon the Unit and shall be collected in the same manner as an assessment.

The owner of any Unit shall, at his or her own expense, clean and maintain both the interior and exterior surface of all windows of such Unit and shall, at his or her own expense, clean and maintain both the interior and exterior surfaces of all entry doors of the Unit, including the balcony, deck, terrace, fenced area, courtyard, patio or the like appurtenant to such Unit and designated herein or in the Declaration or the Condominium Plat as a Limited Common Element reserved for the exclusive use of the owner of that particular Unit. Despite the foregoing, and in the absence of negligence, the Council of Unit Owners shall be responsible to paint the exterior surface of the front entry door and frame. Every Unit Owner shall be expressly responsible for any damages and injuries suffered by other Unit Owners or the Council resulting from or caused by said Unit Owner's failure to maintain or repair as herein provided.

Section 3. Right of Access. The Board or its authorized designee, on behalf of the Council, shall have an irrevocable right and an easement to enter Units to inspect Units or make repairs when such inspection or repairs reasonably appear necessary for public safety or to prevent damage to other Units, or to other portions of the Condominium. Except in cases involving manifest danger to public safety or property, the Board shall give at least twenty-four (24) hours notice to an Owner of any Unit to be entered for the purpose of inspection or repairs. Should any Unit Owner, after being twice given notice, fail to allow access to his or her Unit for inspection or the performance of repairs, the Board may effect such needed access at the Owner's expense. An entry by the Board or its designee, on behalf of the Council, for the purposes specified in this Section shall not be considered a trespass. Any cost of effecting access and any maintenance, repair or replacement made by the Board to a Unit shall be assessed against the Unit and shall become a continuing lien against the Unit and the personal obligation of the Unit Owner as provided by this Article VI of these Bylaws, and shall be collected in the same manner as an assessment.

Section 4. Utility Charges. The cost of utilities serving the Condominium which are not individually metered to a Unit shall be a Common Expense.

Section 5. Easements for Utilities. The Board, on behalf of the Council of Unit Owners, may, by majority vote, grant easements, rights-of-way, licenses, leases, and other similar interests in excess of one (1) year for the provision of utility services or communication systems for the benefit of Units within the Condominium. The action granting such an easement, license, right-of-way, or other similar interest shall be taken at a meeting of the Board held after thirty (30) days notice to all Unit Owners, at which the Unit Owners shall have an opportunity to present their views on the proposed easement, license, right-of-way or other interest. Further, the easement, license, right-of-way or other interest shall contain the provisions required by the Act.

Section 6. Easements for Purposes Other Than Utilities.

(a) The Board, on behalf of the Council of Unit Owners, may grant easements, licenses, rights-of-way and other similar interests, in excess of one (1) year for purposes other than the provision of utility services or communication systems if the grant of such interest is approved by the affirmative vote of Unit Owners representing sixty-six and two-thirds percent (66 2/3%) of the total Percentage Interest in the Council (or such other lesser percentage as may be provided by the Act) and with the express written consent of the mortgagees holding an interest in those Units as to which Unit Owners vote affirmatively. Further, the easement, license, right-of-way or other interest shall contain the provisions required by the Act.

(b) The Board, on behalf of the Council of Unit Owners, may, by majority vote, grant easements, rights-of-way, licenses, leases and other similar interests for one (1) year or less for purposes other than the provision of utility services or communication systems.

Article VII Parking

Section 1. Common Element Parking Spaces. All parking spaces shall be used by the Unit Owners for self service parking purposes on a "first come, first served" basis, except that the Board of Directors may, in its sole discretion, designate parking spaces to individual unit owners or develop a parking plan for the Condominium which designates specific parking areas for use by those vehicles of residents and guests which exceed the number of vehicles allowed unrestricted access or which are not passenger vehicles. The cost of maintenance and repair of all parking spaces shall be a Common Expense.

Section 2. Obstruction of Parking Spaces is Prohibited. Nothing shall be stored upon any parking space nor shall the same be permitted to accumulate trash or debris. A vehicle belonging to any resident, guest or invitee of the Condominium shall not park in a manner which unreasonably interferes with or impedes vehicular access.

Section 3. Derelict or Junk Vehicles are Prohibited. A vehicle which is inoperable, or which is not properly registered and licensed shall not be permitted to park on any of the parking spaces. After a reasonable attempt at notifying the owner of such a vehicle to remove his or her vehicle from the Condominium property (in accordance with the provisions of the Prince George's County Code), such vehicles may be towed at the expense of the vehicle's owner, without a hearing.

Section 4. Parking Rules and Regulations. Each resident shall comply in all respects with such supplementary rules and regulations which are not inconsistent with the provisions of these Bylaws, which the Board may from time to time adopt and promulgate with respect to parking and traffic control within the Condominium. The Board is hereby, and elsewhere in these Bylaws, authorized to adopt such rules and regulations. After a reasonable attempt at notifying the owner of a vehicle which is parked in violation of the rules and regulations (in accordance with the provisions of the Prince George's County Code), the vehicle may be towed at the expense of the vehicle's owner without a hearing.

Article VIII Use Restrictions and Rule Making

Section 1. Authority and Enforcement. The Condominium shall be used only for those uses and purposes set out in the Declaration and these Bylaws. The Board shall have the authority to make and to enforce reasonable rules and regulations governing the conduct, use, and enjoyment of the Units and the Common Elements, provided it complies with the following provisions:

(a) Proper notice of the proposed new or revised rules must be given to the Unit Owners, including:

- (1) a copy of the proposed new or revised rules;
- (2) the date that the Board proposes that the new or revised rules take effect;
- (3) notice to the Unit Owners that they may submit written comments to the Board concerning the proposed new or revised rules; and
- (4) fifteen (15) days notice of the date of an open Board meeting to be held for the purpose of discussing the new or revised rules.

(b) Prior to the rules taking effect, an open Board meeting must be held to give the Unit Owners an opportunity to discuss the new or revised rules. The meeting is valid only if:

- (1) all Unit Owners are given notice of the open Board meeting at least 15 days prior to the meeting;
- (2) a quorum of the Board of Directors is present at the meeting.

(c) After the above requirements have been fulfilled, the Board can elect to adopt any or all of the proposed rules either at the end of the open Board meeting or, at a regular or a special Board meeting held to adopt the proposed rules.

Copies of all enacted rules and regulations shall be furnished to the Unit Owners. The Board shall have the power to impose reasonable fines which shall constitute a lien upon the property and shall be collected in the same manner as any other assessment levied against a Unit Owner pursuant to these Bylaws, and to suspend a Unit Owner's right to use the Common Elements and to vote. Each day of a continuing violation may be considered a separate violation. Nothing herein contained shall be construed to limit the Council of Unit Owner's right to any other additional remedies available to it at law or in equity to enforce the Declaration, these Bylaws, or the rules and regulations of the Council of Unit Owners. The remedies contained herein shall be construed as cumulative of the Council of Unit Owner's other rights of enforcement at law or in equity or any other remedies available to the Council.

Section 2. Dispute Resolution Procedure. The Board or its designated committee shall not impose a fine, suspend voting rights (unless the suspension is related to the Unit Owner's failure to provide a current address or a statement of lien has been filed against the Unit and the lien has not been satisfied), or infringe upon any other rights of a member or other occupant for violation of the Declaration, these Bylaws or rules and regulations unless and until the provisions of Section 11-113 of the Act, as it is amended from time to time, are followed:

(a) Demand. Written demand to cease and desist from an alleged violation shall be served upon the alleged violator specifying: (1) the alleged violation; (2) the action required to abate the violation; and (3) a time period, not less than ten (10) days, during which the violation may be abated without further sanction if the violation is a continuing one, or a statement that any further violation of the same rule may result in the imposition of sanction after notice and hearing if the violation is not a continuing one.

(b) Notice. Within twelve (12) months of such demand, if the violation continues past the period allowed in the demand for abatement without penalty, or if the same rule is subsequently violated, the Board shall serve the alleged violator with written notice of a hearing to be held by the Board. The notice shall contain: (1) the nature of the alleged violation; (2) the time and place of the hearing, which time shall be not less than ten (10) days from the giving of the notice; (3) an invitation to attend the hearing and produce any statement, evidence, and witnesses on his or her behalf; and (4) the proposed sanction to be imposed.

(c) Hearing. At the hearing, the alleged violator has the right to present evidence and present and cross-examine witnesses. The hearing shall be held in executive session and shall afford the alleged violator a reasonable opportunity to be heard. Prior to the effectiveness of any sanction hereunder, proof of notice and the invitation to be heard shall be placed in the minutes of the hearing. This proof shall be deemed adequate if a copy of the notice, together with a statement of the date and manner of delivery, is entered by the person who delivered such notice. The notice requirements shall be deemed satisfied if the alleged violator appears at the hearing.

The minutes of the hearing shall contain a written statement of the results of the hearing and the sanction, if any, imposed. A decision pursuant to these procedures shall be appealable to the Courts of Maryland.

(d) Owner's Failure to Comply. If any Unit Owner fails to comply with the Act, the Declaration, these Bylaws or a decision rendered pursuant to this Section, the Unit Owner may be sued for damages caused by the failure or for injunctive relief, or both, by the Council of Unit Owners or by any other Unit Owner. The prevailing party in any such proceeding is entitled to an award for legal fees and costs as determined by the court.

(e) Effect of Failure to Enforce Provision. The failure of the Council of Unit Owners to enforce a provision of the Act, the Declaration, these Bylaws, or the rules and regulations on any occasion is not a waiver of the right to enforce any provision on any other occasion.

Section 3. Restriction on Use of Units and Common Elements; Rules and Regulations. Each Unit and the Common Elements shall be occupied and used as indicated in the Rules and Regulations promulgated by the Board, and as follows:

(a) Nuisances shall not be permitted on Condominium property or within any Unit, nor shall any use or practice be permitted which is or becomes a source of annoyance to the Unit Owners.

(b) Nothing shall be done or kept in any Unit or in the Common Elements which will increase the rate of insurance for the Property without the prior written consent of the Board. No Unit Owner shall permit anything to be done or kept in the Owner's Unit or on the Common Elements which will result in the cancellation of insurance on the Property, or any part thereof, or which would be in violation of any law, regulation or administrative ruling.

(c) No immoral, improper, offensive or unlawful use shall be made of the Condominium Property, or any part thereof, and all valid laws, zoning ordinances and regulations of all governmental agencies having jurisdiction thereof shall be observed. All laws, orders, rules, regulations or requirements of any governmental agency having jurisdiction over any portion of the Property shall be complied with, by and at the sole expense of the Unit Owner or the Council of Unit Owners whichever shall have the obligation to maintain or repair such portion of the Condominium, and if the latter, then the cost of such compliance shall be a Common Expense.

(d) No Unit Owner shall obstruct any of the Common Elements nor shall any Unit Owner place or cause or permit anything to be placed on or in any of the Common Elements without the approval of the Board. Nothing shall be altered or constructed in or removed from the Common Elements except upon the prior written consent of the Board or a designated committee, as appropriate.

(e) The Common Elements shall be used only for the furnishing of the services and facilities for which the same are reasonably suited and which are incident to the use and occupancy of the Units.

(f) Nothing shall be done in any Unit or in, on, or to the Common Elements which will impair the structural integrity of the Condominium's Property or which would structurally change any buildings or improvements thereon.

(g) No Unit Owner shall lease a Unit other than on a written lease. The Board may, in its discretion, prepare, approve and require a uniform lease form or uniform lease addendum for use by Unit Owners, which required form(s) can be supplemented by provisions desired by the Owner which are not in contradiction with the Declaration, these Bylaws, the rules and regulations or law or public policy. The lease form or lease addendum form shall include the following provisions plus any additional provision deemed appropriate by the Board:

(1) that the right of the tenant to use and occupy the Condominium Unit shall be subject to and subordinate in all respects to the provisions of the Declaration, these Bylaws, and the rules and regulations;

(2) that the Unit Owner shall provide the tenant with copies of the Declaration, these Bylaws and the rules and regulations;

(3) that the tenant's breach of the Declaration, these Bylaws, or the rules and regulations shall constitute a breach of the lease;

(4) that the Unit Owner's failure to require his or her tenant's compliance with the Declaration, these Bylaws, or the rules and regulations or any other applicable laws and ordinances, shall result in the Council of Unit Owners, at the Owner's expense, enforcing the provisions of these documents against the tenant, such enforcement including but not limited to, evicting the tenant;

(5) that the Unit Owner's failure to pay the annual assessment, or any special or other assessment, or any installment thereof, levied against his or her Unit may result in the Council of Unit Owners collecting the assessment directly from the tenant and the tenant deducting the assessment from the rental payment owed to the Unit Owner pursuant to the lease terms.

A copy of the lease and the lease addendum shall be forwarded to the Board not more than ten (10) days after the lease and addendum are executed. The foregoing provisions of this Section shall not apply to a mortgagee in possession of a Unit as a result of a foreclosure or other judicial sale or as a result of a proceeding in lieu of foreclosure.

(h) No trailers, campers, recreational vehicles, boat trailers, boats or trucks in excess of 6,500 pounds gross vehicle weight or other large vehicles may be parked within the Condominium.

(i) The maintenance, keeping, boarding or raising of pets shall be subject to the rules and regulations enacted by the Board. The maintenance, keeping, boarding or raising of animals, livestock, poultry or reptiles of any kind, regardless of number, is prohibited within any Unit or upon the Common Elements. This shall not prohibit the keeping of any dog, cat or other household common domestic pets as may be determined by the Board from time to time provided that they are not kept, bred or maintained for commercial purposes. Pitbulls, rottweilers and any dog or other pet determined to be dangerous to the community by the Board of Directors, in its sole discretion, are prohibited. Any pet causing or creating a nuisance or unreasonable disturbance or noise may be permanently removed from the Property pursuant to, and in accordance with, the dispute resolution procedures set out herein and in the Act. Pets shall not be permitted upon the Common Elements except in areas designated by the Board of Directors. All pets shall be accompanied by an adult and are to be carried or leashed. A Unit Owner or his or her tenant who keeps or maintains any pet upon any portion of the property shall be deemed to have indemnified and agreed to hold the Condominium free and harmless from any loss, claim or liability of any kind or character whatever arising by reason of keeping or maintaining such pet within the property. All pets shall be properly registered with Prince George's County and any other appropriate agency. The Board of Directors may establish reasonable fees for registration of pets. Owners must, at all times, clean up after their pets and observe all Prince George's County Animal Control Laws.

(j) No signs of any character shall be erected, posted or displayed upon, in, from, or about any Unit or the Common Elements unless otherwise provided by the Act or other applicable law.

(k) Each Unit and the Common Elements shall be occupied and used in compliance with the rules and regulations, which may be promulgated and amended by the Board in accordance with the provisions of Section 11-111 of the Act. All rules and regulations shall be consistent with the Act, the Declaration and these Bylaws.

(l) No electrical or telephone wire, television or communication antenna, air conditioning unit, or other machine, device or permanent improvement shall be installed upon the exterior of any Unit or Common Elements except in accordance with the Declaration, these Bylaws or other applicable law.

(m) Patios and decks must be kept in an orderly condition so as not to detract from the neat appearance of the community. No motorcycles may be parked on patios. If an Owner fails to keep his or her patio or deck in an orderly condition, as determined by the Board of Directors in its sole discretion, in accordance with the procedures outlined in these Bylaws, the Board of Directors shall have the right to enter upon the patio or deck and remove the objectionable items so as to restore its orderly appearance. This right of access shall not limit the Board's right to fine or to proceed with legal action against the violating Owner. All costs incurred in enforcing this provision shall be the Unit Owner's responsibility and shall constitute a continuing lien upon the Unit and shall be collected in the same manner as an assessment.

(n) The cooking or preparation of food shall not be permitted upon any balcony or patio. Cooking or preparation of food shall not be permitted upon the general common elements except in areas specifically designated for such activity.

Section 4. Family Day Care Homes.

(a) Family Day Care Homes shall be considered a commercial activity and shall not be permitted within the Condominium.

(b) In accordance with the Act, the approval of a simple majority of the total Percentage Interest of the Council of Unit Owners voting by person or by proxy at any annual or special meeting of the Owners shall be required to enact a provision allowing Family Day Care Homes within the Condominium; and said provision shall constitute an amendment to the Declaration and these Bylaws. If enacted, the provision may be eliminated and Family Day Care Homes may once again be disapproved by a simple majority vote of the total Percentage Interest of the Council of Owners voting in person or by proxy at any annual or special meeting of the Owners.

Section 5. No Impact Home-Based Businesses.

(a) No Impact Home-Based Businesses as defined by the Act shall be permitted within the Condominium.

(b) In accordance with the Act, the approval of a simple majority of the total Percentage Interest of the Council of Unit Owners voting by person or by proxy at any annual or special meeting of the Owners shall be required to enact a provision eliminating No Impact Home-Based Businesses within the Condominium, and said provision shall constitute an amendment to the Declaration and these Bylaws. If enacted, the provision may be eliminated and No Impact Home-Based Businesses may once again be approved by a simple majority vote of the total Percentage Interest of the Council of Owners voting in person or by proxy at any annual or special meeting of the Owners.

Section 6. Covenants Committee.

(a) Purpose. The Board may establish a Covenants Committee (the "Committee") consisting of three (3) members appointed by the Board, each to serve for a term of one year. If the Board of Directors fails to appoint a Covenants Committee, the Board of Directors shall be deemed the Covenants Committee.

(b) Powers. The Committee shall be responsible for enforcement of these Bylaws, the Declaration, the Act, and rules and regulations, excluding architectural matters handled by the Architectural Control Committee or the Board. The Committee shall have the power to issue a cease and desist order to a Unit Owner, his or her tenants, guests, or invitees whose actions are inconsistent with the provisions of the Act, the Declaration, these Bylaws, the rules and

regulations, or the resolutions of the Board. The Committee may act either upon a petition of any Unit Owner or upon its own motion. The Committee shall from time to time, as required, provide interpretations of the Declaration, these Bylaws (excluding adjudications regarding compliance with Article IX of these Bylaws), rules and regulations and resolutions pursuant to the intents, provisions and qualifications thereof when requested to do so by Unit Owners or the Board. Any action, ruling or decision of the Committee may be appealed to the Board by any party deemed by the Board to have standing as an aggrieved party and a vote of a majority of the Board may modify, affirm, or reverse any such action, ruling or decision. The Committee shall follow all procedures set forth in this Article for the resolution of disputes.

(c) Authority. The Committee shall have such additional duties, powers and authority as the Board may from time to time provide by resolution. The Board may relieve the Committee of any duties, powers and authority either generally, or on a case by case basis, by a vote of a majority thereof. The Committee shall carry out its duties and exercise its powers and authority in the manner provided for in the rules and regulations or by resolution of the Board.

Article IX Architectural Control

Section 1. Architectural Control Committee. The Board of Directors may exercise all of the powers and duties ascribed in this Article to the Architectural Control Committee ("ACC") or may, in its sole discretion, appoint an ACC to do all such things.

Section 2. Architectural Changes Must be Approved. The Board of Directors of the Condominium or its designated committee shall exercise all authority granted in the Declaration or these Bylaws over architectural control. Except for purposes of proper maintenance and repair, or as otherwise provided by these Bylaws, a Unit Owner shall not install, erect, attach, apply, paste, hinge, screw, nail, build, alter, remove or construct any lighting, screens, awnings, decorations, fences, walls, aerials, antennas or other signal receiving devices (to the extent allowed by applicable law), slabs, sidewalks, curbs, gutters, patios, porches, balconies, sheds, or other accessory structures, driveways, or walls, or make any change or otherwise alter, including an alteration in color, in any manner whatsoever the exterior of any Unit or the Common Elements, or remove or alter any window or exterior doors of any Unit, or make any change or alteration within any Unit which will affect the property, interest or welfare of any other Owner, materially increase the cost of operating or insuring the Condominium or impair any easement, until the complete plans and specifications, showing the location, nature, shape, change, including, without limitation, any other information specified by the Board of Directors or its designated committee, has been submitted to and approved in writing by the Board of Directors or by its designated committee.

Section 3. Approval of Architectural Alterations. Upon the Committee's approval of an Owner's architectural construction or alteration request, the approved plans and specifications submitted with the request shall become part of the Committee's permanent records and a copy of the plans and specifications bearing the Committee's written approval shall be returned to the

Unit Owner. In the event the Committee fails to approve or disapprove any architectural construction or alteration request within sixty (60) days, the request is automatically disapproved. However, if so desired by the requesting Unit Owner, the architectural construction or alteration request shall be deemed to be resubmitted to the Committee on the 61st day after the original request. The Committee may charge and collect a reasonable fee for the examination of any plans and specifications submitted for approval pursuant to the provisions of this Article. The decisions of the Committee shall be final except that any Unit Owner who is aggrieved by any action or forbearance from action by the Committee may appeal the Committee's decision to the Board and, upon the written request of such Unit Owner, shall be entitled to a hearing before the Board. In the event that the Board is acting as the ACC then the Board's decision shall be final.

Section 4. Limitations. Construction or alterations in accordance with plans and specifications approved by the Committee, pursuant to the provisions of this Article, shall be commenced within six (6) months following the date upon which the same are approved by the Committee and shall be substantially completed within twelve (12) months following the date of commencement or within such longer period as the Committee shall specify in its approval. In the event construction is not commenced within the period aforesaid, then approval of the plans and specifications by the Committee shall be conclusively deemed to have lapsed and compliance with the provisions of this Article shall again be required. There shall be no deviations from the plans and specifications approved by the Committee without its prior written consent. The Committee's approval of plans and specifications does not constitute a certification of structural soundness or constitute compliance with governmental building codes or other regulations. If any application to any governmental authority for a permit to make any such structural addition, alteration or improvement in or to any Unit requires execution by the Council of Unit Owners and provided consent has been given by the Board of Directors, then the application shall be executed on behalf of the Council of Unit Owners by an authorized Officer only, without however incurring any liability on the part of the Board of Directors, the Council of Unit Owners or any of them to any contractor, subcontractor, or materialmen on account of such addition, alteration or improvement, or to any person having claim for injury to person or damage to property arising therefrom. The requesting Unit Owner shall, at the Committee's request, furnish the Committee with appropriate building permits or other governmental approvals. The Unit Owner shall also be required, at the Committee's request, to submit a certificate of structural soundness from an architect or engineer. The cost of such certificate shall be borne solely by the requesting Unit Owner. Approval of any particular plans and specifications or design by the Committee shall not be construed as a waiver of the right of the Committee to disapprove identical or similar plans, specifications or designs, or elements or features thereof, in the event such plans, specifications or designs are subsequently submitted for use in any other instance.

Section 5. Certificate of Compliance. Upon the completion of any construction or alteration in accordance with plans and specifications approved by the Committee and with the provisions of this Article, the Committee shall, at the request of the Unit Owner, issue a certificate of compliance which shall be prima facie evidence that such construction or alteration referenced in such certificate has been approved by the Committee and was constructed or

installed in full compliance with the provisions of the Committee's written approval and with the provisions of this Article, and any rules and regulations enacted pursuant hereto, and such other provisions of these Bylaws as may be applicable.

Section 6. Rules and Regulations. Upon the request of the Board, the Committee shall, from time to time, propose rules and regulations regarding the form and content of plans and specifications to be submitted for approval to the Committee by Unit Owners requesting construction or alterations to their Units. The promulgation of such rules and regulations shall be in accordance with Section 11-111 of the Act. The Committee may also be requested by the Board to propose such statements of architectural policy, standards, guidelines, design and style as the Board deems necessary and proper, which need not be promulgated in accordance with Section 11-111 of the Act. No such rules and regulations, guidelines, statements or the like shall be construed as a waiver of the provisions of this Article or any other provisions or requirements of these Bylaws.

Article X
Insurance

Section 1. Authority to Purchase.

(a) Except as otherwise provided in Section 5 of this Article, all insurance policies relating to the Condominium shall be purchased by the Board. Neither the Board nor the Managing Agent shall be liable for failure to obtain any coverage required by this Article, or for any loss resulting from such failure, if such failure is due to the unavailability of such coverage from reputable insurance companies, or if such coverage is available only at a demonstrably unreasonable cost.

(b) Each policy obtained by the Board shall provide that:

(1) Each Unit Owner is an insured person under the policy with respect to liability arising out of his or her ownership of an undivided interest in the Condominium and membership in the Council of Unit Owners;

(2) The insurer waives any right to claim by way of subrogation against the Council of Unit Owners, the Board, or the Unit Owners, and their respective agents, employees, guests and in the case of each Unit, the members of each household;

(3) Such policy may not be canceled, invalidated or suspended due to the conduct of any Unit Owner (including an Owner's invitees, agents and employees) or of any member, officer or employee of the Board or the Managing Agent, without a prior demand in writing that the Board or the Managing Agent cure the defect;

(4) Such policy may not be canceled or substantially modified (including cancellation for nonpayment of premium) without at least sixty (60) days prior written notice to the Board and the Managing Agent and all Mortgagees;

14245 ~~(6)~~ Until the expiration of sixty (60) days after the insurer gives notice in writing to the mortgagee of any Unit, the mortgagee's insurance coverage will not be affected or jeopardized by any act or conduct of the Owner of such Unit, the other Owners, the Board of Directors, or any of their agents, employees or household members, nor canceled for non-payment of premiums;

(6) Such policy shall contain a standard mortgagee clause in favor of each mortgagee of a Unit to the extent of the portion of the coverage of the policy allocated to such Unit which shall provide that the loss, if any, thereunder shall be payable to such mortgagee and the Owner as their interests may appear, subject, however to the loss payment and adjustment provisions in favor of the Board of Directors contained in Section 6 of this Article.

(c) All policies of insurance shall be written by reputable companies licensed to do business in the State of Maryland.

(d) If, at the time of a loss under the policy, there is other insurance in the name of a Unit Owner covering the same property covered by the policy, the policy is primary insurance not contributing with the other insurance.

Section 2. Physical Damage Insurance.

(a) The Board shall obtain and maintain a blanket, "all-risk" form policy of fire insurance with extended coverage, vandalism, malicious mischief, windstorm, sprinkler leakage (if applicable), debris removal, cost of demolition and water damage endorsements, insuring the entire Property (but not including furniture, wall coverings, furnishings or other personal property supplied or installed by Unit Owners), together with all air conditioning equipment and other service machinery contained therein and covering the interests of the Council of Unit Owners, the Board and all Unit Owners and their mortgagees, as their interests may appear, in an amount equal to one hundred percent (100%) of the then current replacement cost of the property (exclusive of the land, excavations, foundations and other items normally excluded from such coverage), without deduction for such depreciation (such amount to be redetermined annually by the Board with the assistance of the insurance company affording such coverage). The Board of Directors shall also obtain and maintain such coverage on all real and personal property owned by the Council of Unit Owners.

(b) Such policy shall also provide:

(1) A waiver of any right of the insurer to repair, rebuild or replace any damage or destruction, if a decision is made pursuant to these Bylaws not to do so;

(2) The following endorsements (or equivalent) shall, to the extent possible, be included in such policy: (A) "no-control"; (B) "contingent liability from operation of building laws or codes"; (c) "increased cost of construction" or "condominium replacement cost"; (D) an "agreed amount" or "elimination of co-insurance" clause; and (E) "cost of demolition";

(3) That any "no other insurance" clause expressly excludes individual Unit Owners' policies from its operation so that the physical damage policy purchased by the Board shall be deemed primary coverage and any individual Unit Owners' policies shall be deemed excess coverage, and in no event shall the insurance coverage obtained and maintained by the Board hereunder provide for or be brought into contribution with insurance purchased by individual Unit Owners or their mortgagees, unless otherwise required by law.

(c) A duplicated original of the policy of physical damage insurance, all renewals thereof, and any sub-policies or certificates and endorsements issued thereunder, together with proof of payment of premiums, shall be delivered by the insurer to any Mortgagee requesting the same in writing. Prior to obtaining any policy of physical damage insurance or any renewal thereof the Board of Directors shall obtain a statement from an insurance company, or such other source as the Board may determine, of the then current replacement cost of the Condominium (exclusive of the land, excavations, foundations and other items normally excluded from coverage), without deduction for depreciation, for the purpose of determining the amount of physical damage insurance to be secured pursuant to this section.

Section 3. Liability Insurance. The Board shall obtain and maintain comprehensive general liability (including libel, slander, false arrest and invasions of privacy coverage) and property damage insurance in such limits as the Board may from time to time determine, insuring each member of the Board, the Managing Agent each Unit Owner and the employees of the Council of Unit Owners against any liability to the public or to Unit Owners (and their invitees, agents and employees) arising out of, or incident to, the ownership and/or use of the Common Elements. Such insurance shall be issued on a comprehensive liability basis and shall contain:

(a) a cross liability endorsement under which the rights of a named insured under the policy shall not be prejudiced with respect to his or her action against another named insured;

(b) hired and non-owned vehicle coverage;

(c) host liquor liability coverage with respect to events sponsored by the Council of Unit Owners;

(d) deletion of the normal products exclusion with respect to events sponsored by the Council of Unit Owners; and

(e) a "severability of interest" endorsement which shall preclude the insurer from denying liability to a Unit Owner because of negligent acts of the Council of Unit Owners or of another Unit Owner. The Board shall review such limits once each year, but in no event shall such insurance be less than One Million Dollars (\$1,000,000.00) covering all claims for bodily injury or property damage arising out of one occurrence. Reasonable amounts of "umbrella" liability insurance in excess of the primary limits shall also be obtained in an amount not less than Three Million Dollars (\$3,000,000.00).

Section 4. Other Insurance. The Board shall obtain and maintain:

- (a) adequate fidelity bond coverage as required in Article III, Part C, Section 19 of these Bylaws.
- (b) directors and officers liability insurance in an amount not less than One Million Dollars (\$1,000,000.00) per claim which affords protection for the Directors, Officers, Board and Committee Members, Employees and any Unit Owner acting as a volunteer on behalf of the Council of Unit Owners at the direction of the Board of Directors against claims alleging errors, omissions or other wrongful acts with respect to his or her service with the Condominium;
- (c) if required by any governmental or quasi-governmental agency, including by not limited to, the Federal National Mortgage Corporation or the Federal Home Loan Mortgage Corporation or the Veterans Administration, flood insurance in accordance with the then applicable regulations of such agency;
- (d) workmen's compensation insurance if and to the extent necessary to meet the requirements of law (including a voluntary employees endorsement and an "all states" endorsement);
- (e) if applicable, pressure, mechanical and electrical equipment including air conditioning equipment coverage on a comprehensive form in an amount not less than Five Hundred Thousand Dollars (\$500,000.00) per accident per location; and
- (f) such other insurance as the Board may determine from time to time to be desirable or necessary.

Section 5. Separate Insurance. Each Unit Owner shall have the right, at the Owner's expense, to obtain insurance for the Owner's Unit and for the Owner's benefit and to obtain insurance coverage upon the Owner's personal property and for the Owner's personal liability as well as upon any improvements made by the Owner to the Owner's Unit under coverage usually referred to as "tenants' improvements and betterment coverage"; provided, however, that no Unit Owner shall be entitled to exercise his or her right to acquire or maintain such insurance coverage so as to decrease the amount which the Board, on behalf of all Unit Owners, may realize under any insurance policy maintained by the Board or to cause any insurance coverage maintained by the Board to be brought into contribution with insurance coverage obtained by a Unit Owner. All such policies shall contain waivers of subrogation. No Unit Owner shall obtain separate insurance policies on the Condominium except as provided in this Section.

Section 6. Board of Directors as Agent. The Board is hereby irrevocably appointed the agent for each Unit Owner, each mortgagee, other named insureds and their beneficiaries and any other holder of a lien or other interest in the Condominium property to adjust and to settle all claims arising under insurance policies purchased by the Board and to execute and to deliver releases upon the payment of claims.

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Section 7. Insurance Deductible. If repair is required as a result of an insured loss, the amount of the deductible shall be treated as if it were a maintenance expense and shall be paid by the person or persons who would be responsible for such repair in the absence of insurance, as set forth in the Declaration and these Bylaws. This applies whether the source of the loss (i.e. a broken pipe) is in the unit affected, another unit or the Common Elements. For example, if damage results to a first floor unit from a break in a pipe which is part of a second floor unit, the Owner of the first floor unit is responsible for the deductible. The foregoing notwithstanding, the deductible shall be paid by the Owner of the Unit if the negligence or willful misconduct of the Owner, his or her tenant, guest, or invitee caused the loss to a Unit, or Common Element, as determined by the Board in its sole discretion. If neither the maintenance responsibility nor negligent or willful misconduct can be determined by the Board of Directors and if the loss affects more than one Unit or a Unit and a Common Element, the cost of the deductible may be apportioned equitably by the Board among the parties suffering the loss in accordance with the total cost of repair.

The cost of any deductible or portion thereof which is payable by an Owner shall constitute a lien upon the Unit and shall be collected in the same manner as an assessment. The Board of Directors may foreclose on the lien in the same manner and subject to the same requirements now or hereafter provided for by Maryland law for the foreclosure of mortgages or deeds of trust containing a power of sale or a consent to a decree. Suit for any deficiency following foreclosure may be maintained in the same proceeding.

Section 8. Payment of Proceeds. There shall be no insurance trustee. All proceeds of physical damage insurance policies purchases by the Board of Directors for the benefit of the Condominium shall be paid to the Board of Directors. The Board shall disburse such funds as it determines appropriate.

Article XI

Casualty Damage—Repair or Reconstruction

Section 1. When Repair and Reconstruction are Required. Except as otherwise provided in Section 4 of this Article, in the event of damage to or destruction of all or any portion of the Condominium as a result of fire or other casualty, the Board shall arrange for and supervise the prompt repair and restoration of the Building, including any damaged Units, and floor coverings, fixtures and appliances installed therein at the time of conveyance by the developer, and replacements thereof installed by the Unit Owners up to the value of those initially installed by the developer, but not including any furniture, furnishings, fixtures, equipment or other personal property supplied or installed by the Unit Owners in the Units unless covered by the insurance obtained by the Council of Unit Owners. Notwithstanding the foregoing, each Unit Owner shall have the right to supervise the redecorating of his or her Unit .

Section 2. Procedure for Reconstruction and Repair.

(a) Cost Estimates. Immediately after a fire or other casualty causing damage to all or any portion of the Condominium, the Board shall obtain reliable and detailed estimates of the cost of repairing and restoring the Condominium to a condition as good as that existing before such casualty. Such costs may also include professional fees and premiums for such bonds as the Board deems necessary.

(b) Assessments. If the proceeds of insurance are insufficient to defray such estimated costs of reconstruction and repair, or if upon completion of reconstruction and repair the funds for the payment of the costs thereof are insufficient, the amount necessary to complete such reconstruction and repair may be obtained from the appropriate reserve for replacement funds.

(c) Plans and Specifications. Any such reconstruction or repair shall be substantially in accordance with the original construction of the property, subject to any modifications required by changes in applicable governmental regulations and building code requirements, and using contemporary building materials and technology to the extent feasible.

Section 3. Disbursements of Construction Funds.

(a) Construction Fund and Disbursement. The proceeds of insurance collected on account of a casualty as well as the assessments collected from the Unit Owners on account of such casualty shall be held by the Board and shall constitute a construction fund which shall be disbursed in payment of the costs of reconstruction and repair in the following manner:

(1) If the estimated cost of reconstruction and repair is less than fifty percent (50%) of the total annual assessment for common expenses for that fiscal year, then the construction fund shall be disbursed in payment of such costs upon order of the Board of Directors.

(2) If the estimated cost of reconstruction or repair is fifty percent (50%) or more of the total annual assessment for common expenses for that fiscal year or more, then the construction fund shall be disbursed in payment of such costs upon approval of an architect qualified to practice in Maryland and employed by the Board to supervise such work. Payment shall be made from time to time, as the work progresses. The architect shall be required to furnish a certificate giving a brief description of the services and materials furnished by various contractors, subcontractors, materialmen, the architect and other persons who have rendered services or furnished materials in connection with the work stating that: (1) the sums requested by them in payment are justly due and owing and that such sums do not exceed the value of the services and materials furnished; (2) there is no other outstanding indebtedness known to the architect for the services and materials described; and (3) the cost as estimated by such architect for the work remaining to be done subsequent to the date of such certificate does not exceed the amount of the construction fund remaining after payment of the sum so requested.

(b) Surplus. It shall be presumed that the first monies disbursed in payment of the cost of reconstruction and repair shall be from insurance proceeds and, if there is a balance in the construction fund after the payment of all of the costs of the reconstruction and repair for which the fund is established, such balance shall either be divided among all Unit Owners in proportion to their Percentage Interest and shall be distributed in accordance with the priority of interests at law or in equity in each Unit, or, if the Board deems appropriate, shall be placed in the Council's reserve account.

(c) Common Elements. When the damage is to both Common Elements and Units, the insurance proceeds shall be applied first to the cost of repairing those portions of the Common Elements which enclose and service the Units, then to the cost of repairing the other Common Elements and thereafter to the cost of repairing the Units.

Section 4. When Reconstruction is Not Required. Except in the case of insubstantial damage to the general common elements, if any portion of the Condominium is damaged or destroyed it shall be repaired or replaced promptly by the Council of Unit Owners unless:

(a) the Condominium is terminated; or

(b) sixty percent (60%) of the Unit Owners, voting by percentage interest, including every Owner of a Unit or assigned Limited Common Elements which will not be repaired or replaced, vote not to repair or replace such areas. If the Board of Directors elects not to repair insubstantial damage to the general common elements, the Board of Directors shall remove all remains of the damaged improvements and restore the site thereof to an acceptable condition compatible with the remainder of the Condominium and the balance of any insurance proceeds received on account of such damage shall be distributed or credited, as the Board of Directors may decide, to all Unit Owners in proportion to their respective Percentage Interests. If the Condominium shall be terminated pursuant to Section 11-123 of the Condominium Act, the net assets of the Condominium together with the net proceeds of insurance policies, if any, shall be divided by the Board of Directors among all Unit Owners in proportion to their respective Percentage Interests, after first paying out of the share of each Unit Owner, to the extent sufficient therefor, the amount of any unpaid liens on the units in the order of priority of such liens.

Section 5. Eminent Domain and Condemnation. Damages for a taking of all or part of the Condominium shall be awarded as provided by Section 11-112 of the Act.

Article XII
Notices

Section 1. Notice to Contract Purchaser. A Unit Owner shall provide a contract purchaser of the Owner's Unit with the following information and disclosures not later than fifteen (15) days (or within such other time period required by the Act) prior to closing:

- (a) copies of the Condominium's Declaration, these Bylaws and the rules and regulations;
- (b) a resale certificate from either the Board or the Managing Agent;
- (c) a statement by the Unit Owner as to whether the Unit Owner has knowledge:
 - (1) that any alteration to the Unit violates any provisions of the Declaration, these Bylaws or the rules and regulations; and
 - (2) of any violating of the health or building codes with respect to the Unit.
- (d) such other disclosures as may be required by the Act.

Section 2. Notice to Board of Directors. Upon purchasing a Unit within the Condominium, the Unit Owner shall supply the Managing Agent with a copy of his or her name, address and telephone number, as well as the name and address of the mortgagee holding a first mortgage on the Owner's Unit and his or her mortgage account number. An Owner's failure to provide the Managing Agent with this information will render the Unit Owner ineligible to vote at any meeting of the Council of Unit Owners until such time as the Owner has complied.

Section 3. Notice of Default. The Board of Directors when giving notice to any Unit Owner of a default in the payment of an assessment for common expenses which default remains uncured for thirty (30) days or of some other default, shall upon request of the Mortgagee of such Unit in writing, also send notice to the Mortgagee.

Article XIII
Fiscal Management

Section 1. Maintenance and Inspection of the Books and Records.

(a) The books and accounts of the Council of Unit Owners shall be kept under the direction of the Treasurer in accordance with generally accepted accounting practices, consistently applied. The books shall be kept with detailed accounts, in chronological order, of the receipts, expenditures, and other transactions of the Council of Unit Owners. The books and records shall specify the maintenance, repair and service expenses of the Common Elements incurred by the Council of Unit Owners.

(b) All members of the Council of Unit Owners and any institutional holder of a first mortgage shall, upon written request, be entitled to inspect, in accordance with the Act, all books and records of the Council of Unit Owners during normal business hours at the office of the Council of Unit Owners or other place designated reasonably by the Board as the depository of such books and records. Books and records of the Council of Unit Owners are to be kept in a location as may be prescribed by the Act.

Section 2. Auditing. At the close of each fiscal year, the books and records of the Council of Unit Owners shall be audited by an independent accountant whose report shall be prepared and certified in accordance with generally accepted auditing standards. Based upon such report, the Council of Unit Owners shall furnish its members, and any Mortgagees who have so requested in writing, with an annual financial statement including the income and disbursements of the Council of Unit Owners.

Article XIV
Amendments

Section 1. Amending the Bylaws. These Bylaws may be modified or amended by a vote of Unit Owners representing more than sixty-six and two-thirds percent (66 2/3%) of the total Percentage Interest of the Council of Unit Owners (or such lesser percentage as may be provided in the Act), present in person or by proxy, at any regular or special meeting of the Council of Unit Owners. An amendment shall not become effective until it is recorded among the Land Records of Prince George's County, Maryland.

Section 2. Proposing Amendments. Amendments to these Bylaws may be proposed by the Board or by petition signed by Unit Owners representing twenty-five percent (25%) of the total votes of the Unit Owners, which petition shall be delivered to the Secretary. A description of any proposed amendment shall accompany the notice of any annual or special meeting of the Council of Unit Owners at which such proposed amendment will be considered and/or voted upon.

Section 3. Mortgagees' Approval. These Bylaws contain provisions concerning various rights, priorities, remedies and interests of the mortgagees of Units. Such provisions of these Bylaws are to be construed as covenants for the protection of the mortgagees on which they may rely in making loans secured by mortgages on the Units. Accordingly, the Council of Unit Owners shall not, without the prior consent of seventy-five (75%) of first mortgagees (based upon one vote for each mortgage owned), take any of the following actions:

- (a) abandon or terminate the Condominium regime; or,
- (b) modify or amend any material provisions of these Bylaws or the Declaration; or,
- (c) change the pro-rata interest or obligations of any Unit for:
 - (I) purposes of levying assessments or common expenses or for allocation distributions of hazard insurance proceeds or condemnation awards; and
 - (II) determining the pro-rata share of ownership of each Unit in appurtenant Common Elements; or,
- (d) partition or subdivide any Unit; or
- (e) except as provided in the Act in the case of substantial loss to the Units and/ or the Common Elements, resolve to use the proceeds of casualty insurance for any purpose other than the repair or restoration of the Property; or,
- (f) abandon, partition, subdivide, encumber, sell or transfer the Common Elements.

In accordance with the Act, if a mortgagee who receives a written copy of a proposed amendment to these Bylaws fails to object, in writing, to the proposed amendment within sixty (60) days from the date of actual receipt of the proposed amendment, that mortgagee shall be deemed to have consented to the adoption of the amendment, unless the proposed amendment:

- (a) Alters the priority of the lien of the mortgage or the deed of trust;
- (b) Materially impairs or affects the Unit as collateral; or
- (c) Materially impairs or affects the right of the mortgagee to exercise any rights under the mortgage, deed of trust, or applicable law.

Article XV
Miscellaneous

Section 1. Notices. Unless otherwise provided in these Bylaws all notices, demands, bills, statements, or other communications under these Bylaws shall be in writing and shall be deemed to have been duly given if delivered personally or if deposited in the U.S. Mail with sufficient first class, prepaid postage, as follows:

(a) If to a Unit Owner, at the address which the Unit Owner has designated in writing and filed with the Secretary or the Managing Agent, or if no such address is designated, at the address of the Unit of such Unit Owner. If a Unit is owned by more than one person, each such person who so designates an address in writing to the Secretary or the Managing Agent shall be entitled to receive all notices hereunder;

(b) If to the Council, the Board, or the Managing Agent, at the principal office of the Council or the Managing Agent, if any, or at such other address as shall be designated by written notice to the Unit Owners in accordance with this Section.

(c) If to a Mortgagee, said notice shall be sent by registered or certified mail to the respective addresses as designated by them from time to time in writing, to the Board of Directors.

Section 2. Legal Proceedings. Failure to comply with the terms of the Declaration, these Bylaws and the duly enacted Rules and Regulations shall be grounds for relief, including without limitation an action to recover sums for money damages, injunctive relief, foreclosure of the lien for non-payment of assessments and any other relief afforded by a Court of competent jurisdiction, all of which relief may be sought by the Council of Unit Owners.

Section 3. Costs and Attorney's Fees. In any proceeding arising out of an alleged default by a Unit Owner, the prevailing party shall be entitled to recover the costs of such proceeding and reasonable attorney's fees actually incurred, as may be awarded by the Court.

Section 4. Severability. In the event that any part or provision of these Bylaws shall be adjudged unlawful or unenforceable under Maryland law, the remainder of these Bylaws shall nonetheless survive and remain in full force and effect.

Section 5. Captions. The captions herein are inserted only as a matter of convenience and for reference, and in no way define, limit or describe the scope of these Bylaws or the intent of any provision hereof.

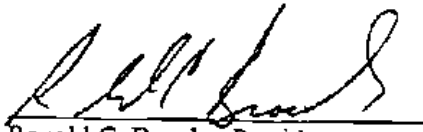
Section 6. Conflicts. These Bylaws are subordinate and subject to all provisions of the Act and the Declaration. All of the terms used in these Bylaws, except where clearly repugnant to the context, shall have the same meaning as the Act and the Declaration. In the event of a conflict between the Declaration and the Bylaws, the Declaration shall control. In the event of a conflict between the Declaration and the Act, the Act shall control.

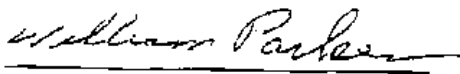
Section 7. Gender and Grammar. Whenever the context of these Bylaws requires, the singular shall include the plural and the plural shall include the singular. The use of any gender shall be deemed to include all genders.

Section 8. Waiver. No restriction, condition, obligation or provisions of these Bylaws shall be deemed to have been abrogated or waived by reason of any failure by the Board or the Unit Owners to enforce them.

IN WITNESS WHEREOF, on this 25 day of October, ~~200~~²⁰⁰⁰, the Board of Directors on behalf of the Council of Unit Owners of Hunting Ridge Condominium Association, Inc. executed the foregoing Amended and Restated Bylaws of Hunting Ridge Condominium Association, Inc.

COUNCIL OF UNIT OWNERS OF
HUNTING RIDGE CONDOMINIUM
ASSOCIATION, INC.

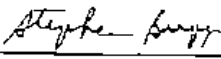
By: 
Ronald C. Brooks, President

Attest: 
William Parker, Secretary

STATE OF MARYLAND
COUNTY OF PRINCE GEORGE'S

I, STEPHEN BOPP, a Notary Public in and for the State of Maryland, do hereby certify that Ronald C. Brooks, known to me (or satisfactory proven) to be the person named as the President of the Council of Unit Owners of Hunting Ridge Condominium, Inc. personally appeared before me in the above-referenced jurisdiction, and as President, and by virtue of the authority vested in him, acknowledged the Amended and Restated Bylaws to be the Act and Deed of the Council of Unit Owners.

GIVEN under my hand and seal this 25 day OCT, AD, 2000.


Notary Public

My Commission Expires: 9-1-2004

CERTIFICATE OF THE SECRETARY OF
HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

In accordance with Section 11-104 of the Maryland Condominium Act (Annotated Code of Maryland, Real Property Title 11), the Secretary, as the person authorized to count votes of the owners, hereby certifies that the Amended and Restated Bylaws to which this Certificate is attached was approved by Unit Owners having a least seventy five percent (75%) of the total Percentage Interest of the Council. This Certificate is recorded for the purpose of conforming to Section 11-104 of the aforementioned Act and hereby accompanies the Amended and Restated Bylaws of the Council of Unit Owners of Hunting Ridge Condominium Association, Inc.

By: William Parker
William Parker, Secretary

Attest: Ronald C. Brooks
Ronald C. Brooks, President

STATE OF MARYLAND
COUNTY OF PRINCE GEORGE'S

TO WIT:

On this 25 day of oct., 2000, before me, a Notary Public in the above-referenced jurisdiction, appeared William Parker, the Secretary of Hunting Ridge Condominium Association, Inc., known to me (or satisfactory proven) to be the person whose name is subscribed to the Certificate set forth above for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Stephen Proff
Notary Public

My Commission Expires: 9-1-2004

CC&Rs
Hunting Ridge Condominium Association

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DECLARATION
OF
HUNTING RIDGE CONDOMINIUM

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DECLARATION
OF
HUNTING RIDGE CONDOMINIUM

THIS DECLARATION, made and delivered this 17 day of December, 1981, by HUNTING RIDGE LIMITED PARTNERSHIP, a limited partnership organized and existing under the laws of the State of Maryland (hereinafter and in the Exhibits attached hereto sometimes referred to as the "Developer"):

WHEREAS, the Developer is the owner in fee simple of certain land and premises located in the County of Prince George's, State of Maryland, and more particularly described on Exhibit A attached hereto and by this reference made a part hereof (the "Property"); and

WHEREAS, the Developer is also the owner in fee simple of the property described on Exhibit B attached hereto and by this reference made a part hereof (the "Additional Land"), which is situate adjacent to the property described in Exhibit A; and

WHEREAS, the Developer is the owner of certain buildings and other improvements constructed or to be constructed upon the aforesaid premises, which property shall constitute a "Condominium Regime" pursuant to Title 11, Real Property, Sections 11-101, et seq., of the Annotated Code of Maryland (1980 Cum. Supp.), as amended from time to time (hereinafter referred to as the "Condominium Act"), and it is the desire and intention of the Developer to subject the property and the improvements thereon to a Condominium Regime and to sell and convey the same subject to the covenants, restrictions, uses, limitations, obligations, easements, equitable servitudes, charges and liens, hereinafter set forth, each of which is for the benefit of said property and the subsequent owners thereof; and

WHEREAS, simultaneously with recording the Declaration, the Developer has filed for record in the office of the Clerk of the Circuit Court for Prince George's County, Maryland, a certain Plat of Condominium Subdivision including "Building Plans" for Hunting Ridge Condominium (the "Condominium plat" or "Plat"); and

WHEREAS, the Developer desires and intends, by the recording of this Declaration, the By-Laws of Hunting Ridge Condominium Association, Inc. which are attached hereto as Exhibit C and hereby incorporated herein by reference (the "By-Laws") and the Condominium Plat, to submit the Property, together with the improvements heretofore and hereafter constructed thereon, and all appurtenances thereto, to the provisions of the Condominium Act, as a Condominium Regime; and

WHEREAS, the Developer has herein reserved the right to expand this Condominium by subjecting all or any part of the Additional Land to this Declaration pursuant to the provisions of Section 11-117 of the Condominium Act;

NOW, THEREFORE, the Developer hereby declares that all of the Property, together with all improvements heretofore or hereafter constructed thereon, and all appurtenances thereto, shall be held, conveyed, divided or subdivided, leased, rented, and occupied, improved, hypothecated and/or encumbered subject to the covenants, restrictions, uses, limitations, obligations, easements, equitable servitudes, charges and liens hereinafter

set forth, including the provisions of the By-Laws, all of which are declared and agreed to be in aid of a plan for improvement of said property, and shall be deemed to run with and bind the land, and shall inure to the benefit of and be enforceable by the Developer, its successors and assigns, and any person acquiring or owning an interest in said property and improvements, including without limitation any person, group of persons, corporation, trust or other legal entity, or any combination thereof, which holds such interest solely as security for the performance of an obligation.

ARTICLE I

Section 1. Property Subject to Declaration. The real property which is and shall be held, conveyed, divided or subdivided, hypothecated or encumbered, sold, leased, rented, used, occupied, and improved subject to this Declaration is situate in the County of Prince George's, State of Maryland, and is more particularly described in Exhibit A. The Property may be increased pursuant to the procedure set forth in Article V by adding thereto all or any part of the Additional Land. Any of the Additional Land subjected to the Condominium pursuant to Article V shall be considered part of the Property.

Section 2. The Condominium Units. The general description and number of each unit, including its area, location and such other data as may be necessary or appropriate for its identification, is set forth herein and on the Condominium Plat, which Plat is incorporated herein and by this reference made a part hereof.

Section 3. Integration of Documents. This Declaration shall include the By-Laws and other Exhibits attached hereto and incorporated herein by reference. This Declaration shall be controlling in the event of any conflict between the provisions of this Declaration and the provisions of any exhibit hereto.

ARTICLE II

Unless the context shall plainly require otherwise, and except as otherwise provided herein, the following words when used in this Declaration and/or any and all Exhibits hereto shall have the following meanings:

Section 1. "The Act" or "the Condominium Act" means Title 11, Real Property, Section 11-101 et seq., Annotated Code of Maryland (1980 Sopp.), as amended.

Section 2. "Condominium" or "Regime" or "Condominium Regime" shall mean the development known as Hunting Ridge Condominium, situate on the Property subject to this Declaration and any additions which may be made to the Property from time to time. Unless the context clearly indicates otherwise, each of these words shall be synonymous for purposes of this Declaration.

Section 3. "Common Elements" or "common elements" shall mean all of the common elements including general common elements and limited common elements, as hereinafter defined.

Section 4. (a) "Condominium Unit," "condominium unit," "Unit," or "unit" shall mean a three-dimensional area consisting of one or more enclosed rooms, including all improvements contained therein, occupying all or part of one or more floors in buildings of one or more floors or stories.

(b) The lower vertical boundary of any such unit in the regime is a horizontal plane or planes, the elevation of which coincides with the elevation of the upper surfaces of the unfinished subfloor thereof extended to intersect the lateral or perimetrical boundaries. The upper vertical boundary of any such unit is a horizontal plane or planes, the elevation of which coincides with the lower surface of the unfinished ceiling thereof, extended to intersect the lateral or perimetrical boundaries. The lateral or perimetrical boundaries of any such unit are vertical planes which coincide with the unexposed surfaces of the perimeter walls, to include the perimeter dry-wall and glass surface of windows thereof, extended to intersect the upper and lower vertical boundaries and to intersect the other lateral or perimetrical boundaries of the unit. The boundaries of a Unit shall include therein all wall and ceiling drywalls. The floor area, dimensions and location of each Unit are more particularly described on the Building Plans. Included as part of the Unit are: (i) any door to any patio or balcony, if any, to the Unit; (ii) the front entrance door and any other entrance doors, if any, to the Unit; (iii) all windows in the Unit, (iv) all interiors of all walls, ceilings and floors; and any plumbing, lighting and heating systems, facilities and parts thereof, all installations including all pipes, wires, cables, conduits and other facilities, for the furnishing of utility services into a single Unit, which are utilized solely by the Unit, and which are located solely within the boundaries of the Unit or are appurtenant thereto as shown on the Condominium Plat and Building Plans; (v) refrigerators, ovens, kitchen and bathroom fixtures, appliances and equipment, and other appliances, if any, located solely within the boundaries of the Unit, or appurtenant thereto as shown on the Condominium Plat and Building Plans, and utilized solely by the Unit. Each Unit Owner shall have the right, at any time and from time to time, to install, at his own cost and expense, such decorations, additions, fixtures, and coverings (including, without limitation, painting, finishing, wall papering and carpeting) to the surfaces of walls, floors and ceilings which face the interior of his Unit, provided that the same do not impair the structural integrity of the building in which the Unit is located.

(c) Any part of the Property described in Exhibit A hereto and not part of a unit shall be either a general or limited common element, as the case may be.

Section 5. "Association" shall mean and refer to Hunting Ridge Condominium Association, Inc., a non-stock, non-profit corporation incorporated under the laws of the State of Maryland, to provide for the administration of every Unit and the common elements pursuant to Section 11-109 of the Condominium Act.

Section 6. General Common Elements. Except as otherwise set forth on the Condominium Plat or in this Declaration, the general common elements shall mean and include at least, but not

by way of limitation, the following which are either now part of the Property or which may be added pursuant to, Article V.

(j) The property and any additions thereto, other than the units and limited common elements shown on the Condominium Plat; and

(b) The foundations, bearing walls, perimeter walls, main walls, footings, roofs, columns, girders (to the interior surfaces thereof), beams, supports, parking areas, concrete slab and floors between upper and lower limits of vertically adjacent units, including the supporting slab for balconies and patios, and entrance, exit and communication ways; and

(c) The greens and gardens, streets, yards to the extent not designated as limited common elements, swimming pools and amenities, picnic areas, play areas and all other recreational property and appurtenances thereon; and

(d) The compartments or installations of central services such as power, including all transformer boxes designated on the Plat as an "electric box," light, gas, hot and cold water, central heating, compressors for air-conditioning or air handling (excluding those designated, designed or installed to serve only one unit, or group of less than all units, whether or not such air handling or compressor is located within such unit or one of such units), hot-water heaters, pumps, and the like, including, but in no way limited to, all pipes, ducts, flues, chutes, conduits, cables, wires and other utility lines; and

(e) The exterior of each building and the common entrance ways to each building; and

(f) All other elements, devices and installations of the Condominium Regime of common use or necessary to its existence, upkeep and safety; and

(g) The boiler room and all appurtenant equipment as shown on the Plat when and if added to the Property; and

(h) Notwithstanding anything to the contrary, a Unit in the Condominium may be conveyed to, and owned by, the Association. The Unit which may be conveyed shall be designated on the amendment to the Plat filed at the time the Unit is submitted to the condominium, and shall be occupied as the residence of the management staff person to be employed by the Association. With respect to the aforesaid Unit, the Association shall have all of the indices of ownership possessed by any other owner of a Unit, including the right to cast the votes pertaining thereto. The Board of Directors shall determine the manner in which the vote is to be cast and the President shall cast the vote.

Section 7. "Developer" shall mean HUNTING RIDGE LIMITED PARTNERSHIP, a Maryland limited partnership, any successor to its trade or business regarding the Condominium or to title to all or substantially all of its assets including the Condominium, and any other entity which, in conjunction with or in lieu of the named Developer, develops the Condominium as part of the community known as Hunting Ridge Condominium situate on the Property.

Section 8. Limited Common Elements. The limited common elements shall be those designated as such on the Condominium Plat to be reserved for the exclusive use of one or more but less than all unit owners, including but not limited to balconies and patios (excluding the supporting slab), porches, all as more fully delineated on the Condominium Plat. All areas designated on the Condominium Plat as limited common elements are reserved for the exclusive use of the owners of the unit or units to which they are adjacent or to which they are declared to be appurtenant by appropriate designation on the Condominium Plat. The unit owner shall at his own expense maintain the space inside the railing of any balcony or inside the fencing of any patio adjacent to his unit. The Association may provide standards for such maintenance in the Rules and Regulations which shall be binding on all owners. The Association shall maintain the slab under the patio or balcony of units and the balcony railing and/or patio fencing.

Section 9. "Owner" or "Unit Owner" or "Member" shall mean any person, group of persons, corporation, trust or other legal entity, or any combination thereof, which owns a Unit within the Condominium Regime; provided, however, that any person, group of persons, corporation, trust or other legal entity, or any combination thereof, which holds such interest solely as security for the performance of an obligation shall not be an owner by reason of such interest.

Section 10. "Person" shall mean an individual, firm, corporation, partnership, association, trust or other legal entity, or any combination thereof.

Section 11. "Majority of Unit Owners" or "Majority of Members" shall mean fifty-one percent (51%) of the votes that are present and voting on any issue voted upon at any meeting of Members.

Section 12. "Percentage Interest" or "percentage interest" shall mean the undivided interest of each unit owner in the common elements, common expenses and common profits of the Condominium except that the Percentage Interest in the common elements shall be a different figure than the Percentage Interest in the common profits and common expenses all as more fully and particularly described in Article III, Section 1 and set forth on Exhibit D.

ARTICLE III

Section 1. Undivided Percentage Interest in Common Elements, etc. Each Unit Owner shall have the same incidents of ownership in the real property as the Owner of any other Unit and shall hold the same in fee simple. Each Unit Owner shall own a percentage interest in the common elements together with a common right to share the common elements with the other Unit Owners (except limited common elements reserved for the use of designated units), and shall have a percentage interest in the common expenses and common profits of the Condominium in accordance with the assessment procedures set forth in the By-Laws. Each Unit Owner's percentage interest in the common elements of the Condominium shall be determined by dividing the total number of square feet in his Unit by the sum of the aggregate square

footage contained in all Units submitted to the Condominium, as more fully set forth in Exhibit D which is attached hereto and made a part hereof. Each Unit Owner's Percentage Interest in the common profits and common expenses of the Condominium shall be determined by dividing the total number of square feet in his unit by the sum of the aggregate square footage contained in all units located in the Condominium and on the Additional Land except the units in the Foundation Phase(s) (as shown on the Plat). At such time as buildings are actually constructed on the Foundation Phase or units from the Foundation Phase are submitted to the Condominium, the total square footage of units in the constructed buildings or of the submitted units shall be added to the total square footage in all units, for purposes of the ratio for determining the Percentage Interest in common profits and expenses, and the Percentage Interest of each Unit in the Condominium in the common profits and common expenses shall be reduced in accordance with the new ratio. The number of square feet in a unit or in the aggregate square footage of all units submitted to the Condominium, being used to determine the Percentage Interest of any unit, does not necessarily represent the actual number of square feet in any particular unit or the actual aggregate number of square feet in all units.

Section 2. Percentage Interests on Expansion.

(a) In the event that the Developer exercises his right pursuant to Article V hereof and expands the Condominium by submitting all or any part of the Additional Land thereto, then and in that event:

(i) The percentage interests in the common elements of the Unit Owners in the preceding phase or phases shall be reduced and appropriate percentage interests in the common elements in the expanded phase or phases shall vest in them.

(ii) Appropriate percentage interests in the common elements in the preceding phase or phases shall vest in Unit Owners in the added phase or phases.

(iii) When units from the Foundation Phase(s) are to be submitted to the Condominium, or buildings are constructed on the Foundation Phase, the total square footage of units in the constructed buildings or of the submitted units shall be added to the total square footage of all units in the ratio for determining each Unit's Percentage Interest in common profits and common expenses. The Percentage Interest of each Unit in the Condominium in common profits and common expenses shall be appropriately reduced in accordance with the new ratio.

(b) Other than as expressly provided and set forth herein, and as changed pursuant to Article V the percentage interests herein established shall not be changed without the unanimous consent of all the Unit Owners and their mortgagees evidenced by an appropriate amendment to this Declaration recorded among the Land Records of Prince George's County, Maryland. The percentage interest shall not be separated from the unit to which it appertains and shall be deemed conveyed or encumbered with the unit even though such percentage interest is not expressly mentioned or described in the conveyance or other instrument.

(c) The Developer intends to subject the units to the Condominium in phases or sections. The Developer, in connection with expansion of the Condominium, specifically reserves the right to reallocate percentage interests within a section or to change the number or type of units within a section prior to bringing such section within the scope of this Declaration, without the consent of any Unit Owner, by the recording of an amendment hereto as provided in Article V.

Section 3. Creation of the Lien and Personal Obligation of Assessments. Each Owner of any Unit, by acceptance of a deed or other conveyance therefor, whether or not it shall be so expressed in any such deed or other conveyance, and also the Developer as to any Units which it owns shall be deemed to covenant and agree to pay to the Association: (a) monthly assessments or charges, (b) special assessments for capital improvements, and (c) emergency assessments, all as provided in the By-Laws, such assessments to be fixed, established and collected from time to time as therein provided. The monthly, special and emergency assessments, together with such interest thereon and costs of collection thereof shall be a charge on the land and shall be a continuing lien upon the Unit against which each such assessment is made. Each such assessment, together with such interest thereon and costs of collection thereof shall also be the obligation of the person who was the Owner of such property at the time when the assessment fell due. The Owner shall be responsible for the entire amount of any special, monthly or emergency assessments regardless of whether the Owner has utilized or benefitted from the Common Elements, and shall have no right of deduction, set-off or counterclaim.

Section 4. Use of the Units. The Condominium, and each of the units therein, is intended only for residential purposes. Other than as set forth in the By-Laws, no use may be made of any unit except as a residence for the owner thereof or his permitted lessees and the members of their immediate families.

Section 5. Alterations of Units. No Unit Owner may transfer part of his Unit or subdivide his Unit.

ARTICLE IV

Section 1. Covenant Against Partition. The common elements, both general and limited, shall remain undivided. No Owner of any Unit or any other person shall bring any action for partition or division thereof except as may be provided for in the Condominium Act.

Section 2. Easements for Encroachments. The existing physical boundaries of any unit or common element constructed or reconstructed in substantial conformity with the Condominium Plat shall be conclusively presumed to be its boundaries, regardless of the shifting, settlement, or lateral movement of any building and regardless of minor variations between physical boundaries as described in the Declaration or shown on the Condominium Plat and the existing physical boundary of any such unit or common element, all in accordance with the provisions of Section 11-123(a) of the Condominium Act. Valid easements in the event of encroachment as well as easements in the event of encroachment due to partial or total destruction of any part of

the Condominium are hereby provided, all as more fully set forth by statute in Section 11-123(b) of the Condominium Act.

Section 3. Easements of Access. Each Unit shall be subject to an easement of the Unit Owners of all of the other Units to and for the unobstructed and uninterrupted use of any and all pipes, ducts, flues, chutes, conduits, cables and wire outlets and utility lines of any kind, and other common elements located within or accessible only from any particular unit and for support. Any parking space and each of the sidewalks, paths, walks, lanes, driveways, paved areas, and roadways situate on the Property and the Additional Land shall be subject to an easement to the Developer and to the Owners of all of the Units for pedestrian and vehicular ingress and egress to and from the buildings, the units, and those aforesaid areas, and further subject to a non-exclusive easement and right-of-way for reasonable and necessary pedestrian and vehicular ingress and egress to the Developer and to all persons who may now or subsequently have any interest in the Property or the Additional Land, their heirs, successors, assigns, tenants, agents, invitees and guests.

The Association acting through the Board of Directors shall have an irrevocable right and an easement to enter units to make repairs to common elements when the repairs reasonably appear necessary to public safety or to the notice requirements as set forth in Section 11-123(e) of the Condominium Act.

Section 4. Easements for Utilities and Related Purposes.

(a) The Association acting through the Board of Directors is authorized and empowered to grant (and shall from time to time grant) such licenses, easements and/or rights-of-way for sewer lines, water lines, electrical cables, telephone cables, television and other communications cables, internal and external wiring and antennae, gas lines, storm drains, underground conduits, and/or such other purposes related to the provision of public utilities and other common services as may be considered necessary, appropriate or desirable by the Board of Directors of the Association for the orderly maintenance, preservation, and enjoyment of the common elements or for the preservation of the health, safety, convenience and/or welfare of the owners of the units or the Developer.

(b) The Property and the Additional Land shall be subject to easements benefitting and burdening the Property and Additional Land for utilities, grading, slope easements for grading, and installation of roads, as may have been or will be created by the Developer and/or as will be created by the Association.

ARTICLE V

Section 1. Expansion. The Developer expressly reserves the right without the consent of any other Unit Owner or any other limitation to expand the Condominium by subjecting to the Condominium Regime all or part of the Additional Land. The Additional Land is currently not divided into phases. The Developer reserves the right to submit the Additional Land either in its entirety or in phases with such boundaries as the

Developer may determine. The Developer reserves the right to unilaterally amend Exhibit B and the Plat to show phases on the Additional Land with such boundaries as may be determined by the Developer. This right shall terminate and lapse, to the extent not exercised, Seven (7) years from the date of recordation of this Declaration.

Section 2. Maximum Number of Units.

In the event that the Developer subjects all the Additional Land to the provisions of this Declaration, the maximum number of units which would constitute the Condominium would be 452.

Section 3. Percentage Interest in Common Elements, Common Expenses and Profits.

In the event that the Developer exercises its rights pursuant to this Article V, and by such exercise expands the Condominium up to the maximum number of units as set forth hereinabove, each Unit Owner in the sections created on the Additional Land shall have the same incidents of ownership in the Property as the Owner of any other Unit and shall hold the same in fee simple. Every Owner of a Unit so added shall own a percentage interest in accordance with the percentage interest allocated to his Unit as set forth in Exhibit D, together with a common right to share the common elements (except limited common elements reserved for the use of designated units) with the other Unit Owners. The Developer expressly reserves the right without the consent of any other Unit Owner or any other limitation to reallocate percentage interest among units to be built on the Additional Land so long as such reallocation does not modify percentage interests held by existing Unit Owners prior to expansion in any manner other than as contemplated in Exhibit D.

Section 4. When Expansion Effective.

In addition to compliance with all of the foregoing, all or part of the Additional Land may be added to the Condominium by the Developer only upon:

(a) Recordation of an amendment to this Declaration and the Exhibits hereto, including but not limited to an amendment to Exhibit D hereof, setting forth the new percentage interests of the Unit Owners and the voting rights appurtenant thereto; and

(b) Recordation of an amendment to the Condominium Plat containing the same information and detail for added sections of the Additional Land as was initially required for the original Condominium Plat.

Section 5. Interests of Mortgagees Upon Expansion. Upon expansion of the Condominium pursuant to this Article V, the interests of any mortgagee shall attach, by operation of law and

pursuant to Section 11-117(c)(2) of the Condominium Act, to the new percentage interests appurtenant to the unit on which it has a lien.

Section 6. No Expansion Requirement. Nothing provided herein shall require the Developer to expand the Condominium beyond the Property described in Exhibit A. Portions of the Additional Land may be added to the Condominium at different times. However, no portion of the Additional Land is required to be added to the Condominium, nor are portions of the Additional Land required to be added in any particular order. The Developer reserves the right, without the consent of any person, to delete all or any portion of the Additional Land from Exhibit B prior to submission of the deleted portion to the Condominium Regime. The deletion shall be effectuated by recording an amendment hereto and to the Plat among the Prince George's County land and subdivision records, respectively. The Developer hereby expressly reserves the right, to be exercised in its sole discretion without the consent of any other Unit Owner and without any other limitations, to create common elements within any portion of the Additional Land added to the Condominium. The outlines of the land, buildings and common elements to be situated in each portion of the Additional Land in general terms are described on the Condominium Plat. The option to expand by adding all or part of the Additional Land may be exercised from time to time by the Developer in one or more increments.

Section 7. Construction and Architectural Styles. Developer reserves the right to vary the architectural style of buildings which may be or have been erected on the Additional Land. Any phases of the Additional Land for future expansion shall be subject to modification as to number and types of units and as to architectural design within each phase at Declarant's sole discretion.

Section 8. No Assurances. The Developer makes no assurances with regard to the following:

(a) The locations of any improvements that may be made on any portion of the Additional Land.

(b) The extent to which any structures erected on any portion of the Additional Land will be compatible with structures on the portion of the Land described in Exhibit A in terms of the principal materials to be used.

(c) The nature and extent of any improvements which may be made on any portion of the Additional Land.

(d) The types, sizes, and maximum number of limited common elements which may be created and designated by the Developer on any portion of the Additional Land, or common elements therein which may subsequently be assigned as limited common elements.

Section 9. Percentage Interests and Votes. If all or any portion of the Additional Land is submitted to the provisions of this Declaration, the percentage interests appurtenant to each Unit shall be changed pursuant to Exhibit D and the number of votes appurtenant to each unit shall be those votes allocated to each unit on Exhibit D.

Section 10. Agency Approval. If the Veteran's Administration ("V.A.") or the Federal Housing Administration ("FHA") has an interest in any Unit and so requires, no land other than that described as Additional Land in Exhibit B may be submitted to the Condominium without first obtaining any required V.A. or FHA approval.

Section 11. Outlot A. The Developer reserves the right to amend Exhibit B and the Plat to add the land labeled on Sheet One of the Plat as "Outlot A" to the Additional Land if the Developer acquires title to Outlot A. The location and dimensions of Outlot A are shown on Sheet One of the Plat.

ARTICLE VI

Section 1. Administration of the General Common Elements.

(a) The Association acting through its Board of Directors shall be responsible for maintaining and administering the general common elements on the Property, which may be made available to the Owners of Units, and the levying, collecting and disbursing of the assessments and charges hereinafter created. The Association shall not employ any new Management Agent (other than the Management Agent provided for in the By-Laws which are Exhibit C hereto) without thirty (30) days prior written notice to the institutional holders of all first mortgages on the units, and the Association shall not undertake "self-management" or otherwise fail to employ a professional Management Agent without the prior written approval of a majority of the institutional holders of such first mortgages.

Section 2. Association Membership. Every Owner of a Unit shall automatically, upon becoming the Owner of a Unit or Units, be a Member of the Association and shall remain a Member of the Association until such time as the ownership ceases for any reason, at which time the membership in said Association shall automatically cease. One membership in the Association shall be appurtenant to and run with each Unit. Other than as an incident to a lawful transfer of the title to a Unit, membership in the Association shall be nontransferable and any attempted transfer shall be null and void.

Section 3. Members Votes. At each meeting of the Association, each Owner shall have the right to cast those votes as provided in the By-Laws, Article III, Section 2(a) and Article IV, Section 7, and as more fully set forth in Exhibit D. At all meetings of the membership, each Member shall be entitled to cast his vote as provided in the By-Laws irrespective of his interest in the common profits and expenses. No Member shall be eligible to vote, either in person or by proxy, or to be elected to the Board of Directors, if a condominium lien exists with respect to his unit and the amount necessary to release the lien has not been paid at the time of the meeting.

Section 4. Directors. The affairs of the Association shall be managed by a Board of Directors. The number of directors shall not be less than three (3) nor more than five (5). The number of directors constituting the initial Board of Directors shall be three (3). The names and addresses of the

persons who are to serve until the first annual meeting of Members and until successors are duly chosen and qualified are as follows:

<u>NAME</u>	<u>ADDRESS</u>
Anthony C. Koonas	5550 Friendship Boulevard Suite 290 Chevy Chase, Maryland 20015
Carol Janni	5550 Friendship Boulevard Suite 290 Chevy Chase, Maryland 20015
Michael J. Ferraguto	5550 Friendship Boulevard Suite 290 Chevy Chase, Maryland 20015

The qualifications, powers, duties and tenure of the directors and the manner by which the directors are to be chosen shall be prescribed and set forth in the By-Laws of the Association. Officers of the Association shall be elected and shall serve as provided for in the By-Laws.

ARTICLE VII

Section 1. Termination and Waiver. All of the Unit Owners may by deed waive this Regime and regroup or merge the individual Units with the principal property, provided that the individual Units are unencumbered, or if encumbered, that all persons with recorded encumbrances, including judgment or tax liens or other secured creditors, consent to the termination and execute or cause to be executed the deed of termination or merger in such manner as to show this consent and acceptance. In the event this Condominium Regime is terminated:

(a) The Property shall be deemed to be owned in common by the Unit Owners;

(b) The percentage interest in the Property owned in common which shall appertain to each Owner shall be the percentage of percentage interest previously owned by such Owner in the common elements;

(c) Any liens affecting any of the Units shall be deemed to be transferred in accordance with the existing priorities to the percentage interest of the Unit Owner in the Property as provided herein; and

(d) The Property shall be subject to an action for partition at the suit of any Unit Owner, in which event the net proceeds of sale, together with the net proceeds of any insurance on the property, shall be considered as one fund and shall be divided among all the Unit Owners in a percentage equal to the percentage interest owned by each in the Property after first paying out of the respective shares of Unit Owners all liens, claims and charges imposed upon or due and owing with respect to that Unit and thereafter remitting the balance of the share to the Unit Owner; and

Section 2. Mortgage Satisfaction. Notwithstanding any other provision contained in this Declaration, the first mortgage or deed of trust liens on any damaged or destroyed units shall be satisfied out of the insurance proceeds, to the extent sufficient for this purpose, prior to a partition suit being instituted and, thereafter, the interest in the property owned or in the distribution of the proceeds derived from a partition suit of all such unit owners whose first mortgages or deeds of trust have been so satisfied shall be proportionately adjusted.

ARTICLE VIII

Section 1. Units Subject to Declaration; By-Laws; Rules and Regulations. Owners of Units shall be subject to and shall comply with the provisions of this Declaration, the By-Laws and the Rules and Regulations, if any, as they may be amended from time to time, and the items affecting the title to the Property as set forth herein. The acceptance of a deed of conveyance or the entering into occupancy of any unit shall constitute an agreement that the provisions of this Declaration, the By-Laws or Rules and Regulations, if any, as they may be amended from time to time, and the said items affecting title to the Property, are accepted and ratified by such owner, tenant, visitor, servant or occupant. All of such provisions shall be deemed and taken to be covenants running with the land and shall bind any person having at any time any interest or estate in such units, as though such provisions were recited and stipulated at length in each and every deed or conveyance or lease thereof.

Section 2. Maintenance of the Limited Common Elements. Those portions of the common elements reserved for the use of one or more unit owners but less than all unit owners, to the exclusion of other unit owners, are deemed limited common elements. Any expense for the maintenance, repair, or replacement relating to limited common elements shall be treated as and paid for as a common expense of the Association. Should said maintenance, repair or replacement be caused by the negligence of or misuse by a Unit Owner, his family, guests, tenants, subtenants, servants and invitees, he shall be responsible therefor, and the Association shall levy an assessment against the owner of said Unit, which assessment shall have the same force and effect as all other special assessments.

Section 3. Use of Property in Aid of Sales. The Developer shall have the right to use the Condominium for the purpose of aiding in the sale of units, including the right to use portions of the Property for parking for prospective purchasers and such other parties as the Developer determines. The foregoing right shall mean and include the right to display and erect signs, billboards and placards, and to store, keep and exhibit same, and to distribute audio and visual promotional materials upon the common elements. The Developer shall have the right of ingress and egress to unsold Units, and to contracted for, but unsettled Units, for the purpose of aiding in the sale of units.

Section 4. Rights of Mortgagees. A first mortgagee, at his request, shall be entitled to written notification from the Board of Directors of any default by the mortgagor of such unit in the performance of such mortgagor's obligations pursuant to

the Declaration, the Articles of Incorporation, and the By-Laws, which default has not been cured within thirty (30) days. Further, a first mortgagee shall have the right (i) to examine the books and records of the Association during regular business hours and upon reasonable notice; (ii) to receive an annual financial statement of the Condominium within ninety (90) days following the end of any fiscal year of the Condominium; and (iii) to written notice of all meetings of the Condominium Association, with the right to designate a representative.

Section 5. Notice to Mortgagees. The Board of Directors shall give timely written notice to any first mortgage lenders whose interests are affected in the event of substantial damage to any unit or common element or in the event of any condemnation or eminent domain proceeding affecting any unit or common element, or such other notices as the Board of Directors deems appropriate.

Section 6. Notice of By-Law Amendments. The Board of Directors shall notify all first mortgagees at least fifteen days prior to any meeting at which it is to be considered of (i) the content of any By-Law amendments prior to the meeting of the Association at which the amendment is to be proposed, and (ii) the contents of the adopted By-Law amendment immediately after adoption.

ARTICLE IX

Section 1. Construction and Enforcement. The provisions hereof shall be liberally construed to effectuate the purpose of creating a uniform plan for the development and operation of a Condominium Regime. Enforcement of these covenants and restrictions and of the By-Laws attached hereto shall be by any proceeding at law or in equity against any person or persons violating or attempting to violate any covenant or restriction, either to restrain or enjoin violation or to recover damages, or both, and against any unit to enforce any lien created thereby; and the failure or forbearance by the Association or the owner of any unit to enforce any covenant or restriction herein contained shall in no event be deemed a waiver of the right to do so thereafter; provided, however, any enforcement action shall only be brought by the Association acting through the Board of Directors.

Section 2. Amendment of Declaration. Except to the extent otherwise expressly provided by the Condominium Act, this Declaration may be amended only by the written consent of the Unit Owners and Mortgagees. Each Amendment shall be certified by the President and Secretary of the Association as having been duly adopted.

During the period in which the Developer may elect a majority of the Board of Directors of the Association, the Developer reserves the right to unilaterally amend this Declaration to meet the requirements of the Federal Housing Administration, Veterans' Administration, Federal Home Loan Mortgage Corporation, Federal National Mortgage Association, or any other governmental or quasi-governmental agency or to meet the requirements of any mortgage lender; provided, however, that such amendment shall not materially adversely affect the

substantial rights hereunder of any member or mortgagee other than Developer.

No amendment shall be effective until recorded among the Land Records of Prince George's County, Maryland.

Section 3. Invalidity. The invalidity of any provision of this Declaration shall not be deemed to impair or affect in any manner the validity or enforceability of the remainder of this Declaration. In the event any provision(s) is deemed invalid, all of the other provisions of this Declaration shall continue in full force and effect as if such invalid provision(s) had never been included herein.

Section 4. Captions. The captions contained in this Declaration are for convenience only and are not a part of this Declaration and are not intended in any way to limit or enlarge the terms and provisions of this Declaration.

Section 5. Conflicts. This Declaration is set forth in compliance with the requirements of Section 11-103 of the Condominium Act. In the event any of the provisions stated herein conflict with the provisions of said statute, the provisions of said statute shall control.

Section 6. Resident Agent. The Resident Agent for the Condominium and the person authorized to accept service of process as provided by law is management agent, Shannon and Luchs Company, whose post office address is 4920 Niagara Road, Suite 409, College Park, Maryland.

Section 7. Gender, Case and Number. Whenever in the Declaration the context so requires, the singular number shall include the plural and the converse; the use of any gender shall be deemed to include all genders; and lower case shall be deemed to include upper case and the converse.

IN WITNESS WHEREOF, the Developer has caused this writing to be executed and delivered in its name and on its behalf on the day and year first above written.

HUNTING RIDGE LIMITED PARTNERSHIP

ATTEST:

By: AMERICAN HOUSING, INC.,
General Partner

Carol Janni
Secretary

By: Anthony C. Koonos
Anthony C. Koonos, President

[Corporate Seal]

STATE OF MARYLAND)
) ss:
COUNTY OF MONTGOMERY)

I HEREBY CERTIFY that on this 17 day of December, 1981, before me, the subscriber, a Notary Public of the jurisdiction aforesaid, personally appeared Anthony C. Koonos,

The undersigned, being the trustees of that certain Deed of Trust recorded in Liber 5352, Folio 373 among the Land Records of Prince George's County, Maryland, hereby consents to the recordation of this Declaration and of the Condominium Plat described herein; subject, however to the condition that such consent shall not in any way be construed or deemed to be a release or impairment of the lien of the said Deed of Trust upon the subject property which shall continue in full force and affect until release by appropriate instrument pursuant to the terms set forth in the Deed of Trust.

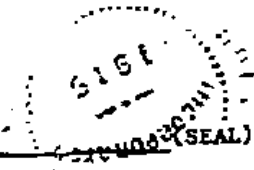
WITNESS:

[Signature]
Neil E. Johnson

Suburban Trust Company

By: [Signature]

Paul G. Stevens
Trust Officer



STATE OF MD

COUNTY OF Prince George's

I, [Signature], a Notary Public in and for the jurisdiction aforesaid, do hereby certify that [Signature], personally appeared before me in said jurisdiction and, being by me first duly sworn, did depose and say that they are a party to the foregoing and annexed instrument and that the facts set fourth in said instrument are true and correct; and they acknowledged to me that they executed the said instrument for the purposes therein contained and in the capacity therein stated.

Subscribed and sworn to before me this 11 day of April, 1954.

1954

[Signature]
NOTARY PUBLIC



who is known to me to be the President of AMERICAN HOUSING, INC., the General Partner of HUNTING RIDGE LIMITED PARTNERSHIP, a Limited Partnership, and who acknowledged the foregoing instrument to be the act and deed of said HUNTING RIDGE LIMITED PARTNERSHIP and that the same was executed for the purposes therein contained.

Lynette M. Chanman
Notary Public

My Commission Expires: July 1, 1982

The undersigned, being the trustees of that certain Deed of Trust recorded in Liber 5352, folio 391 among the Land Records of Prince George's County, Maryland, hereby consents to the recordation of this Declaration and of the Condominium Plat described herein; subject, however, to the condition that such consent shall not in any way be construed or deemed to be a release or impairment of the lien of the said Deed of Trust upon the subject property which shall continue in full force and effect until release by appropriate instrument pursuant to the terms set forth in the said Deed of Trust.

WITNESS:

Carol Ganni
Carol Ganni

W. Robert Wolfe (SEAL)
W. Robert Wolfe
Joan N. Spermo (SEAL)
Joan N. Spermo

State of Maryland)
County of Montgomery)

I, Lynette M. Chanman, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that W. Robert Wolfe and Joan N. Spermo, personally appeared before me in said jurisdiction and, being by me first duly sworn, did depose and say that he is a party to the foregoing and annexed instrument and that the facts set forth in said instrument are true and correct; and he acknowledged to me that he executed the said instrument for the purposes therein contained and in the capacity therein stated.

Subscribed and sworn to before me this 17 day of December, 1981.

Lynette M. Chanman
Notary Public

My Commission Expires: July 1, 1982



April 6, 1981

EXHIBIT A

DESCRIPTION

OF

HUNTING RIDGE CONDOMINIUM

PHASE I REVISED

Being part of Parcel "B" as shown on a plat of subdivision entitled "Parcels B and C", Goddard Space Village, Section Two" and recorded among the Land Records of Prince George's County, Maryland, in Plat Book WW78 as Plat No. 77.

Beginning for the same at the beginning of the North $02^{\circ} 04' 00''$ East 287.92 foot line as shown on the aforementioned plat, being also on the outline of Parcel B, running thence with and binding on said outline the following three (3) courses and distances

- 1) North $02^{\circ} 04' 00''$ East 287.92 feet
- 2) 32.52 feet along the arc of a curve deflecting right, having a radius of 34.92 feet and a chord bearing and distance of North $28^{\circ} 44' 55''$ East 31.36 feet, and
- 3) North $55^{\circ} 25' 50''$ East 23.00 feet thence leaving said outline and running through said Parcel "B" for the following four (4) courses and distances
 - 4) South $34^{\circ} 34' 10''$ East 320.00 feet
 - 5) South $55^{\circ} 25' 50''$ West 75.00 feet
 - 6) South $15^{\circ} 06' 09''$ West 95.78 and
 - 7) South $55^{\circ} 14' 04''$ West 127.00 feet to the northeasterly right of way line of the Capital Beltway as shown on the aforementioned plat, said point being 105.02 feet along the arc of a curve deflecting to the left having a radius of 11609.16 feet from the end of the North $34^{\circ} 14' 50''$ West 472.74 foot line as shown on the aforementioned plat thence running with the aforesaid northeasterly right of way line of the Capital Beltway and along the outline of the aforesaid Parcel "B"
 - 8) 134.40 feet along the arc of a curve deflecting left, having a radius of 11609.16 feet and a chord bearing and distance of North $35^{\circ} 05' 50''$ West 134.40 feet, thence leaving said Capital Beltway and running through said Parcel "B"
 - 9) North $52^{\circ} 19' 50''$ East 53.50 feet to the place of beginning. Containing 1.4458 acres of land more or less.

Subject to easements and rights of way of record.

mbg

April 7, 1981

EXHIBIT B

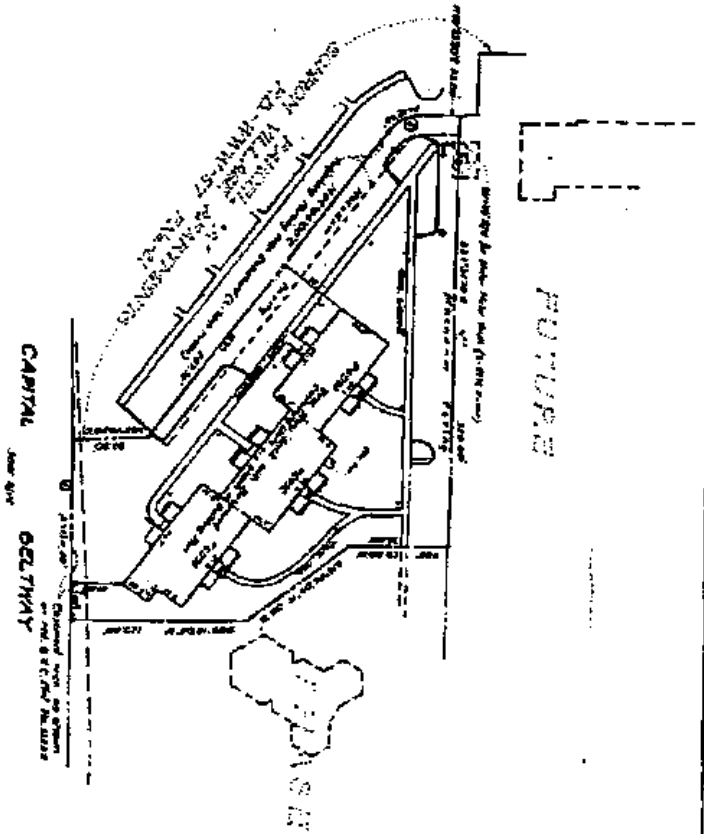
DESCRIPTION

OF

HUNTING RIDGE CONDOMINIUM

Being all of Parcels B and C as shown on a plat of subdivision entitled "Parcels B and C Goddard Space Village, Section Two", and recorded among the Land Records of Prince George's County, Maryland, in Plat Book WW78 as Plat No. 77.

Subject to easements and rights of way of record.



AREA OF PHASE ONE (LARGE) DEED
NOTE: All of the Condominium units shown
are of Unit or Owner Control.

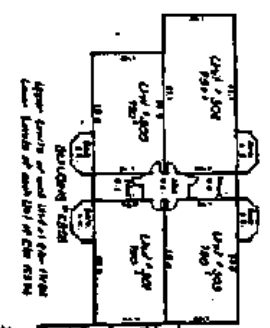
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2	11/15/88	J. S. [unclear]	REVISED
3	11/15/88	J. S. [unclear]	REVISED
4	11/15/88	J. S. [unclear]	REVISED
5	11/15/88	J. S. [unclear]	REVISED
6	11/15/88	J. S. [unclear]	REVISED
7	11/15/88	J. S. [unclear]	REVISED
8	11/15/88	J. S. [unclear]	REVISED
9	11/15/88	J. S. [unclear]	REVISED
10	11/15/88	J. S. [unclear]	REVISED

PRINTED
 M. S. 88

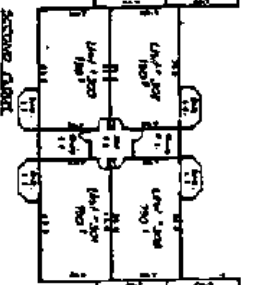
PLAN OF CONDOMINIUM SUBDIVISION
LOCATION: BLVD/RY
PHASE ONE
HUNTING RIDGE
CONDOMINIUM
 PRINCE GEORGE'S COUNTY, MARYLAND
 Date: 11/88

STEWARTSON & STANLEY, INC.
 ENGINEERS, ARCHITECTS, SURVEYORS
 10000 WOODBURN ROAD
 ANNAPOLIS, MARYLAND 21403

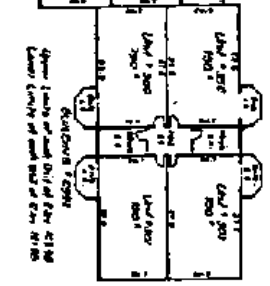
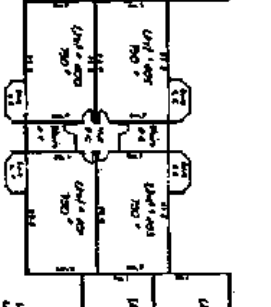
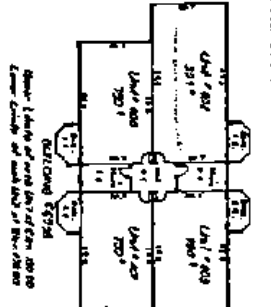
SCALE
 1" = 100'



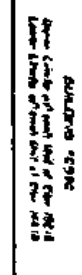
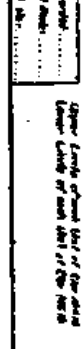
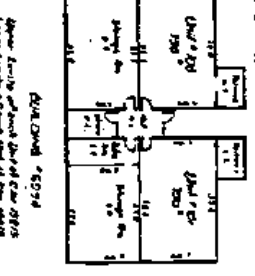
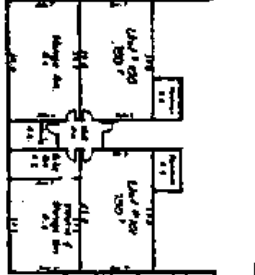
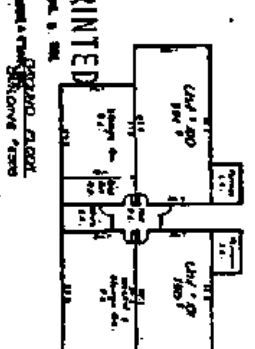
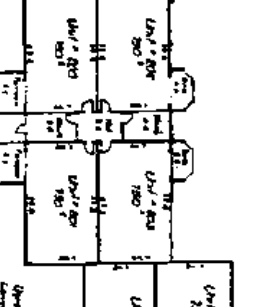
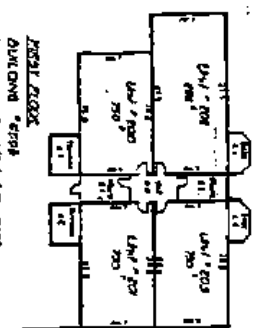
LEGEND:
 1. Unlabeled Common Elements
 2. 3. 4. 5. Unlabeled Common Elements



LEGEND:
 1. Unlabeled Common Elements
 2. 3. 4. 5. Unlabeled Common Elements



LEGEND:
 1. Unlabeled Common Elements
 2. 3. 4. 5. Unlabeled Common Elements



NOTES:
 1. Lower Levels: Lower portion of the unit's exterior wall.
 2. Upper Levels: Upper portion of the unit's exterior wall.
 3. The dimensions of wall and other common elements
 4. The dimensions from the completed surface of the unit
 5. to the uncompleted surface of the common area.

PLAT OF CONDOMINIUM SUBDIVISION
PHASE ONE
HUNTING RIDGE CONDOMINIUM

APRIL 1, 1983
 ENGINEERS & ARCHITECTS
 2100 KENNETH AVENUE
 ANNAPOLIS, MARYLAND 21403
 UNIT 201



5744 146

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6998-100	.003042	.002336
6998-101	.002295	.001762
6998-200	.002295	.001762
6998-201	.002295	.001762
6998-202	.003042	.001762
6998-203	.002295	.002336
6998-300	.002295	.001762
6998-301	.002295	.001762
6998-302	.003042	.001762
6998-303	.002295	.002336
6998-400	.002295	.001762
6998-401	.002295	.001762
6998-402	.003042	.001762
6998-403	.002295	.002336
6996-100	.002295	.001762
6996-101	.002295	.001762
6996-200	.002295	.001762
6996-201	.002295	.001762
6996-202	.002295	.001762
6996-203	.002295	.001762
6996-300	.002295	.001762
6996-301	.002295	.001762
6996-302	.002295	.001762
6996-303	.002295	.001762
6996-400	.002295	.001762
6996-401	.002295	.001762
6996-402	.002295	.001762
6996-403	.002295	.001762
6994-100	.002295	.001762
6994-101	.002295	.001762
6994-200	.002295	.001762
6994-201	.002295	.001762
6994-202	.002295	.001762
6994-203	.002295	.001762
6994-300	.002295	.001762
6994-301	.002295	.001762
6994-302	.002295	.001762
6994-303	.002295	.001762
6994-400	.002295	.001762
6994-401	.002295	.001762
6994-402	.002295	.001762
6994-403	.002295	.001762

* The Unit Number is preceded by an address on HANOVER PARKWAY, GREENBELT, MARYLAND.

5744 147

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6992-100	.003935	.003022
6992-101	.002757	.002117
6992-200	.003935	.003022
6992-201	.003253	.002498
6992-300	.003935	.003022
6992-301	.003253	.002498
6990-100	.003253	.002498
6990-101	.002757	.002117
6990-200	.003253	.002498
6990-201	.003253	.002498
6990-300	.003253	.002498
6990-301	.003253	.002498
6988-100	.003253	.002498
6988-101	.002757	.002117
6988-200	.003253	.002498
6988-201	.003253	.002498
6988-300	.003253	.002498
6988-301	.003253	.002498
6986-100	.003253	.002498
6986-101	.002757	.002117
6986-200	.003253	.002498
6986-201	.003253	.002498
6986-300	.003253	.002498
6986-301	.003253	.002498
6984-100	.002757	.002117
6984-101	.003935	.003022
6984-200	.003253	.002498
6984-201	.003935	.003022
6984-300	.003253	.002498
6984-301	.003935	.003022

* The Unit Number is preceded by an address on HANOVER PARKWAY, GREENBELT, MARYLAND.



5744 148

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6912-100	.002295	.001762
6912-101	.003042	.002336
6912-200	.002295	.001762
6912-201	.003042	.002336
6912-202	.002295	.001762
6912-203	.003042	.002336
6912-300	.002295	.001762
6912-301	.003042	.002336
6912-302	.002295	.001762
6912-303	.003042	.002336
6912-400	.002295	.001762
6912-401	.003042	.002336
6912-402	.002295	.001762
6912-403	.003042	.002336

* The Unit Number is preceded by an address on HAMOVER PARKWAY, GREENBELT, MARYLAND.

5744 149

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
8976-100	.003935	.003022
8976-101	.002757	.002117
8976-200	.003935	.003022
8976-301	.003253	.002498
8976-300	.003935	.003022
8976-301	.003253	.002498
8974-100	.003253	.002498
8974-101	.002757	.002117
8974-200	.003253	.002498
8974-301	.003253	.002498
8974-300	.003253	.002498
8972-100	.003253	.002498
8972-101	.002757	.002117
8972-200	.003253	.002498
8972-301	.003253	.002498
8972-300	.003253	.002498
8972-301	.003253	.002498
8970-100	.003253	.002498
8970-101	.002757	.002117
8970-200	.003253	.002498
8970-201	.003253	.002498
8970-300	.003253	.002498
8968-301	.003253	.002498
8968-100	.002757	.002117
8968-101	.003935	.003022
8968-200	.003253	.002498
8968-201	.003935	.003022
8968-300	.003253	.002498
8968-301	.003935	.003022

* The Unit Number is preceded by an address on HANOVER PARKWAY, GREENBELT, MARYLAND.



5744 150

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6982-100	.002295	.001762
6982-101	.002295	.001762
6982-200	.002295	.001762
6982-201	.002295	.001762
6982-202	.002295	.001762
6982-203	.002295	.001762
6982-300	.002295	.001762
6982-301	.002295	.001762
6982-302	.002295	.001762
6982-303	.002295	.001762
6982-400	.002295	.001762
6982-401	.002295	.001762
6982-402	.002295	.001762
6982-403	.002295	.001762
6980-100	.002295	.001762
6980-101	.002295	.001762
6980-200	.002295	.001762
6980-201	.002295	.001762
6980-202	.002295	.001762
6980-203	.002295	.001762
6980-300	.002295	.001762
6980-301	.002295	.001762
6980-302	.002295	.001762
6980-303	.002295	.001762
6980-400	.002295	.001762
6980-401	.002295	.001762
6980-402	.002295	.001762
6980-403	.002295	.001762
6978-100	.002295	.001762
6978-101	.002295	.001762
6978-200	.002295	.001762
6978-201	.002295	.001762
6978-202	.002295	.001762
6978-203	.002295	.001762
6978-300	.002295	.001762
6978-301	.002295	.001762
6978-302	.002295	.001762
6978-303	.002295	.001762
6978-400	.002295	.001762
6978-401	.002295	.001762
6978-402	.002295	.001762
6978-403	.002295	.001762

* The Unit Number is preceded by an address on HANOVER PARKWAY, GREENBELT, MARYLAND.



5744 151

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6946-100	.003835	.003022
6946-101	.002757	.002117
6946-200	.003835	.003022
6946-201	.003253	.002498
6946-300	.003835	.003022
6946-301	.003253	.002498
6944-100	.003253	.002498
6944-101	.002757	.002117
6944-200	.003253	.002498
6944-201	.003253	.002498
6944-300	.003253	.002498
6944-301	.00. 33	.002498
6943-100	.003253	.002498
6943-101	.002757	.002117
6943-200	.003253	.002498
6943-201	.003253	.002498
6943-300	.003253	.002498
6943-301	.003253	.002498
6940-100	.003253	.002498
6940-101	.002757	.002117
6940-200	.003253	.002498
6940-201	.003253	.002498
6940-300	.003253	.002498
6940-301	.003253	.002498
6938-100	.002757	.002117
6938-101	.003835	.003022
6938-200	.003253	.002498
6938-201	.003835	.003022
6938-300	.003253	.002498
6938-301	.003835	.003022

* The Unit Number is preceded by an address on HANOVER PARKWAY, CRIDDELLT, MARYLAND.



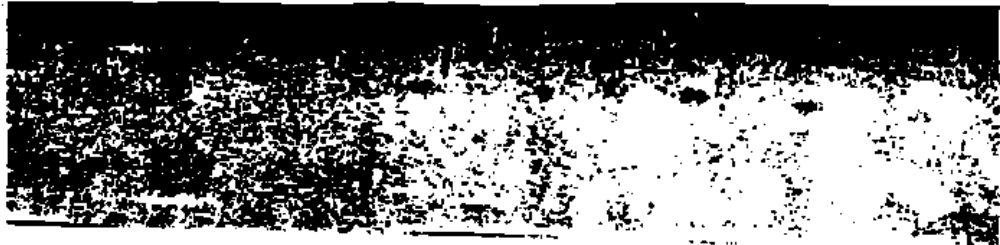
5744 152

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6936-100	.002295	.001762
6936-101	.002295	.001762
6936-200	.002295	.001762
6936-201	.002295	.001762
6936-202	.002295	.001762
6936-203	.002295	.001762
6936-300	.002295	.001762
6936-301	.002295	.001762
6936-302	.002295	.001762
6936-303	.002295	.001762
6936-400	.002295	.001762
6936-401	.002295	.001762
6936-402	.002295	.001762
6936-403	.002295	.001762
6934-100	.002295	.001762
6934-101	.002295	.001762
6934-200	.002295	.001762
6934-201	.002295	.001762
6934-202	.002295	.001762
6934-203	.002295	.001762
6934-300	.002295	.001762
6934-301	.002295	.001762
6934-302	.002295	.001762
6934-303	.002295	.001762
6934-400	.002295	.001762
6934-401	.002295	.001762
6934-402	.002295	.001762
6934-403	.002295	.001762
6932-100	.002295	.001762
6932-101	.002295	.001762
6932-200	.002295	.001762
6932-201	.002295	.001762
6932-202	.002295	.001762
6932-203	.002295	.001762
6932-300	.002295	.001762
6932-301	.002295	.001762
6932-302	.002295	.001762
6932-303	.002295	.001762
6932-400	.002295	.001762
6932-401	.002295	.001762
6932-402	.002295	.001762
6932-403	.002295	.001762

* The Unit Number is preceded by an address on HAMOVER PARKWAY, GREENBELT, MARYLAND.



5744 153

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6924-100	.003935	.003022
6924-101	.002757	.002177
6924-200	.003935	.003022
6924-300	.003253	.002498
6924-301	.003935	.003022
6922-100	.003253	.002498
6922-101	.002757	.002177
6922-200	.003253	.002498
6922-301	.003253	.002498
6922-300	.003253	.002498
6920-100	.003253	.002498
6920-101	.002757	.002177
6920-200	.003253	.002498
6920-301	.003253	.002498
6920-300	.003253	.002498
6920-301	.003253	.002498
6918-100	.003253	.002498
6918-101	.002757	.002177
6918-200	.003253	.002498
6918-301	.003253	.002498
6918-300	.003253	.002498
6916-301	.003253	.002498
6916-100	.002757	.002177
6916-101	.003935	.003022
6916-200	.003253	.002498
6916-201	.003935	.003022
6916-300	.003253	.002498
6916-301	.003935	.003022

* The Unit Number is preceded by an address on HANOVER PARKWAY, GREENBELT, MARYLAND.



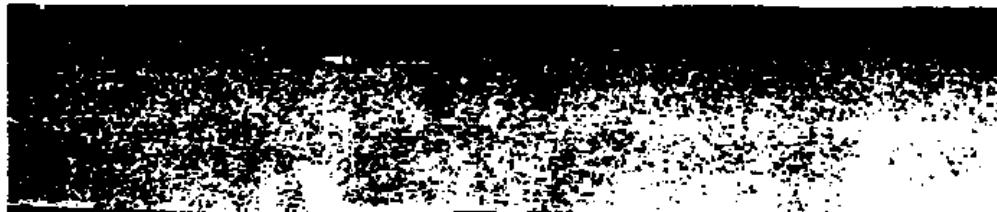
5744 154

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6956-100	.003935	.003022
6956-101	.002757	.002177
6956-200	.003935	.003022
6956-201	.003253	.002498
6956-300	.003935	.003022
6956-301	.003253	.002498
6954-100	.003253	.002498
6954-101	.002757	.002117
6954-200	.003253	.002498
6954-201	.003253	.002498
6954-300	.003253	.002498
6954-301	.003253	.002498
6952-100	.003253	.002498
6952-101	.002757	.002117
6952-200	.003253	.002498
6952-201	.003253	.002498
6952-300	.003253	.002498
6952-301	.003253	.002498
6950-100	.003253	.002498
6950-101	.002757	.002117
6950-200	.003253	.002498
6950-201	.003253	.002498
6950-300	.003253	.002498
6950-301	.003253	.002498
6948-100	.002757	.002117
6948-101	.003935	.003022
6948-200	.003253	.002498
6948-201	.003935	.003022
6948-300	.003253	.002498
6948-301	.003935	.003022

* The Unit Number is preceded by an address on HANOVER PARKWAY, GREENBELT, MARYLAND.



5744 155

EXHIBIT C

The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6930-100	.002295	.001762
6930-101	.002295	.001762
6930-200	.002295	.001762
6930-201	.002295	.001762
6930-202	.002295	.001762
6930-203	.002295	.001762
6930-300	.002295	.001762
6930-301	.002295	.001762
6930-302	.002295	.001762
6930-303	.002295	.001762
6930-400	.002295	.001762
6930-401	.002295	.001762
6930-402	.002295	.001762
6930-403	.002295	.001762
6928-100	.002295	.001762
6928-101	.002295	.001762
6928-200	.002295	.001762
6928-201	.002295	.001762
6928-202	.002295	.001762
6928-203	.002295	.001762
6928-300	.002295	.001762
6928-301	.002295	.001762
6928-302	.002295	.001762
6928-303	.002295	.001762
6928-400	.002295	.001762
6928-401	.002295	.001762
6928-402	.002295	.001762
6928-403	.002295	.001762
6926-100	.002295	.001762
6926-101	.002295	.001762
6926-200	.002295	.001762
6926-201	.002295	.001762
6926-202	.002295	.001762
6926-203	.002295	.001762
6926-300	.002295	.001762
6926-301	.002295	.001762
6926-302	.002295	.001762
6926-303	.002295	.001762
6926-400	.002295	.001762
6926-401	.002295	.001762
6926-402	.002295	.001762
6926-403	.002295	.001762

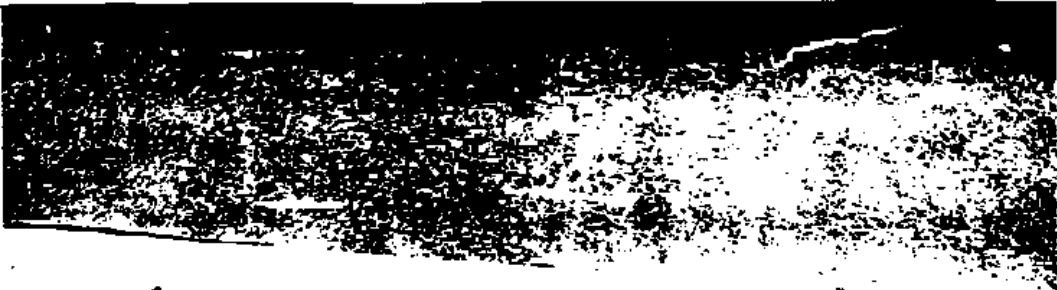


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The following represents for each Unit located on the land described in Exhibit A (the "Land"); the Unit Number; the maximum percentage interest in the common elements and the minimum percentage interest in the common elements.

<u>Unit Number*</u>	<u>Maximum % Interest</u>	<u>Minimum % Interest</u>
6966-100	.003935	
6966-101	.002757	.003022
6966-200	.003253	.002117
6966-201	.003253	.002498
6966-300	.003935	.002498
6966-301	.003253	.003022
6964-100	.003253	.002498
6964-101	.002757	.0.2498
6964-200	.003253	.002117
6964-201	.003253	.002498
6964-300	.003253	.002498
6964-301	.003253	.002498
6962-100	.003253	.002498
6962-101	.003253	.002498
6962-200	.002757	.002498
6962-201	.003253	.002117
6962-300	.003253	.002498
6962-301	.003253	.002498
6960-100	.003253	.002498
6960-101	.003253	.002498
6960-200	.002757	.002498
6960-201	.003253	.002117
6960-300	.003253	.002498
6960-301	.003253	.002498
6958-100	.003253	.002498
6958-101	.002757	.002498
6958-200	.003935	.002117
6958-201	.003253	.003022
6958-300	.003935	.002498
6958-301	.003253	.002117
	.003935	.002498
		.002117

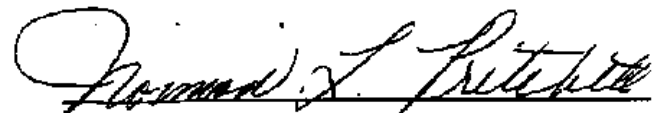
* The Unit Number is preceded by an address on HANOVER PARKWAY, GREENBELT, MARYLAND.

State of Maryland

Prince George's County, To Wit:

I Hereby Certify, That the foregoing is a true copy of
Amendment taken from Liber 5744 at Folio 121
one of the Land Records of the State and County aforesaid.

In Testimony Whereof, I Hereto
set my hand and affix the Seal
of the Circuit Court for the
State and County aforesaid, thi
28th day of May
19 85.


Clerk Ct. Ct. Pr. Geo. Co., Md.

32

**Current Unaudited Financial Documents
Hunting Ridge Condominium Association**

HUNTING RIDGE CONDOMINIUM
 SUBSIDIARY SAVINGS & INVESTMENT LEDGER
 MAY 31, 2024

Ledger No:	0103 10			
Purchase Date:	2/24/2009	Snow Conting.	\$	20,000.00
Maturity Date:	N/A	Operating	\$	10,165.54
Number:	276816752	Replacement	\$	25,675.12
Bank:	CABANC			
Type:	MONEY MARKET	Total	\$	59,740.66
Interest Rate:	0.30			
<hr/>				
Ledger No.:	103.14			
Purchase Date:	02/24/09	Operating	\$	0.00
Bank:		Replacement	\$	0.00
Type:	FEDERATED TREASURY OBLIG FUND	Total	\$	0.00
Interest Rate:				
<hr/>				
Ledger No.:	10321			
Purchase Date:	3/1/2021			
Maturity Date:	N/A	Operating	\$	8,509.24
Number:	275817317 00	Replacement	\$	0.00
Bank:	GIT			
Type:	CHOICE CD SWEEP	Total	\$	8,509.24
Interest Rate:	0.05			
<hr/>				
Ledger No.:	10810			
Purchase Date:	5/1/2015			
Maturity Date:	N/A	Operating	\$	40,191.36
Number:		Replacement	\$	89,875.81
Bank:	ICS			
Type:	MONEY MARKET	Total	\$	130,067.17
Interest Rate:	0.45			
<hr/>				
Ledger No:	10707			
Purchase Date:	1/31/2020			
Maturity Date:	1/31/2024			
Number:	56013KEW2	Replacement	\$	0.00
Bank:	MERRICK BANK	Total	\$	0.00
Type:	CD FDIC # 34519			
Interest Rate:	Matured			
<hr/>				
Ledger No:	10305			
Purchase Date:	2/22/2023			
Maturity Date:	2/1/2024			
Number:	1026754514	Replacement	\$	0.00
Bank:	WEST BANK - CDARS	Total	\$	0.00
Type:	CD			
Interest Rate:	Matured			
<hr/>				
Ledger No:	10305			
Purchase Date:	4/27/2023	Operating	\$	0.00
Maturity Date:	4/25/2024	Replacement	\$	0.00
Number:	1027102642	Total	\$	0.00
Bank:	BCB COMMUNITY BANK - CDARS			
Type:	CD			
Interest Rate:	Matured			
<hr/>				
Ledger No:	10305			
Purchase Date:	4/27/2023	Operating	\$	0.00
Maturity Date:	4/25/2024	Replacement	\$	0.00
Number:	1027103622	Total	\$	0.00
Bank:	BCB COMMUNITY BANK - CDARS			
Type:	CD			
Interest Rate:	Matured			
<hr/>				
Ledger No:	10305			
Purchase Date:	4/27/2023	Operating	\$	0.00
Maturity Date:	4/25/2024	Replacement	\$	0.00
Number:	1027101557	Total	\$	0.00
Bank:	BCB COMMUNITY BANK - CDARS			
Type:	CD			
Interest Rate:	Matured			

**HUNTING RIDGE CONDOMINIUM
SUBSIDIARY SAVINGS & INVESTMENT LEDGER
MAY 31, 2024**

Ledger No:	10305			
Purchase Date:	5/19/2023			
Maturity Date:	5/19/2024	Operating	\$	0.00
Number:	1027202302	Replacement	\$	0.00
Bank:	VOLUNTEER STATE BANK- CDARS	Total	\$	0.00
Type:	CD			
Interest Rate:	Matured			
<hr/>				
Ledger No:	10305			
Purchase Date:	7/27/2023			
Maturity Date:	7/25/2024	Operating	\$	1,054.25
Number:	1027534682	Replacement	\$	75,000.00
Bank:	ARVEST BANK - CDARS	Total	\$	76,054.25
Type:	CD			
Interest Rate:	4.75			
<hr/>				
Ledger No:	10738			
Purchase Date:	1/22/2020			
Maturity Date:	1/22/2025			
Number:	8562855M4	Replacement	\$	75,000.00
Bank:	STATE BANK OF INDIA	Total	\$	75,000.00
Type:	CD FDIC # 33682			
Interest Rate:	1.95			
<hr/>				
Ledger No:	10305			
Purchase Date:	2/12/2024			
Maturity Date:	1/30/2025	Operating	\$	2,935.41
Number:	1028457959	Replacement	\$	75,000.00
Bank:	BANK OF AMERICA - CDARS	Total	\$	77,935.41
Type:	CD			
Interest Rate:	4.75			
<hr/>				
Ledger No:	10305			
Purchase Date:	2/18/2023			
Maturity Date:	2/13/2025	Operating	\$	2,458.21
Number:	1026804309	Replacement	\$	75,000.00
Bank:	MNB BANK - CDARS	Total	\$	77,458.21
Type:	CD			
Interest Rate:	3.60			
<hr/>				
Ledger No:	10305			
Purchase Date:	2/15/2024			
Maturity Date:	2/13/2025	Operating	\$	
Number:	1028553222	Replacement	\$	75,000.00
Bank:	FIVE STAR BANK - CDARS	Total	\$	75,000.00
Type:	CD			
Interest Rate:	4.75			
<hr/>				
Ledger No:	10305			
Purchase Date:	4/25/2024			
Maturity Date:	4/24/2025	Operating	\$	3,189.07
Number:	1028905684	Replacement	\$	75,000.00
Bank:	INDEPENDENT BANK - CDARS	Total	\$	78,189.07
Type:	CD			
Interest Rate:	4.75			
<hr/>				
Ledger No:	10305			
Purchase Date:	5/18/2024			
Maturity Date:	5/15/2025	Operating	\$	4,087.71
Number:	1029016301	Replacement	\$	75,000.00
Bank:	PINNACLE BANK - CDARS	Total	\$	79,087.71
Type:	CD			
Interest Rate:	4.75			

Snow Conting.	20,000.00
Total Operating	72,557.80
Total Replacement	844,450.93
TOTAL SAVINGS	\$ 737,018.73

2024	1
2025	6
Total	7
Avg. Interest Rate	3.01

Hunting Ridge Condominium Association, Inc.
Balance Sheet
5/31/2024

Assets

Assets

10100 - CA BANK CHECKING	\$167,404.22
10305 - CDARS CDS	\$463,701.66
10310 - CAB MONEY MARKET	\$59,740.66
10321 - CHOICE CD SWEEP	\$8,509.24
10739 - STATE BANK OF INDIA	\$75,000.00
10810 - CA BANC INVESTMENT	\$130,067.17
12600 - PETTY CASH	\$150.00
13000 - ACCOUNTS RECEIVABLE	\$324,066.70
13100 - ALLOW FOR DOUBTFUL	(\$269,083.52)
14000 - PREPAID EXPENSES	\$9,043.63
14100 - PREPAID INSURANCE	\$110,674.38
14500 - DEFERRED TAX ASSET	\$2,293.00
15100 - REFUND-INCOME TAX	\$9,516.00
15200 - ACCRUED INTEREST	\$788.26
16300 - FURNITURE & EQUIP	\$18,626.39
16800 - TRUCK	\$62,092.79
19100 - ACCUM DEPRECIATION	(\$80,719.18)

Assets Total

\$1,091,851.40

Assets Total

\$1,091,851.40

Liabilities and Equity

Liability

20200 - FICA/MEDI TAXES	\$1,414.40
20301 - SOUTH CAROLINA TAXES W/H	\$99.38
20400 - D.C. TAXES W/H	\$318.13
20500 - P/R GARNISHMENT	\$842.05
20700 - IRA CONTRIB. PAYABLE	\$170.18
20800 - HSA CONTRIB. PAYABLE	\$1,773.81
21000 - PREPAID ASSESSMENTS	\$140,458.67
23300 - INCOME TAXES PAYABLE	\$1,193.00
23400 - ACCOUNTS PAYABLE	\$39,028.28
24100 - DUE TO RESERVE FUND	\$170,356.00
24200 - DEFERRED CABLE INC	\$8,144.00
24300 - A/P - INSURANCE CLAIMS	\$15,736.76
25100 - SECURITY DEP-KEYS	(\$152.00)
25300 - SECURITY DEP-TENNIS	(\$15.00)
25500 - SECURITY DEP-STORAGE	\$4,445.00
25900 - ACCRUED EXPENSES	\$55,055.76

Liability Total

\$438,968.42

Equity

32500 - SNOW CONTINGENCY	\$20,000.00
38801 - ASPHALT RESERVE	\$61,532.33
38802 - CONCRETE RESERVE	\$59,818.98
38803 - ROOF RESERVE	\$679,953.30
38804 - EXT.BLDG. FACADE(R)	(\$328,477.33)
38805 - PLUMBING RESERVE	(\$89,489.41)
38806 - ELECTRICAL RESERVE	\$64,869.14
38807 - DOORS/WIN/RAILING(R)	\$155,501.77
38808 - CARPET/FLOORING(R)	\$4,532.00

Hunting Ridge Condominium Association, Inc.

Balance Sheet

5/31/2024

38809 - CENTR PLANT EQUIP(R)	\$37,508.11	
38811 - SWIMMING POOL RESERV	(\$95,769.92)	
38812 - TENNIS COURT RESERVE	\$10,580.50	
38813 - MISC REC FACIL (R)	\$440.55	
38814 - FENCE/SIGN/LANDSC(R)	(\$8,966.32)	
38815 - RETAINING WALL RESER	\$15,479.69	
38816 - MISC. RESERVE	(\$16,123.95)	
38820 - COMMUNITY BLDG (R)	\$15,306.05	
38821 - LANDSCAPING RESERVE	\$0.33	
38822 - ASSOCIATION UNIT (R)	\$83.00	
38826 - TRUCK RESERVE	\$45,359.56	
<u>Equity Total</u>	<u>\$852,138.38</u>	
<u>Members' Equity</u>		
39000 - MEMBERS' EQUITY	(\$96,713.95)	
<u>Members' Equity Total</u>	<u>(\$96,713.95)</u>	
<u>Retained Earnings</u>	\$251,030.10	
<u>Net Income</u>	(\$153,571.55)	
<i>Liabilities & Equity Total</i>		\$1,091,851.40

Hunting Ridge Condominium Association, Inc.
Budget Comparison Report
5/1/2024 - 5/31/2024

	5/1/2024 - 5/31/2024			1/1/2024 - 5/31/2024			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
<u>Income</u>							
40100 - ASSESSMENTS	\$201,031.00	\$201,031.00	\$0.00	\$1,005,155.00	\$1,005,155.00	\$0.00	\$2,412,372.00
40303 - LATE FEES (ACCR)	\$630.00	\$683.00	(\$53.00)	\$2,910.00	\$3,415.00	(\$505.00)	\$8,200.00
40400 - RECREATION INCOME	\$0.00	\$375.00	(\$375.00)	\$1,600.00	\$1,875.00	(\$275.00)	\$4,500.00
40800 - IN-HOUSE SERVICE INC	\$305.00	\$417.00	(\$112.00)	\$3,070.00	\$2,085.00	\$985.00	\$5,000.00
41010 - INTEREST INCOME	\$3,051.43	\$2,187.00	\$864.43	\$3,949.44	\$10,935.00	(\$6,985.56)	\$26,250.00
41500 - OTHER INCOME	\$400.00	\$200.00	\$200.00	\$1,200.00	\$1,000.00	\$200.00	\$2,400.00
41800 - ACCT ADMIN INCOME	\$35.00	\$300.00	(\$265.00)	\$1,135.00	\$1,500.00	(\$365.00)	\$3,600.00
41900 - NEWS REVIEW REIMB	\$40.00	\$50.00	(\$10.00)	\$230.00	\$250.00	(\$20.00)	\$600.00
42203 - LEGAL INC (ACCR)	\$2,120.12	\$2,000.00	\$120.12	\$10,192.67	\$10,000.00	\$192.67	\$24,000.00
42500 - STORAGE BIN INCOME	\$125.00	\$0.00	\$125.00	\$2,025.00	\$3,000.00	(\$975.00)	\$3,000.00
42800 - BAD DEBT RECOVERY	\$0.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	\$0.00
43903 - BILLABLE H/O INC (A)	\$0.00	\$0.00	\$0.00	\$13,158.14	\$0.00	\$13,158.14	\$0.00
Total Income	\$207,737.55	\$207,243.00	\$494.55	\$1,045,225.25	\$1,039,215.00	\$6,010.25	\$2,489,922.00
Total Income	\$207,737.55	\$207,243.00	\$494.55	\$1,045,225.25	\$1,039,215.00	\$6,010.25	\$2,489,922.00
Expense							
<u>Expense</u>							
50200 - ADMINISTRATIVE STAFF	\$5,551.88	\$3,983.00	(\$1,568.88)	\$19,424.84	\$19,915.00	\$490.16	\$47,801.00
50400 - BUILDING ATTENDANTS	\$2,220.00	\$1,625.00	(\$595.00)	\$7,513.07	\$8,125.00	\$611.93	\$19,500.00
50700 - MAINTENANCE MECHANIC	\$18,566.75	\$9,793.00	(\$8,773.75)	\$51,000.91	\$48,965.00	(\$2,035.91)	\$117,520.00
50800 - ENGINEER	\$5,655.84	\$3,966.00	(\$1,689.84)	\$19,533.86	\$19,830.00	\$296.14	\$47,590.00
51200 - MISC PERSONNEL	\$0.00	\$333.00	\$333.00	\$0.00	\$1,665.00	\$1,665.00	\$4,000.00
51300 - HSA EXPENSE	\$250.00	\$417.00	\$167.00	\$625.00	\$2,085.00	\$1,460.00	\$5,000.00
51400 - HEALTH/DENTAL/LIFE	\$2,946.91	\$2,294.00	(\$652.91)	\$9,982.71	\$11,470.00	\$1,487.29	\$27,523.00
51500 - PAYROLL EXPENSES	\$2,500.59	\$1,726.00	(\$774.59)	\$8,425.77	\$8,630.00	\$204.23	\$20,710.00
51700 - UNIFORMS	\$457.15	\$0.00	(\$457.15)	\$493.47	\$300.00	(\$193.47)	\$600.00
51900 - EMPLOYEE CELL PHONE	\$50.00	\$50.00	\$0.00	\$250.00	\$250.00	\$0.00	\$600.00
52000 - IRA CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$1,427.75	\$600.00	(\$827.75)	\$1,200.00
53001 - PLUMBING SUPPLIES	\$0.00	\$150.00	\$150.00	\$630.93	\$750.00	\$119.07	\$1,800.00
53002 - CENTRAL PLANT SUPPLY	\$55.34	\$200.00	\$144.66	\$4,658.50	\$1,000.00	(\$3,658.50)	\$2,400.00
53003 - FIRE EQUIP SUPPLIES	\$0.00	\$40.00	\$40.00	\$0.00	\$200.00	\$200.00	\$480.00
53004 - MISC MATERIALS	\$1,171.80	\$500.00	(\$671.80)	\$1,570.06	\$2,500.00	\$929.94	\$6,000.00
53006 - JANITORIAL SUPPLIES	\$297.75	\$625.00	\$327.25	\$2,064.28	\$3,125.00	\$1,060.72	\$7,500.00
53007 - ELECTRICAL SUPPLIES	\$269.83	\$42.00	(\$227.83)	\$632.31	\$210.00	(\$422.31)	\$500.00
53008 - EQUIP/TOOL RENTAL	\$0.00	\$25.00	\$25.00	\$0.00	\$125.00	\$125.00	\$300.00
53009 - MAINTEN/HAND TOOLS	\$0.00	\$200.00	\$200.00	\$390.87	\$1,000.00	\$609.13	\$2,400.00
53010 - GROUNDS SUPPLIES	\$0.00	\$0.00	\$0.00	\$36.80	\$0.00	(\$36.80)	\$0.00
53011 - POOL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
53013 - SIGNS	\$0.00	\$63.00	\$63.00	\$196.93	\$315.00	\$118.07	\$750.00
53015 - POOL FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
53016 - RECREATION EQUIPMENT	\$0.00	\$63.00	\$63.00	\$723.85	\$315.00	(\$408.85)	\$750.00
53017 - SNOW REMOVAL SUPPLY	\$0.00	\$0.00	\$0.00	\$56.98	\$750.00	\$693.02	\$750.00
53018 - IN-HOUSE SRVC SUPPLY	\$93.76	\$500.00	\$406.24	\$678.96	\$2,500.00	\$1,821.04	\$6,000.00
53020 - GAS/OIL/VEHICLE PRTS	\$437.20	\$417.00	(\$20.20)	\$1,939.02	\$2,085.00	\$145.98	\$5,000.00
60100 - DRYWALL REPAIR	\$5,990.00	\$1,250.00	(\$4,740.00)	\$38,610.00	\$6,250.00	(\$32,360.00)	\$15,000.00
60200 - FLOOR/CARPET EXPENSE	\$216.24	\$0.00	(\$216.24)	\$1,749.44	\$0.00	(\$1,749.44)	\$0.00

Hunting Ridge Condominium Association, Inc.
Budget Comparison Report
5/1/2024 - 5/31/2024

	5/1/2024 - 5/31/2024			1/1/2024 - 5/31/2024			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
60300 - ROOFING REPAIR	\$1,611.00	\$625.00	(\$986.00)	\$4,520.00	\$3,125.00	(\$1,395.00)	\$7,500.00
60500 - GLASS REPAIR	\$0.00	\$100.00	\$100.00	\$0.00	\$500.00	\$500.00	\$1,200.00
60600 - FIRE EQUIPMENT SRVC	\$543.62	\$0.00	(\$543.62)	\$543.62	\$4,000.00	\$3,456.38	\$4,000.00
60900 - ELECTRICAL REPAIR	\$700.00	\$200.00	(\$500.00)	\$4,560.00	\$1,000.00	(\$3,560.00)	\$2,400.00
61000 - MISCELLANEOUS REPAIR	\$0.00	\$300.00	\$300.00	\$5,413.00	\$1,500.00	(\$3,913.00)	\$3,600.00
61200 - PLUMBING	\$5,522.84	\$3,165.00	(\$2,357.84)	\$19,191.50	\$15,825.00	(\$3,366.50)	\$37,980.00
61300 - CENTRAL PLANT SRVC	\$3,333.37	\$2,950.00	(\$383.37)	\$14,090.12	\$14,750.00	\$659.88	\$35,400.00
61400 - JANITORIAL SERVICE	\$7,977.35	\$7,977.00	(\$0.35)	\$32,662.75	\$39,885.00	\$7,222.25	\$95,728.00
61500 - EXTERMINATING	\$986.00	\$1,127.00	\$141.00	\$3,383.25	\$5,635.00	\$2,251.75	\$13,525.00
61600 - TRASH REMOVAL	\$5,145.00	\$5,101.00	(\$44.00)	\$25,725.00	\$25,505.00	(\$220.00)	\$61,212.00
61700 - LAWN MAINTENANCE	\$3,517.75	\$3,518.00	\$0.25	\$17,588.75	\$17,580.00	\$1.25	\$42,213.00
61800 - LANDSCAPING SERVICE	\$0.00	\$0.00	\$0.00	\$3,629.03	\$0.00	(\$3,629.03)	\$7,500.00
61900 - SNOW REMOVAL SERVICE	\$0.00	\$0.00	\$0.00	\$24,251.72	\$16,000.00	(\$8,251.72)	\$16,000.00
62000 - TREE REMOVAL	\$0.00	\$0.00	\$0.00	\$289.20	\$2,500.00	\$2,210.80	\$5,000.00
62100 - POOL MANAGEMENT	\$5,483.33	\$5,333.00	(\$150.33)	\$16,449.99	\$10,666.00	(\$5,783.99)	\$32,000.00
62200 - POOL REPAIR	\$4,968.35	\$1,800.00	(\$3,168.35)	\$4,968.35	\$3,600.00	(\$1,368.35)	\$3,600.00
62300 - RAILING REPAIR/WELDING	\$0.00	\$200.00	\$200.00	\$1,980.00	\$1,000.00	(\$980.00)	\$2,400.00
62600 - PATROL SERVICE	\$1,812.36	\$1,852.00	\$39.64	\$9,576.73	\$9,260.00	(\$316.73)	\$22,226.00
62700 - ALARM SERVICE	\$0.00	\$1,377.00	\$1,377.00	\$4,683.97	\$6,885.00	\$2,201.03	\$16,524.00
62800 - EQUIPMENT REPAIR	\$235.00	\$200.00	(\$35.00)	\$235.00	\$1,000.00	\$765.00	\$2,400.00
63100 - WATERING/IRRIGATION	\$1,511.25	\$0.00	(\$1,511.25)	\$1,511.25	\$0.00	(\$1,511.25)	\$2,400.00
63600 - DRAINAGE PROJECTS	\$0.00	\$0.00	\$0.00	\$12,505.26	\$0.00	(\$12,505.26)	\$0.00
63900 - BILLABLE OWNER EXP	\$657.14	\$0.00	(\$657.14)	\$3,740.28	\$0.00	(\$3,740.28)	\$0.00
70100 - BANK CHARGES	\$10.00	\$10.00	\$0.00	\$110.00	\$50.00	(\$60.00)	\$120.00
70600 - PRINT/POSTAGE/SUPPL	\$541.15	\$583.00	\$41.85	\$3,640.93	\$2,915.00	(\$725.93)	\$7,000.00
70700 - PHONE/MESSAGE SRVC	\$947.01	\$986.00	\$38.99	\$4,680.48	\$4,930.00	\$249.52	\$11,832.00
71000 - OFFICE EQUIPMENT	\$32.41	\$102.00	\$69.59	\$162.05	\$510.00	\$347.95	\$1,224.00
71200 - MISC EXPENSE	\$40.85	\$300.00	\$259.15	\$290.57	\$1,500.00	\$1,209.43	\$3,600.00
80100 - ELECTRICITY	\$24,947.91	\$29,050.00	\$4,102.09	\$115,845.70	\$120,405.00	\$4,559.30	\$321,438.00
80200 - NATURAL GAS	\$16,321.51	\$2,745.00	(\$13,576.51)	\$116,836.39	\$78,739.00	(\$38,097.39)	\$143,955.00
80300 - WATER & SEWER	(\$17,489.11)	\$23,280.00	\$40,769.11	\$122,098.12	\$113,308.00	(\$8,790.12)	\$274,562.00
90200 - LEGAL	\$2,240.00	\$1,667.00	(\$573.00)	\$13,145.37	\$8,335.00	(\$4,810.37)	\$20,000.00
90300 - AUDIT/TAX RETURNS	\$0.00	\$0.00	\$0.00	\$5,575.60	\$5,500.00	(\$75.60)	\$5,500.00
90500 - DUES/EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00	\$775.00	\$775.00	\$775.00
90700 - MANAGEMENT FEE	\$8,285.00	\$8,234.00	(\$51.00)	\$41,425.00	\$41,170.00	(\$255.00)	\$98,808.00
90800 - INCOME TAXES	\$0.00	\$0.00	\$0.00	\$4,693.00	\$1,031.00	(\$3,662.00)	\$4,125.00
90801 - TAXES/LICENSE/REGIST	\$0.00	\$131.00	\$131.00	\$693.00	\$655.00	(\$38.00)	\$1,570.00
91000 - INSURANCE	\$26,252.63	\$23,210.00	(\$3,042.63)	\$131,777.83	\$116,050.00	(\$15,727.83)	\$278,525.00
91600 - PROFESSIONAL SERVICE	\$262.50	\$100.00	(\$162.50)	\$2,057.50	\$500.00	(\$1,557.50)	\$1,200.00
91800 - ACCT ADMIN EXPENSE	\$395.00	\$400.00	\$5.00	\$2,070.00	\$2,000.00	(\$70.00)	\$4,800.00
94000 - INSURANCE CLAIM EXP	\$6,120.00	\$1,667.00	(\$4,453.00)	\$30,385.18	\$8,335.00	(\$22,050.18)	\$20,000.00
94500 - BAD DEBT EXPENSE	\$1,250.00	\$1,250.00	\$0.00	\$6,250.00	\$6,250.00	\$0.00	\$15,000.00
95000 - OPERATING RESERVE	\$0.00	\$444.00	\$444.00	\$0.00	\$2,220.00	\$2,220.00	\$5,333.00
98300 - ROOF RESERVE	\$8,333.00	\$8,333.00	\$0.00	\$41,665.00	\$41,665.00	\$0.00	\$100,000.00
98400 - EXT. BLDG. FACADE(R)	\$16,667.00	\$16,667.00	\$0.00	\$83,335.00	\$83,335.00	\$0.00	\$200,000.00
98500 - PLUMBING RESERVE	\$6,250.00	\$6,250.00	\$0.00	\$31,250.00	\$31,250.00	\$0.00	\$75,000.00
98900 - CENTR PLANT EQUIP(R)	\$8,333.00	\$8,333.00	\$0.00	\$41,665.00	\$41,665.00	\$0.00	\$100,000.00
99110 - SWIMMING POOL RESERV	\$923.00	\$923.00	\$0.00	\$4,615.00	\$4,615.00	\$0.00	\$11,073.00
99260 - TRUCK RESERVE	\$2,083.00	\$2,083.00	\$0.00	\$10,415.00	\$10,415.00	\$0.00	\$25,000.00
Total Expense	\$203,481.26	\$200,835.00	(\$2,646.26)	\$1,198,796.80	\$1,054,309.00	(\$144,487.80)	\$2,489,922.00
Total Expense	\$203,481.26	\$200,835.00	(\$2,646.26)	\$1,198,796.80	\$1,054,309.00	(\$144,487.80)	\$2,489,922.00
Operating Net Income	\$4,256.29	\$6,408.00	(\$2,151.71)	(\$153,571.55)	(\$15,094.00)	(\$138,477.55)	\$0.00

Hunting Ridge Condominium Association, Inc.
Check Register Report
5/1/2024 - 5/31/2024

Account #	Check #	Check Date Invoice	Vendor or Payee Line Item	Check Amt	Expense Account	Invoice	Paid
10100	10381	5/1/2024	PREMIER POOL MANAGEMENT, INC.	\$5,483.33			
		14088	5/2024 POOL MGMT		62100 POOL MANAGEMENT	\$5,483.33	\$5,483.33
10100	10382	5/1/2024	SMART BUILDING TECHNOLOGIES. LLC	\$353.82			
		SCHED024440	5/2024 SERVICE CONTRACT		61300 CENTRAL PLANT SRVC	\$353.82	\$353.82
10100	10383	5/1/2024	CLEAN ADVANTAGE CORP.	\$7,977.35			
		2405020	5/2024 CLEANING SVC		61400 JANITORIAL SERVICE	\$7,977.35	\$7,977.35
10100	10384	5/1/2024	CONDOMINIUM VENTURE, INC.	\$8,289.00			
		43.52024.MGMT	5/2024 RECORD STORAGE		70600 PRINT/POSTAGE/SUPPL	\$4.00	\$4.00
		43.52024.MGMT	MANAGEMENT FEE		90700 MANAGEMENT FEE	\$8,285.00	\$8,285.00
10100	10385	5/1/2024	CONDOMINIUM VENTURE, INC.	\$1,340.86			
		43.042024.ADMIN	3/2024 COPY/POSTAGE REIM		70600 PRINT/POSTAGE/SUPPL	\$79.54	\$79.54
		43.042024.ADMIN	3/5-4/1 ANS SVC REIM		70700 PHONE/MESSAGE SRVC	\$131.32	\$131.32
		43.042024.ADMIN	FHA THROUGH 2027		91600 PROFESSIONAL SERVICE	\$500.00	\$500.00
		43.042024.ADMIN	3/2024 ACCT/DEL ADMIN FEES		91800 ACCT ADMIN EXPENSE	\$630.00	\$630.00
10100	10386	5/1/2024	BRIGHTVIEW LANDSCAPES, LLC	\$3,517.75			
		8889968	5/2024 LAWN MAINT		61700 LAWN MAINTENANCE	\$3,517.75	\$3,517.75
10100	10387	5/2/2024	QUILL CORPORATION	\$40.76			
		38243362	RAID ANT/ROACH		53004 MISC MATERIALS	\$40.76	\$40.76
10100	10388	5/2/2024	PACIFIC TELEMAGEMENT SERVICE	\$46.00			
		1127573	5/2024 POOL PHONE		70700 PHONE/MESSAGE SRVC	\$46.00	\$46.00
10100	On-Line	5/3/2024	PEPCO	\$20,639.22			
			3/12-4/9 ELECTRIC		80100 ELECTRICITY	\$20,639.22	\$20,639.22
10100	10391	5/3/2024	EXTERIOR CONCEPTS, INC.	\$475.00			
		26814	6936-401 RPLCE VENT PIPE/COLLAR/FLASHING		60300 ROOFING REPAIR	\$475.00	\$475.00
10100	10392	5/3/2024	SPECIALTY RAIN GUTTER SERVICE	\$1,136.00			
		43499	RAIN GUTTER CLEANING		60300 ROOFING REPAIR	\$1,136.00	\$1,136.00
10100	10393	5/3/2024	ARC WATER TREATMENT CO	\$370.00			
		24050537	5/2024 WATER TRTMNT SVC		61300 CENTRAL PLANT SRVC	\$370.00	\$370.00
10100	10394	5/3/2024	BJ CONSTRUCTION LLC	\$980.00			
		1036	6958-301 DRYWALL REPAIRS		60100 DRYWALL REPAIR	\$980.00	\$980.00
10100	10395	5/3/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			

		24. 49.HR	4/21-4/27 PATROL SVC		62600 PATROL SERVICE	\$453.09	\$453.09
10100	10396	5/3/2024 38285439	QUILL CORPORATION TOWELS	\$133.33	53006 JANITORIAL SUPPLIES	\$133.33	\$133.33
10100	10397	5/3/2024 38281907	QUILL CORPORATION ODOR ELIMINATOR	\$84.09	53006 JANITORIAL SUPPLIES	\$84.09	\$84.09
10100	10398	5/3/2024 38288083	QUILL CORPORATION TOILET PAPER/AIR FRESHNER	\$100.10	53006 JANITORIAL SUPPLIES	\$100.10	\$100.10
10100	10389	5/6/2024 2024-43-00207	MISSY DODD REUPHOLSTERING 2 COUCHES	\$2,000.00	38820 COMMUNITY BLDG (R)	\$2,000.00	\$2,000.00
10100	10390	5/6/2024	CS&CO FBO HUNTING RIDGE 5/2024 IRA CONTRIBUTIONS	\$316.00	20700 IRA CONTRIB. PAYABLE	\$316.00	\$316.00
10100	10399	5/6/2024 8896907	BRIGHTVIEW LANDSCAPES, LLC REPAIR DAMAGED TURF	\$3,629.03	61800 LANDSCAPING SERVICE	\$3,629.03	\$3,629.03
10100	10400	5/6/2024 8896906	BRIGHTVIEW LANDSCAPES, LLC 6998 DRAINAGE SODDING	\$12,505.26	63600 DRAINAGE PROJECTS	\$12,505.26	\$12,505.26
10100	10401	5/6/2024 51137	DIAMOND ELECTRIC INSPECT/CLEAN SWITCHGEAR	\$1,100.00	61300 CENTRAL PLANT SRVC	\$1,100.00	\$1,100.00
10100	10402	5/6/2024 34826	CAMERON MERICLE, P.A. 4/2024 LEGAL SVCS	\$2,740.82	90200 LEGAL	\$2,740.82	\$2,740.82
10100	On-Line	5/7/2024	KELLY & ASSOCIATES INS. GROUP 5-6/2024 HEALTH/LIFE/DENTAL	\$3,037.93	51400 HEALTH/DENTAL/LIFE	\$3,037.93	\$3,037.93
10100	On-Line	5/9/2024	W S S C 3/11-4/8 WATER/SEWER	\$22,258.87	80300 WATER & SEWER	\$22,258.87	\$22,258.87
10100	10403	5/9/2024 994224083	SOUTHDATA, INC. QUARTERLY BALANCE STMTS	\$55.72	70600 PRINT/POSTAGE/SUPPL	\$55.72	\$55.72
10100	10404	5/13/2024	BRENDA THOMAS REIM FOR PATIO HANDLE	\$125.00	40800 IN-HOUSE SERVICE INC	\$125.00	\$125.00
10100	10405	5/13/2024 5904165	BRIGHTVIEW LANDSCAPES, LLC 4/2024 WATERING	\$1,511.25	63100 WATERING/IRRIGATION	\$1,511.25	\$1,511.25
10100	10406	5/13/2024 428603011	IRONMARK. LLC T-SHIRTS	\$126.91	51700 UNIFORMS	\$126.91	\$126.91
10100	10407	5/13/2024 1038	BJ CONSTRUCTION LLC 6936-401 DRYWALL REPAIRS	\$2,400.00	60100 DRYWALL REPAIR	\$2,400.00	\$2,400.00
10100	10408	5/13/2024 221103578	GURU OUTLOOK/EMAIL ISSUES	\$262.50	91600 PROFESSIONAL SERVICE	\$262.50	\$262.50
10100	10409	5/13/2024 14633	PREMIER POOL MANAGEMENT, INC. REPLACE FILTER BULKHEAD INLET	\$1,050.00	62200 POOL REPAIR	\$1,050.00	\$1,050.00
10100	10410	5/13/2024	MSD PROPERTY SERVICES, INC	\$12,526.22			

		24-71a	1/15 SNOW REMOVAL		61900 SNOW REMOVAL SERVICE	\$12,526.22	\$12,526.22
10100	10411	5/13/2024	MSD PROPERTY SERVICES, INC	\$10,789.50			
		24-124A	1/19 SNOW REMOVAL		61900 SNOW REMOVAL SERVICE	\$10,789.50	\$10,789.50
10100	10412	5/15/2024	GREG'S CONSTRUCTION	\$300.00			
		1569	REPAIR CARD READER		60900 ELECTRICAL REPAIR	\$300.00	\$300.00
10100	10413	5/15/2024	GREG'S CONSTRUCTION	\$400.00			
		1565	6926 SHOP POWER OUTAGE RPRS		60900 ELECTRICAL REPAIR	\$400.00	\$400.00
10100	10414	5/15/2024	SOUTHDATA, INC.	\$8.57			
		994226583	6928-401 COUPON BOOK		70600 PRINT/POSTAGE/SUPPL	\$8.57	\$8.57
10100	10415	5/15/2024	MCKENZIE ENTERPRISES	\$1,050.00			
		1317	5/2024 BOILER LICENSE		61300 CENTRAL PLANT SRVC	\$1,050.00	\$1,050.00
10100	On-Line	5/17/2024	WASHINGTON GAS	\$16,321.51			
			3/1-3/31 GAS		80200 NATURAL GAS	\$16,321.51	\$16,321.51
10100	On-Line	5/19/2024	COMCAST	\$164.32			
			5/3-6/2 BUSINESS INTERNET		70700 PHONE/MESSAGE SRVC	\$164.32	\$164.32
10100	10416	5/20/2024	KEVIN HYDE	\$3,000.00			
			MOVING ASSISTANCE LOAN		50700 MAINTENANCE MECHANIC	\$3,000.00	\$3,000.00
10100	10417	5/20/2024	HD SUPPLY	\$200.21			
		9225886804	SHOWER CURTAINS/RINGS		53018 IN-HOUSE SRVC SUPPLY	\$93.76	\$93.76
		9225886804	TRASH BAGS		53006 JANITORIAL SUPPLIES	\$106.45	\$106.45
10100	10418	5/20/2024	VERIZON	\$639.03			
		650-026-912-0001-61_20240506	5/7-6/6 PHONE/INTERNET/TV		70700 PHONE/MESSAGE SRVC	\$639.03	\$639.03
10100	10419	5/20/2024	J. DAVID MULLINIX & SONS	\$101.30			
		CD39887	PIPE-COMP-E		53020 GAS/OIL/VEHICLE PRTS	\$101.30	\$101.30
10100	10420	5/20/2024	METRO FITNESS INC	\$235.00			
		9978	QTRLY PREVENTIVE MAINT		62800 EQUIPMENT REPAIR	\$235.00	\$235.00
10100	10421	5/20/2024	J&S PROFESSIONAL REFUSE	\$5,145.00			
		2902	5/2024 TRASH.RECYCLING		61600 TRASH REMOVAL	\$5,145.00	\$5,145.00
10100	10422	5/20/2024	RAYMAR PLUMBING SERVICES, INC.	\$3,918.35			
		46859	TOILET/SHOWER REPAIRS		62200 POOL REPAIR	\$3,918.35	\$3,918.35
10100	10423	5/20/2024	RAYMAR PLUMBING SERVICES, INC.	\$1,063.11			
		46865	6992 INSULATE AC LINES		61200 PLUMBING	\$1,063.11	\$1,063.11
10100	10424	5/20/2024	CINCINNATI INSURANCE COMPANIES	\$323.00			
		1000592992_20240516	COMM ASSN PILLAR INSTALLMENT		91000 INSURANCE	\$323.00	\$323.00
10100	10425	5/20/2024	HARFORD MUTUAL	\$348.00			
		309884_20240516	5/2024 AUTO INS		91000 INSURANCE	\$348.00	\$348.00
10100	10426	5/21/2024	FIRST CITIZENS BANK	\$1,974.84			

			UATTEND/MICROSOFT365		71000 OFFICE EQUIPMENT	\$32.41	\$32.41
			REFRESHMENTS FOR ONSITE WORKERS		71200 MISC EXPENSE	\$40.85	\$40.85
			RETURN BI-FOLD		53004 MISC MATERIALS	(\$60.38)	(\$60.38)
			RECHARGE KIT/BULBS		53007 ELECTRICAL SUPPLIES	\$78.95	\$78.95
			PVC/CONCRETE/DOORSWEEP		53004 MISC MATERIALS	\$152.14	\$152.14
			4/2024 GASOLINE		53020 GAS/OIL/VEHICLE PRTS	\$335.90	\$335.90
			4/2024 PEST CONTROL BLOWER ASSEMBLY		61500 EXTERMINATING	\$344.00	\$344.00
			PAINT/BUCKET/POLE		53004 MISC MATERIALS	\$347.06	\$347.06
					53004 MISC MATERIALS	\$703.91	\$703.91
10100	10427	5/22/2024	FIRST INSURANCE FUNDING	\$17,520.92			
		159_20240520	INSURANCE INSTALLMENT		14100 PREPAID INSURANCE	\$17,520.92	\$17,520.92
10100	10428	5/22/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			
		24. 52.HR	4/28-5/4 PATROL SVCS		62600 PATROL SERVICE	\$453.09	\$453.09
10100	10429	5/22/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			
		24. 55.HR	5/5-5/11 PATROL SVCS		62600 PATROL SERVICE	\$453.09	\$453.09
10100	10430	5/24/2024	PREMIER POOL MANAGEMENT, INC.	\$1,650.00			
		14726	REPLACE WADING POOL FILTER		38811 SWIMMING POOL RESERV	\$1,650.00	\$1,650.00
10100	10431	5/24/2024	PREMIER POOL MANAGEMENT, INC.	\$8,300.00			
		14754	RPLC LIFEGUARD STAND/PUMP/FILTER/LIGHT		38811 SWIMMING POOL RESERV	\$8,300.00	\$8,300.00
10100	10432	5/24/2024	QUILL CORPORATION	\$168.46			
		37268480	PENS/GLUE/FORM HOLDER		70600 PRINT/POSTAGE/SUPPL	\$168.46	\$168.46
10100	10433	5/24/2024	ECONOMY PEST CONTROL, INC.	\$195.00			
		565632	6982-201 SPRAY/REMOVE HIVE		61500 EXTERMINATING	\$195.00	\$195.00
10100	10434	5/24/2024	QUILL CORPORATION	\$213.41			
		38573093	CUPS/BINDER CLIPS/RUBBER BANDS/BATTERIES		70600 PRINT/POSTAGE/SUPPL	\$213.41	\$213.41
10100	10435	5/24/2024	ECONOMY PEST CONTROL, INC.	\$195.00			
		565634	6916-204 SPRAY/REMOVE HIVE		61500 EXTERMINATING	\$195.00	\$195.00
10100	10436	5/24/2024	ECONOMY PEST CONTROL, INC.	\$195.00			
		565633	6916-101 SPRAY/REMOVE HIVE		61500 EXTERMINATING	\$195.00	\$195.00
10100	10437	5/28/2024	SOLUTEX, INC	\$216.24			
		281653	DETERGENT/PRESPRAY SPOTTER		60200 FLOOR/CARPET EXPENSE	\$216.24	\$216.24
10100	10438	5/28/2024	EXTERIOR CONCEPTS, INC.	\$475.00			
		26874	6972-301 ROOF REPAIRS		60300 ROOFING REPAIR	\$475.00	\$475.00
10100	10439	5/28/2024	K.C. BUILDERS, INC	\$2,720.00			
		043-00406 6916 UNIT 101	6916-101 DRYWALL REPAIRS		94000 INSURANCE CLAIM EXP	\$2,720.00	\$2,720.00
10100	10440	5/28/2024	BJ CONSTRUCTION LLC	\$3,400.00			
		1039	6992-100 CEILING REPAIRS		94000 INSURANCE CLAIM EXP	\$3,400.00	\$3,400.00
10100	10441	5/29/2024	GRAINGER	\$55.34			
		9113562152	FILTER		53002 CENTRAL PLANT SUPPLY	\$55.34	\$55.34
10100	10442	5/29/2024	IRONMARK. LLC	\$330.24			

		428784011	UNIFORM TOPS		51700 UNIFORMS	\$330.24	\$330.24
10100	10443	5/29/2024 0D52152779	CINTAS FIRE PROTECTION ANNUAL EXTINGUISHER INSPECTION	\$543.62	60600 FIRE EQUIPMENT SRVC	\$543.62	\$543.62
10100	10444	5/29/2024 561727	ECONOMY PEST CONTROL, INC. 5/18 GENERAL PEST	\$57.00	61500 EXTERMINATING	\$57.00	\$57.00
10100	10445	5/29/2024 24. 58.HR	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC. 5/12-5/18 PATROL SVC	\$453.09	62600 PATROL SERVICE	\$453.09	\$453.09
10100	10446	5/29/2024 46892	RAYMAR PLUMBING SERVICES, INC. RPLC POOL HOUSE MIXING VALVE	\$1,164.92	38811 SWIMMING POOL RESERV	\$1,164.92	\$1,164.92
Total:				<u>\$201,806.37</u>			

ACCRUED EXPENSE REPORT

HUNTING RIDGE CONDOMINIUM

DATE: May 31, 2024

BUDGET CODE: STANDARD:	AMOUNT	PO#	VENDOR	DESCRIPTION	CODE TOTAL
80100	\$17,439.24		PEPCO	ACCRUED ELECTRIC 5/9-5/31	\$17,439.24
80200	\$32,116.52		WASHINGTON GAS	ACCRUED GAS 4/1-5/31	\$32,116.52
80300			WSSC	ACCRUED WATER/SEWER	\$0.00
					\$0.00
53004	\$1,500.00		LOWES PRO SUPPLY	FENCE POLE	\$1,500.00
53009	\$2,500.00		LOWES PRO SUPPLY		\$2,500.00
61200	\$1,500.00		RAYMAR	6968-101 LEAK IN HALLWAY CEILING	\$1,500.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

25900

TOTAL ACCRUED EXPENSES

\$55,055.76

**HUNTING RIDGE CONDOMINIUM
SUBSIDIARY SAVINGS & INVESTMENT LEDGER
APRIL 30, 2024**

Ledger No.	0103.10			
Purchase Date:	2/24/2009	Snow Conting.	\$	20,000.00
Maturity Date:	N/A	Operating	\$	10,150.32
Number:	275818752	Replacement	\$	29,575.12
Bank:	CABANC			
Type:	MOONEY MARKET	Total	\$	59,725.44
Interest Rate:	0.30			
<hr/>				
Ledger No.:	103.14			
Purchase Date:	02/24/09	Operating	\$	0.00
Bank:	FEDERATED TREASURY OBLIG FUND	Replacement	\$	0.00
Type:		Total	\$	0.00
Interest Rate:				
<hr/>				
Ledger No.:	10321			
Purchase Date:	3/1/2021			
Maturity Date:	N/A	Operating	\$	8,508.88
Number:	275817317.00	Replacement	\$	0.00
Bank:	CIT			
Type:	CHOICE CD SWEEP	Total	\$	8,508.88
Interest Rate:	0.05			
<hr/>				
Ledger No.:	10810			
Purchase Date:	5/1/2015			
Maturity Date:	N/A	Operating	\$	40,133.57
Number:		Replacement	\$	171,850.90
Bank:	ICS			
Type:	MOONEY MARKET	Total	\$	211,784.47
Interest Rate:	0.45			
<hr/>				
Ledger No.:	10707			
Purchase Date:	1/31/2020			
Maturity Date:	1/31/2024	Replacement	\$	0.00
Number:	59013KEW2	Total	\$	0.00
Bank:	MERRICK BANK			
Type:	CD FDIC # 34519			
Interest Rate:	Matured			
<hr/>				
Ledger No.:	10305			
Purchase Date:	2/2/2023			
Maturity Date:	2/1/2024	Replacement	\$	0.00
Number:	1026754514	Total	\$	0.00
Bank:	WEST BANK - CDARS			
Type:	CD			
Interest Rate:	Matured			
<hr/>				
Ledger No.:	10305			
Purchase Date:	4/27/2023	Operating	\$	0.00
Maturity Date:	4/25/2024	Replacement	\$	0.00
Number:	1027102842	Total	\$	0.00
Bank:	BCB COMMUNITY BANK - CDARS			
Type:	CD			
Interest Rate:	Matured			
<hr/>				
Ledger No.:	10305			
Purchase Date:	4/27/2023	Operating	\$	0.00
Maturity Date:	4/25/2024	Replacement	\$	0.00
Number:	1027103622	Total	\$	0.00
Bank:	BCB COMMUNITY BANK - CDARS			
Type:	CD			
Interest Rate:	Matured			
<hr/>				
Ledger No.:	10305			
Purchase Date:	4/27/2023	Operating	\$	0.00
Maturity Date:	4/25/2024	Replacement	\$	0.00
Number:	1027101957	Total	\$	0.00
Bank:	BCB COMMUNITY BANK - CDARS			
Type:	CD			
Interest Rate:	Matured			

HUNTING RIDGE CONDOMINIUM
 SUBSIDIARY SAVINGS & INVESTMENT LEDGER
 APRIL 30, 2024

Ledger No: 10305
 Purchase Date: 5/19/2023
 Maturity Date: 5/16/2024
 Number: 1027202302
 Bank: VOLUNTEER STATE BANK- CDARS
 Type: CD
 Interest Rate: 3.85

Operating \$ 1,089.65
 Replacement \$ 75,000.00
 Total \$ 76,089.65

Ledger No: 10305
 Purchase Date: 7/27/2023
 Maturity Date: 7/25/2024
 Number: 1027534682
 Bank: ARVEST BANK - CDARS
 Type: CD
 Interest Rate: 4.75

Operating \$ 1,054.26
 Replacement \$ 75,000.00
 Total \$ 76,054.26

Ledger No: 10739
 Purchase Date: 1/22/2020
 Maturity Date: 1/22/2025
 Number: 856285SM4
 Bank: STATE BANK OF INDIA
 Type: CD FDIC # 33682
 Interest Rate: 1.95

Replacement \$ 75,000.00
 Total \$ 75,000.00

Ledger No: 10305
 Purchase Date: 2/1/2024
 Maturity Date: 1/30/2025
 Number: 1028457959
 Bank: BANK OF AMERICA - CDARS
 Type: CD
 Interest Rate: 4.75

Operating \$ 2,935.41
 Replacement \$ 75,000.00
 Total \$ 77,935.41

Ledger No: 10305
 Purchase Date: 2/16/2023
 Maturity Date: 2/13/2025
 Number: 1026804309
 Bank: MNB BANK - CDARS
 Type: CD
 Interest Rate: 3.60

Operating \$ 2,458.21
 Replacement \$ 75,000.00
 Total \$ 77,458.21

Ledger No: 10305
 Purchase Date: 2/15/2024
 Maturity Date: 2/13/2025
 Number: 1028553222
 Bank: FIVE STAR BANK - CDARS
 Type: CD
 Interest Rate: 4.75

Operating \$
 Replacement \$ 75,000.00
 Total \$ 75,000.00

Ledger No: 10305
 Purchase Date: 4/25/2024
 Maturity Date: 4/24/2025
 Number: 1028905884
 Bank: INDEPENDENT BANK - CDARS
 Type: CD
 Interest Rate: 4.75

Operating \$ 3,185.07
 Replacement \$ 75,000.00
 Total \$ 78,185.07

Now Conting. 20,000.00
 Total Operating 68,516.37
 Total Replacement 726,226.02

TOTAL SAVINGS \$ 815,742.39
 =====

2024	2
2025	5
Total	7
Avg. Interest Rate	2.92

Hunting Ridge Condominium Association, Inc.
Balance Sheet
4/30/2024

Assets

Assets

10100 - CA BANK CHECKING	\$79,885.15
10305 - CDARS CDS	\$460,723.60
10310 - CAB MONEY MARKET	\$59,725.44
10321 - CHOICE CD SWEEP	\$8,508.88
10739 - STATE BANK OF INDIA	\$75,000.00
10810 - CA BANC INVESTMENT	\$211,784.47
12600 - PETTY CASH	\$150.00
13000 - ACCOUNTS RECEIVABLE	\$321,831.48
13100 - ALLOW FOR DOUBTFUL	(\$278,736.77)
14000 - PREPAID EXPENSES	\$9,043.63
14100 - PREPAID INSURANCE	\$162,764.57
14500 - DEFERRED TAX ASSET	\$3,484.00
15100 - REFUND-INCOME TAX	\$9,133.95
15200 - ACCRUED INTEREST	\$1,892.23
16300 - FURNITURE & EQUIP	\$18,626.39
16800 - TRUCK	\$62,092.79
19100 - ACCUM DEPRECIATION	(\$80,719.18)

Assets Total

\$1,125,190.63

Assets Total

\$1,125,190.63

Liabilities and Equity

Liability

20200 - FICA/MEDI TAXES	\$1,414.40
20301 - SOUTH CAROLINA TAXES W/H	\$99.38
20400 - D.C. TAXES W/H	\$318.13
20500 - P/R GARNISHMENT	\$942.05
20700 - IRA CONTRIB. PAYABLE	\$21.37
20800 - HSA CONTRIB. PAYABLE	\$1,773.81
21000 - PREPAID ASSESSMENTS	\$116,647.46
23400 - ACCOUNTS PAYABLE	\$85,690.09
24100 - DUE TO RESERVE FUND	\$170,356.00
24200 - DEFERRED CABLE INC	\$12,217.00
24300 - A/P - INSURANCE CLAIMS	(\$96,727.23)
25100 - SECURITY DEP-KEYS	(\$152.00)
25300 - SECURITY DEP-TENNIS	(\$15.00)
25500 - SECURITY DEP-STORAGE	\$4,445.00
25900 - ACCRUED EXPENSES	\$54,263.54

Liability Total

\$351,294.00

Equity

32500 - SNOW CONTINGENCY	\$20,000.00
38801 - ASPHALT RESERVE	\$61,532.33
38802 - CONCRETE RESERVE	\$59,818.98
38803 - ROOF RESERVE	\$671,620.30
38804 - EXT.BLDG. FACADE(R)	(\$345,144.33)
38805 - PLUMBING RESERVE	(\$94,541.78)
38806 - ELECTRICAL RESERVE	\$84,869.14
38807 - DOORS/WIN/RAILING(R)	\$155,501.77
38808 - CARPET/FLOORING(R)	\$4,532.00
38809 - CENTR PLANT EQUIP(R)	\$29,175.11

Hunting Ridge Condominium Association, Inc.

Balance Sheet

4/30/2024

38811 - SWIMMING POOL RESERV	(\$85,578.00)	
38812 - TENNIS COURT RESERVE	\$10,580.50	
38813 - MISC REC FACIL (R)	\$440.55	
38814 - FENCE/SIGN/LANDSC(R)	(\$8,966.32)	
38815 - RETAINING WALL RESER	\$15,479.69	
38816 - MISC. RESERVE	(\$16,123.95)	
38820 - COMMUNITY BLDG (R)	\$15,306.05	
38821 - LANDSCAPING RESERVE	\$0.33	
38822 - ASSOCIATION UNIT (R)	\$83.00	
38826 - TRUCK RESERVE	\$43,276.56	
<u>Equity Total</u>		\$621,861.93
<u>Members' Equity</u>		
39000 - MEMBERS' EQUITY	(\$96,713.95)	
<u>Members' Equity Total</u>		(\$96,713.95)
<u>Retained Earnings</u>		\$416,082.72
<u>Net Income</u>		(\$167,334.07)
<i>Liabilities & Equity Total</i>		\$1,125,190.63

Hunting Ridge Condominium Association, Inc.
Budget Comparison Report
4/1/2024 - 4/30/2024

	4/1/2024 - 4/30/2024			1/1/2024 - 4/30/2024			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
<u>Income</u>							
40100 - ASSESSMENTS	\$201,031.00	\$201,031.00	\$0.00	\$804,124.00	\$804,124.00	\$0.00	\$2,412,372.00
40303 - LATE FEES (ACCR)	\$615.00	\$683.00	(\$68.00)	\$2,280.00	\$2,732.00	(\$452.00)	\$8,200.00
40400 - RECREATION INCOME	\$300.00	\$375.00	(\$75.00)	\$1,600.00	\$1,500.00	\$100.00	\$4,500.00
40800 - IN-HOUSE SERVICE INC	\$725.00	\$417.00	\$308.00	\$2,765.00	\$1,668.00	\$1,097.00	\$5,000.00
41010 - INTEREST INCOME	\$8,514.71	\$2,187.00	\$6,327.71	\$12,753.61	\$8,748.00	\$4,005.61	\$26,250.00
41500 - OTHER INCOME	\$400.00	\$200.00	\$200.00	\$800.00	\$800.00	\$0.00	\$2,400.00
41800 - ACCT ADMIN INCOME	\$140.00	\$300.00	(\$160.00)	\$1,100.00	\$1,200.00	(\$100.00)	\$3,600.00
41900 - NEWS REVIEW REIMB	\$60.00	\$50.00	\$10.00	\$190.00	\$200.00	(\$10.00)	\$800.00
42203 - LEGAL INC (ACCR)	\$1,968.30	\$2,000.00	(\$31.70)	\$8,072.55	\$8,000.00	\$72.55	\$24,000.00
42500 - STORAGE BIN INCOME	\$900.00	\$0.00	\$900.00	\$1,900.00	\$3,000.00	(\$1,100.00)	\$3,000.00
42800 - BAD DEBT RECOVERY	\$150.00	\$0.00	\$150.00	\$600.00	\$0.00	\$600.00	\$0.00
43903 - BILLABLE H/O INC (A)	\$10,000.00	\$0.00	\$10,000.00	\$13,158.14	\$0.00	\$13,158.14	\$0.00
Total Income	\$224,804.01	\$207,243.00	\$17,561.01	\$849,343.30	\$831,972.00	\$17,371.30	\$2,489,922.00
Total Income	\$224,804.01	\$207,243.00	\$17,561.01	\$849,343.30	\$831,972.00	\$17,371.30	\$2,489,922.00
Expense							
<u>Expense</u>							
50200 - ADMINISTRATIVE STAFF	\$3,768.75	\$3,983.00	\$214.25	\$15,004.39	\$15,932.00	\$927.61	\$47,801.00
50400 - BUILDING ATTENDANTS	\$1,380.00	\$1,625.00	\$245.00	\$5,646.00	\$6,500.00	\$854.00	\$19,500.00
50700 - MAINTENANCE MECHANIC	\$11,496.50	\$9,793.00	(\$1,703.50)	\$34,174.70	\$39,172.00	\$4,997.30	\$117,520.00
50800 - ENGINEER	\$3,770.56	\$3,966.00	\$195.44	\$15,055.12	\$15,864.00	\$808.88	\$47,590.00
51200 - MISC PERSONNEL	\$0.00	\$333.00	\$333.00	\$0.00	\$1,332.00	\$1,332.00	\$4,000.00
51300 - HSA EXPENSE	\$125.00	\$417.00	\$292.00	\$375.00	\$1,668.00	\$1,293.00	\$5,000.00
51400 - HEALTH/DENTAL/LIFE	\$1,758.95	\$2,294.00	\$535.05	\$7,035.80	\$9,176.00	\$2,140.20	\$27,523.00
51500 - PAYROLL EXPENSES	\$1,614.05	\$1,726.00	\$111.95	\$6,449.01	\$6,904.00	\$454.99	\$20,710.00
51700 - UNIFORMS	\$14.82	\$300.00	\$285.18	\$36.32	\$300.00	\$263.68	\$600.00
51900 - EMPLOYEE CELL PHONE	\$50.00	\$50.00	\$0.00	\$200.00	\$200.00	\$0.00	\$600.00
52000 - IRA CONTRIBUTIONS	\$0.00	\$300.00	\$300.00	\$1,427.75	\$600.00	(\$827.75)	\$1,200.00
53001 - PLUMBING SUPPLIES	\$280.13	\$150.00	(\$130.13)	\$630.93	\$600.00	(\$30.93)	\$1,800.00
53002 - CENTRAL PLANT SUPPLY	\$484.91	\$200.00	(\$284.91)	\$4,603.16	\$800.00	(\$3,803.16)	\$2,400.00
53003 - FIRE EQUIP SUPPLIES	\$0.00	\$40.00	\$40.00	\$0.00	\$160.00	\$160.00	\$480.00
53004 - MISC MATERIALS	\$428.75	\$500.00	\$71.25	\$398.26	\$2,000.00	\$1,601.74	\$6,000.00
53006 - JANITORIAL SUPPLIES	\$1,414.75	\$625.00	(\$789.75)	\$1,768.53	\$2,500.00	\$733.47	\$7,500.00
53007 - ELECTRICAL SUPPLIES	\$362.48	\$42.00	(\$320.48)	\$362.48	\$168.00	(\$194.48)	\$500.00
53008 - EQUIP/TOOL RENTAL	\$0.00	\$25.00	\$25.00	\$0.00	\$100.00	\$100.00	\$300.00
53009 - MAINTEN/HAND TOOLS	\$76.22	\$200.00	\$123.78	\$390.87	\$800.00	\$409.13	\$2,400.00
53010 - GROUNDS SUPPLIES	\$0.00	\$0.00	\$0.00	\$36.80	\$0.00	(\$36.80)	\$0.00
53011 - POOL SUPPLIES	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
53013 - SIGNS	\$0.00	\$63.00	\$63.00	\$196.93	\$252.00	\$55.07	\$750.00
53015 - POOL FURNITURE	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00
53016 - RECREATION EQUIPMENT	\$0.00	\$63.00	\$63.00	\$723.85	\$252.00	(\$471.85)	\$750.00
53017 - SNOW REMOVAL SUPPLY	\$0.00	\$0.00	\$0.00	\$56.98	\$750.00	\$693.02	\$750.00
53018 - IN-HOUSE SRVC SUPPLY	\$0.00	\$500.00	\$500.00	\$585.20	\$2,000.00	\$1,414.80	\$6,000.00
53020 - GAS/OIL/VEHICLE PRTS	\$352.36	\$417.00	\$64.64	\$1,501.82	\$1,668.00	\$166.18	\$5,000.00
60100 - DRYWALL REPAIR	\$5,630.00	\$1,250.00	(\$4,380.00)	\$32,620.00	\$5,000.00	(\$27,620.00)	\$15,000.00
60200 - FLOOR/CARPET EXPENSE	\$312.20	\$0.00	(\$312.20)	\$1,533.20	\$0.00	(\$1,533.20)	\$0.00

Hunting Ridge Condominium Association, Inc.
Budget Comparison Report
4/1/2024 - 4/30/2024

	4/1/2024 - 4/30/2024			1/1/2024 - 4/30/2024			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
60300 - ROOFING REPAIR	\$1,298.00	\$625.00	(\$673.00)	\$2,909.00	\$2,500.00	(\$409.00)	\$7,500.00
60500 - GLASS REPAIR	\$0.00	\$100.00	\$100.00	\$0.00	\$400.00	\$400.00	\$1,200.00
60600 - FIRE EQUIPMENT SRVC	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00
60900 - ELECTRICAL REPAIR	\$920.00	\$200.00	(\$720.00)	\$3,860.00	\$800.00	(\$3,060.00)	\$2,400.00
61000 - MISCELLANEOUS REPAIR	\$375.00	\$300.00	(\$75.00)	\$5,413.00	\$1,200.00	(\$4,213.00)	\$3,600.00
61200 - PLUMBING	\$1,833.50	\$3,165.00	\$1,331.50	\$13,668.66	\$12,660.00	(\$1,008.66)	\$37,980.00
61300 - CENTRAL PLANT SRVC	\$2,873.82	\$2,950.00	\$76.18	\$11,068.75	\$11,800.00	\$731.25	\$35,400.00
61400 - JANITORIAL SERVICE	\$7,977.35	\$7,977.00	(\$0.35)	\$31,909.40	\$31,908.00	(\$1.40)	\$95,728.00
61500 - EXTERMINATING	\$344.00	\$1,127.00	\$783.00	\$2,397.25	\$4,508.00	\$2,110.75	\$13,525.00
61600 - TRASH REMOVAL	\$5,145.00	\$5,101.00	(\$44.00)	\$20,580.00	\$20,404.00	(\$176.00)	\$61,212.00
61700 - LAWN MAINTENANCE	\$3,517.75	\$3,518.00	\$0.25	\$14,071.00	\$14,072.00	\$1.00	\$42,213.00
61800 - LANDSCAPING SERVICE	\$3,629.03	\$0.00	(\$3,629.03)	\$12,529.03	\$0.00	(\$12,529.03)	\$7,500.00
61900 - SNOW REMOVAL SERVICE	\$0.00	\$0.00	\$0.00	\$24,251.72	\$16,000.00	(\$8,251.72)	\$16,000.00
62000 - TREE REMOVAL	\$0.00	\$0.00	\$0.00	\$289.20	\$2,500.00	\$2,210.80	\$5,000.00
62100 - POOL MANAGEMENT	\$0.00	\$5,333.00	\$5,333.00	\$10,986.66	\$5,333.00	(\$5,653.66)	\$32,000.00
62200 - POOL REPAIR	\$0.00	\$1,800.00	\$1,800.00	\$0.00	\$1,800.00	\$1,800.00	\$3,600.00
62300 - RAILING REPAIR/WELDING	\$0.00	\$200.00	\$200.00	\$1,980.00	\$800.00	(\$1,180.00)	\$2,400.00
62600 - PATROL SERVICE	\$2,265.45	\$1,852.00	(\$413.45)	\$7,764.37	\$7,408.00	(\$356.37)	\$22,226.00
62700 - ALARM SERVICE	\$0.00	\$1,377.00	\$1,377.00	\$4,683.97	\$5,508.00	\$824.03	\$16,524.00
62800 - EQUIPMENT REPAIR	\$0.00	\$200.00	\$200.00	\$0.00	\$800.00	\$800.00	\$2,400.00
63100 - WATERING/IRRIGATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,400.00
63600 - DRAINAGE PROJECTS	\$12,505.26	\$0.00	(\$12,505.26)	\$12,505.26	\$0.00	(\$12,505.26)	\$0.00
63900 - BILLABLE OWNER EXP	\$0.00	\$0.00	\$0.00	\$3,083.14	\$0.00	(\$3,083.14)	\$0.00
70100 - BANK CHARGES	\$40.00	\$10.00	(\$30.00)	\$100.00	\$40.00	(\$60.00)	\$120.00
70600 - PRINT/POSTAGE/SUPPL	\$126.66	\$583.00	\$456.34	\$3,099.78	\$2,332.00	(\$767.78)	\$7,000.00
70700 - PHONE/MESSAGE SRVC	\$986.64	\$986.00	(\$0.64)	\$3,733.47	\$3,944.00	\$210.53	\$11,832.00
71000 - OFFICE EQUIPMENT	\$32.41	\$102.00	\$69.59	\$129.64	\$408.00	\$278.36	\$1,224.00
71200 - MISC EXPENSE	(\$70.00)	\$300.00	\$370.00	\$249.72	\$1,200.00	\$950.28	\$3,600.00
80100 - ELECTRICITY	\$20,626.75	\$22,029.00	\$1,402.25	\$90,897.79	\$91,355.00	\$457.21	\$321,438.00
80200 - NATURAL GAS	\$10,193.73	\$9,541.00	(\$652.73)	\$100,514.88	\$75,994.00	(\$24,520.88)	\$143,955.00
80300 - WATER & SEWER	\$73,257.07	\$22,558.00	(\$50,699.07)	\$139,587.23	\$90,028.00	(\$49,559.23)	\$274,562.00
90200 - LEGAL	\$2,740.82	\$1,667.00	(\$1,073.82)	\$10,905.37	\$6,668.00	(\$4,237.37)	\$20,000.00
90300 - AUDIT/TAX RETURNS	\$0.00	\$0.00	\$0.00	\$5,575.60	\$5,500.00	(\$75.60)	\$5,500.00
90500 - DUES/EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00	\$775.00	\$775.00	\$775.00
90700 - MANAGEMENT FEE	\$8,285.00	\$8,234.00	(\$51.00)	\$33,140.00	\$32,936.00	(\$204.00)	\$98,808.00
90800 - INCOME TAXES	\$4,693.00	\$1,031.00	(\$3,662.00)	\$4,693.00	\$1,031.00	(\$3,662.00)	\$4,125.00
90801 - TAXES/LICENSE/REGIST	\$0.00	\$131.00	\$131.00	\$693.00	\$524.00	(\$169.00)	\$1,570.00
91000 - INSURANCE	\$85,725.28	\$23,210.00	(\$62,515.28)	\$105,525.20	\$92,840.00	(\$12,685.20)	\$278,525.00
91600 - PROFESSIONAL SERVICE	\$850.00	\$100.00	(\$750.00)	\$1,795.00	\$400.00	(\$1,395.00)	\$1,200.00
91800 - ACCT ADMIN EXPENSE	\$630.00	\$400.00	(\$230.00)	\$1,675.00	\$1,600.00	(\$75.00)	\$4,800.00
94000 - INSURANCE CLAIM EXP	\$0.00	\$1,667.00	\$1,667.00	\$24,265.18	\$6,668.00	(\$17,597.18)	\$20,000.00
94500 - BAD DEBT EXPENSE	\$1,250.00	\$1,250.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$15,000.00
95000 - OPERATING RESERVE	\$0.00	\$444.00	\$444.00	\$0.00	\$1,776.00	\$1,776.00	\$5,333.00
98300 - ROOF RESERVE	\$8,333.00	\$8,333.00	\$0.00	\$33,332.00	\$33,332.00	\$0.00	\$100,000.00
98400 - EXT. BLDG. FACADE(R)	\$16,667.00	\$16,667.00	\$0.00	\$66,668.00	\$66,668.00	\$0.00	\$200,000.00
98500 - PLUMBING RESERVE	\$6,250.00	\$6,250.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$75,000.00
98900 - CENTR PLANT EQUIP(R)	\$8,333.00	\$8,333.00	\$0.00	\$33,332.00	\$33,332.00	\$0.00	\$100,000.00
99110 - SWIMMING POOL RESERV	\$923.00	\$923.00	\$0.00	\$3,692.00	\$3,692.00	\$0.00	\$11,073.00
99260 - TRUCK RESERVE	\$2,083.00	\$2,083.00	\$0.00	\$8,332.00	\$8,332.00	\$0.00	\$25,000.00
Total Expense	\$327,940.95	\$204,519.00	(\$123,421.95)	\$1,016,677.37	\$853,474.00	(\$163,203.37)	\$2,489,922.00
Total Expense	\$327,940.95	\$204,519.00	(\$123,421.95)	\$1,016,677.37	\$853,474.00	(\$163,203.37)	\$2,489,922.00
Operating Net Income	(\$103,136.94)	\$2,724.00	(\$105,860.94)	(\$167,334.07)	(\$21,502.00)	(\$145,832.07)	\$0.00

**Hunting Ridge Condominium Association, Inc.
Check Register Report
4/1/2024 - 4/30/2024**

Account #	Check #	Check Date	Vendor or Payee	Check Amt	Expense Account	Invoice	Paid
		Invoice	Line Item				
10100	10314	4/1/2024	CS&CO FBO HUNTING RIDGE	\$1,144.80			
		8850272	IRA EE CONTRIBUTIONS		20700 IRA CONTRIB. PAYABLE	\$289.67	\$289.67
		8850272	IRA ER CONTRIBUTIONS		52000 IRA CONTRIBUTIONS	\$855.13	\$855.13
10100	10315	4/1/2024	SHARON DERR ANNUAL MEETING REFRESHMENTS	\$200.00	71200 MISC EXPENSE	\$200.00	\$200.00
10100	10316	4/1/2024	SMART BUILDING TECHNOLOGIES. LLC	\$353.82			
		SCHED024104	4/2024 MONITORING		61300 CENTRAL PLANT SRVC	\$353.82	\$353.82
10100	10317	4/1/2024	CONDOMINIUM VENTURE, INC.	\$976.15			
		43.032024.ADMIN	2/6-3/4 ANS SVC REIM		70700 PHONE/MESSAGE SRVC	\$65.58	\$65.58
		43.032024.ADMIN	2/2024 COPY/POST		70600 PRINT/POSTAGE/SUPPL	\$75.09	\$75.09
		43.032024.ADMIN	2/16-3/1 P/R REIM		50700 MAINTENANCE MECHANIC	\$142.74	\$142.74
		43.032024 ADMIN	3/1-3/15 P/R REIM		50700 MAINTENANCE MECHANIC	\$142.74	\$142.74
		43.032024.ADMIN	2/2024 ACCT/DEL ADMIN FEES		91800 ACCT ADMIN EXPENSE	\$550.00	\$550.00
10100	10318	4/1/2024	CONDOMINIUM VENTURE, INC.	\$8,289.00			
		43.42024.MGMT	4/2024 RECORD STORAGE		70600 PRINT/POSTAGE/SUPPL	\$4.00	\$4.00
		43.42024.MGMT	MANAGEMENT FEE		90700 MANAGEMENT FEE	\$8,285.00	\$8,285.00
10100	10319	4/1/2024	GREG'S CONSTRUCTION	\$250.00			
		1550	6926 INSTALL NEW OUTLET		60900 ELECTRICAL REPAIR	\$250.00	\$250.00
10100	10320	4/1/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			
		24. 34.HR	3/17-3/23 PATROL SVC		62600 PATROL SERVICE	\$453.09	\$453.09
10100	10321	4/1/2024	HD SUPPLY	\$99.03			
		9224483945	PARKING WARNING TAGS		70600 PRINT/POSTAGE/SUPPL	\$99.03	\$99.03
10100	On-Line	4/2/2024	1120 FEDERAL TAX PAYMENTS	\$1,500.00			
			FEDERAL ESTIMATED TAX QTR 1		90800 INCOME TAXES	\$1,500.00	\$1,500.00
10100	On-Line	4/3/2024	PEPCO	\$21,688.65			
			2/12-3/11 ELECTRIC		80100 ELECTRICITY	\$21,688.65	\$21,688.65
10100	10322	4/3/2024	COMPTROLLER OF MARYLAND REVENUE ADMIN. DIVISION	\$2,000.00			
			2024 MD ESTIMATED TAXES		90800 INCOME TAXES	\$2,000.00	\$2,000.00
10100	10323	4/3/2024	PREMIER POOL MANAGEMENT, INC.	\$5,483.33			
		13819	4/2024 POOL MGMT		62100 POOL MANAGEMENT	\$5,483.33	\$5,483.33
10100	10324	4/3/2024	SERVPRO OF GREENBELT NE	\$4,140.95			
		2205	6924 WATER RESORATION		94000 INSURANCE CLAIM EXP	\$4,140.95	\$4,140.95
10100	10325	4/3/2024	GOLDKLANG GROUP CPAS, PC	\$400.00			
		118219	2023 TAX RETURNS		90300 AUDIT/TAX RETURNS	\$400.00	\$400.00

10100	10326	4/3/2024	GRAINGER	\$36.19			
		9059249145	LEAK DETECTOR		53002 CENTRAL PLANT SUPPLY	\$36.19	\$36.19
10100	10327	4/3/2024	QUILL CORPORATION	\$213.07			
		37688591	MISC OFFICE SUPPLIES		70600 PRINT/POSTAGE/SUPPL	\$213.07	\$213.07
10100	10328	4/3/2024	AMERICAN FLOORING LLC	\$375.00			
		3389	6914 REDUCERS BTWN CARPET/CERAMIC		60200 FLOOR/CARPET EXPENSE	\$375.00	\$375.00
10100	10329	4/3/2024	AMERICAN FLOORING LLC	\$990.00			
		3359	6924 CLOSET CARPET (4)		60200 FLOOR/CARPET EXPENSE	\$990.00	\$990.00
10100	10330	4/3/2024	ARC WATER TREATMENT CO	\$370.00			
		24040600	4/2024 WTR TREATMENT SVC		61300 CENTRAL PLANT SRVC	\$370.00	\$370.00
10100	10331	4/3/2024	RAYMAR PLUMBING SERVICES, INC.	\$364.47			
		46708	6926-203 REPLACED TUB DRAIN		61200 PLUMBING	\$364.47	\$364.47
10100	10332	4/3/2024	RAYMAR PLUMBING SERVICES, INC.	\$510.12			
		46707	6954-201 RPLC LEAKING PIPE		38805 PLUMBING RESERVE	\$510.12	\$510.12
10100	10333	4/3/2024	RAYMAR PLUMBING SERVICES, INC.	\$1,948.40			
		46708	3/2024 PREV. MAINT		61200 PLUMBING	\$1,948.40	\$1,948.40
10100	10334	4/3/2024	RAYMAR PLUMBING SERVICES, INC.	\$1,646.20			
		46704	6924-101 REPLACE RISER		38805 PLUMBING RESERVE	\$1,646.20	\$1,646.20
10100	10335	4/3/2024	CAMERON MERICLE, P.A.	\$2,678.30			
		34623	3/2024 LEGAL SVCS		90200 LEGAL	\$2,678.30	\$2,678.30
10100	10336	4/5/2024	EAST COAST BUILDING SERVICES, INC.	\$47,448.00			
		1140_20240325	WATERPROOFING PROGRESS PYMT		38804 EXT.BLDG. FACADE(R)	\$47,448.00	\$47,448.00
10100	10337	4/5/2024	HANN & HANN	\$1,216.00			
		006250	6926 WATER DMG REPAIRS		94000 INSURANCE CLAIM EXP	\$1,216.00	\$1,216.00
10100	10338	4/5/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			
		24. 37.HR	3/24-3/30 PATROL SVC		62600 PATROL SERVICE	\$453.09	\$453.09
10100	10339	4/5/2024	PACIFIC TELEMAGEMENT SERVICE	\$46.00			
		1126514	4/2024 POOL PHONE		70700 PHONE/MESSAGE SRVC	\$46.00	\$46.00
10100	10340	4/5/2024	EXTERIOR CONCEPTS, INC.	\$475.00			
		26737	6930 SOFFIT/FASCIA REPAIRS		60300 ROOFING REPAIR	\$475.00	\$475.00
10100	10341	4/5/2024	E.J. WHITCOMB & SONS INC	\$375.00			
		24105	6998 INSTALL 2ND FLR PANIC BAR		61000 MISCELLANEOUS REPAIR	\$375.00	\$375.00
10100	On-Line	4/9/2024	WASHINGTON GAS	\$20,508.42			
			2/1-2/29 GAS		80200 NATURAL GAS	\$20,508.42	\$20,508.42
10100	On-Line	4/9/2024	KELLY & ASSOCIATES INS. GROUP	\$1,819.63			
			5/2024 HEALTH/LIFE/DENTAL		51400 HEALTH/DENTAL/LIFE	\$1,819.63	\$1,819.63
10100	10342	4/9/2024	K.C. BUILDERS, INC	\$2,510.00			
		043-00259 6924 UNIT 101	6924-101 DRYWALL REPAIRS		60100 DRYWALL REPAIR	\$2,510.00	\$2,510.00
10100	10343	4/10/2024	COMPTROLLER OF MARYLAND COMPLIANCE DIVISION	\$257.00			

			MD 2023 TAX DUE		90800 INCOME TAXES	\$257.00	\$257.00
10100	10344	4/10/2024	MICHELE R. DAMON 6924-100 FLOORING REIMB.	\$312.20	60200 FLOOR/CARPET EXPENSE	\$312.20	\$312.20
10100	10345	4/10/2024	K.C. BUILDERS, INC 043-00258 6926 UNIT 101 6926-101 START DRYWALL REPAIR	\$900.00	60100 DRYWALL REPAIR	\$900.00	\$900.00
10100	10346	4/10/2024	LOWE'S PRO SUPPLY 89_20240327 CARPET CLEANER/DEODORIZER	\$95.56	53006 JANITORIAL SUPPLIES	\$95.56	\$95.56
10100	10347	4/10/2024	BRIGHTVIEW LANDSCAPES, LLC 8866707 6928-30 RESTORE LANDSCAPE	\$4,671.09	38804 EXT.BLDG. FACADE(R)	\$4,671.09	\$4,671.09
10100	10348	4/10/2024	SOUTHDATA, INC. 994203369 6922-201/6936-401 COUPONS	\$17.15	70600 PRINT/POSTAGE/SUPPL	\$17.15	\$17.15
10100	On-Line	4/11/2024	1120 FEDERAL TAX PAYMENTS 2023 FEDERAL TAX DUE	\$936.00	90800 INCOME TAXES	\$936.00	\$936.00
10100	10349	4/11/2024	GURU 221103405 SHARON EMAIL ISSUES	\$350.00	91600 PROFESSIONAL SERVICE	\$350.00	\$350.00
10100	10350	4/11/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC. 24. 40.HR 3/31-4/6 PATROL SVC	\$453.09	62800 PATROL SERVICE	\$453.09	\$453.09
10100	10351	4/11/2024	LOWE'S PRO SUPPLY 89_20240402 LYSOL WIPES/TOWELS	\$173.28	53006 JANITORIAL SUPPLIES	\$173.28	\$173.28
10100	On-Line	4/15/2024	W S S C 2/9-3/11 WATER/SEWER	\$44,734.22	80300 WATER & SEWER	\$44,734.22	\$44,734.22
10100	10352	4/17/2024	FIRST CITIZENS BANK COVERALL WITH HOOD UATTEND/MICROSOFT 365 SQUEEGEES/GLASS CLEANER TOOL BATTERIES VINYL/FLAPPERS/COLLAR/ELBOW/TAPE CHISELS/GLUE/OUTLET/DOOR SWEEPS PEST INSPECTION 3/20, 3/28, 4/2 GASOLINE SPEAKER WIRE/AUDIO CABLES	\$1,855.64	51700 UNIFORMS 71000 OFFICE EQUIPMENT 53006 JANITORIAL SUPPLIES 53009 MAINTEN/HAND TOOLS 53001 PLUMBING SUPPLIES 53004 MISC MATERIALS 61500 EXTERMINATING 53020 GAS/OIL/VEHICLE PRTS 53007 ELECTRICAL SUPPLIES	\$14.82 \$32.41 \$65.44 \$76.22 \$280.13 \$327.78 \$344.00 \$352.36 \$362.48	\$14.82 \$32.41 \$65.44 \$76.22 \$280.13 \$327.78 \$344.00 \$352.36 \$362.48
10100	10353	4/17/2024	MSD PROPERTY SERVICES, INC 24-156 2/17 SNOW REMOVAL	\$936.00	61900 SNOW REMOVAL SERVICE	\$936.00	\$936.00
10100	10354	4/17/2024	VERIZON 650-026-912-0001-61_20240406 4/7-5/6 INTERNET/TV/PHONE	\$645.00	70700 PHONE/MESSAGE SRVC	\$645.00	\$645.00
10100	10355	4/17/2024	GREG'S CONSTRUCTION 1557 INSTALL OUTLET FOR PUMP	\$920.00	60900 ELECTRICAL REPAIR	\$920.00	\$920.00
10100	10356	4/17/2024	J&S PROFESSIONAL REFUSE 2886 4/2024 TRASH/RECYCLING	\$5,145.00	61600 TRASH REMOVAL	\$5,145.00	\$5,145.00
10100	10357	4/17/2024	BROWN & ASSOCIATES, INC.	\$25.97			

		79664	WELCOME KITS		70600 PRINT/POSTAGE/SUPPL	\$25.97	\$25.97
10100	10358	4/18/2024	SOLUTEX, INC	\$216.24			
		260367	CARPET CLEANER		53006 JANITORIAL SUPPLIES	\$216.24	\$216.24
10100	10359	4/18/2024	HARFORD MUTUAL	\$348.00			
		309884_20240416	AUTO INSURANCE INSTALLMENT		14100 PREPAID INSURANCE	\$348.00	\$348.00
10100	10360	4/18/2024	CINCINNATI INSURANCE COMPANIES	\$323.00			
		1000592992_20240416	INSURANCE INSTALLMENT		14100 PREPAID INSURANCE	\$323.00	\$323.00
10100	10361	4/18/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			
		24. 43.HR	4/7-4/13 PATROL SVC		62600 PATROL SERVICE	\$453.09	\$453.09
10100	On-Line	4/19/2024	COMCAST	\$164.32			
			4/3-5/2 BUSINESS INTERNET		70700 PHONE/MESSAGE SRVC	\$164.32	\$164.32
10100	On-Line	4/22/2024	W S S C	\$25,124.38			
			12/10-1/9 WATER/SEWER		80300 WATER & SEWER	\$25,124.38	\$25,124.38
10100	10362	4/22/2024	BRIGHTVIEW LANDSCAPES, LLC	\$3,517.75			
		8872392	1/2024 LAWN MAINT		61700 LAWN MAINTENANCE	\$3,517.75	\$3,517.75
10100	10363	4/22/2024	BRIGHTVIEW LANDSCAPES, LLC	\$3,517.75			
		8872421	3/2024 LAWN MAINT		61700 LAWN MAINTENANCE	\$3,517.75	\$3,517.75
10100	10364	4/22/2024	BRIGHTVIEW LANDSCAPES, LLC	\$3,517.75			
		8872409	4/2024 LAWN MAINT		61700 LAWN MAINTENANCE	\$3,517.75	\$3,517.75
10100	10365	4/22/2024	BRIGHTVIEW LANDSCAPES, LLC	\$3,517.75			
		8872397	2/2024 LAWN MAINT		61700 LAWN MAINTENANCE	\$3,517.75	\$3,517.75
10100	10366	4/24/2024	RAYMAR PLUMBING SERVICES, INC.	\$900.00			
		46756	6912-101 REPLACE RISER		38805 PLUMBING RESERVE	\$900.00	\$900.00
10100	10367	4/24/2024	RAYMAR PLUMBING SERVICES, INC.	\$343.90			
		46770	6984-101 SNAKE LAUNDRY LINE		61200 PLUMBING	\$343.90	\$343.90
10100	10368	4/24/2024	RAYMAR PLUMBING SERVICES, INC.	\$1,489.60			
		46769	4/2024 PREVENTIVE MAINT		61200 PLUMBING	\$1,489.60	\$1,489.60
10100	10369	4/24/2024	LOWE'S PRO SUPPLY	\$60.21			
		89_20240412	MOUSE GLUE TRAPS		53004 MISC MATERIALS	\$60.21	\$60.21
10100	10370	4/24/2024	QUILL CORPORATION	\$255.61			
		38131403	CLEANER/PAPER TOWELS		53006 JANITORIAL SUPPLIES	\$255.61	\$255.61
10100	10371	4/24/2024	FIRST INSURANCE FUNDING	\$17,720.92			
		159_20240422	INSURANCE INSTALLMENT		14100 PREPAID INSURANCE	\$17,720.92	\$17,720.92
10100	10372	4/24/2024	GRAINGER	\$464.91			
		9081377062	BATTERIES, 6VDC		53002 CENTRAL PLANT SUPPLY	\$464.91	\$464.91
10100	10373	4/24/2024	PREMIER POOL MANAGEMENT, INC.	\$9,900.00			
		14347	MAIN POOL LEAK REPAIR		38811 SWIMMING POOL RESERV	\$9,900.00	\$9,900.00
10100	10374	4/24/2024	BJ CONSTRUCTION LLC	\$920.00			
		1037	6924-101 REPLACE BASEBOARDS		60100 DRYWALL REPAIR	\$920.00	\$920.00

10100	10375	4/24/2024 1313	MCKENZIE ENTERPRISES 4/2024 BOILER LICENSE	\$1,050.00	61300 CENTRAL PLANT SRVC	\$1,050.00	\$1,050.00
10100	10376	4/26/2024 26761	EXTERIOR CONCEPTS, INC. 6936/6962/6972 ROOF REPAIRS	\$823.00	60300 ROOFING REPAIR	\$823.00	\$823.00
10100	10377	4/29/2024 1140_20240417	EAST COAST BUILDING SERVICES, LLC WATERPROOFING	\$59,445.00	38804 EXT BLDG. FACADE(R)	\$59,445.00	\$59,445.00
10100	10378	4/29/2024 043-00311 6916	K.C. BUILDERS, INC 6916-101 DRYWALL REPAIRS	\$1,300.00	60100 DRYWALL REPAIR	\$1,300.00	\$1,300.00
10100	10379	4/29/2024 24. 46.HR	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC. 4/14-4/20 PATROL SVC	\$453.09	62600 PATROL SERVICE	\$453.09	\$453.09
10100	10380	4/29/2024 15372349-00	LOWE'S PRO SUPPLY MAGIC ERASER/GLOVES/SCRUBS	\$291.10	53006 JANITORIAL SUPPLIES	\$291.10	\$291.10
Total:				<u>\$329,506.28</u>			

ACCRUED EXPENSE REPORT

HUNTING RIDGE CONDOMINIUM

DATE: April 30, 2024

BUDGET CODE: STANDARD:	AMOUNT	PO#	VENDOR	DESCRIPTION	CODE TOTAL
80100	\$15,479.42		PEPCO	ACCRUED ELECTRIC 4/9-4/30	\$15,479.42
80200	\$15,795.01		WASHINGTON GAS	ACCRUED GAS 4/1-4/30	\$15,795.01
80300	\$17,489.11		WSSC	ACCRUED WATER/SEWER 4/8-4/30	\$17,489.11
					\$0.00
53004	\$1,500.00		LOWES PRO SUPPLY	FENCE POLE	\$1,500.00
53009	\$2,500.00		LOWES PRO SUPPLY		\$2,500.00
61200	\$1,500.00		RAYMAR	6968-101 LEAK IN HALLWAY CEILING	\$1,500.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

25900

TOTAL ACCRUED EXPENSES

\$54,263.54

HUNTING RIDGE CONDOMINIUM
 SUBSIDIARY SAVINGS & INVESTMENT LEDGER
 MARCH 31, 2024

Ledger No.:	0103.10		
Purchase Date:	2/24/2009	Snow Conting	\$ 20,000.00
Maturity Date:	N/A	Operating	\$ 10,135.60
Number:	275816752	Replacement	\$ 29,575.12
Bank:	CABANC		
Type:	MONEY MARKET	Total	\$ 59,710.72
Interest Rate:	0.50		
<hr/>			
Ledger No.:	103.14		
Purchase Date:	02/24/09	Operating	\$ 0.00
Bank:		Replacement	\$ 0.00
Type:	FEDERATED TREASURY OBLIG FUND	Total	\$ 0.00
Interest Rate:			
<hr/>			
Ledger No.:	10321		
Purchase Date:	3/1/2021		
Maturity Date:	N/A		
Number:	275817317.00	Operating	\$ 8,508.52
Bank:	CIT	Replacement	\$ 0.00
Type:	CHOICE CD SWEEP	Total	\$ 8,508.52
Interest Rate:	0.05		
<hr/>			
Ledger No.:	10810		
Purchase Date:	5/1/2015		
Maturity Date:	N/A		
Number:		Operating	\$ 4,794.03
Bank:	ICS	Replacement	\$ 138,891.37
Type:	MONEY MARKET	Total	\$ 143,685.40
Interest Rate:	0.45		
<hr/>			
Ledger No.:	10707		
Purchase Date:	1/31/2020		
Maturity Date:	1/31/2024		
Number:	59013KEW2	Replacement	\$ 0.00
Bank:	MERRICK BANK	Total	\$ 0.00
Type:	CD - FDIC # 34519		
Interest Rate:	Matured		
<hr/>			
Ledger No.:	10305		
Purchase Date:	2/2/2023		
Maturity Date:	2/1/2024		
Number:	1026754514	Replacement	\$ 0.00
Bank:	WEST BANK - CDARS	Total	\$ 0.00
Type:	CD		
Interest Rate:	Matured		
<hr/>			
Ledger No.:	10305		
Purchase Date:	4/27/2023	Operating	\$ 1,197.05
Maturity Date:	4/25/2024	Replacement	\$ 75,000.00
Number:	1027102642	Total	\$ 76,197.05
Bank:	BCB COMMUNITY BANK - CDARS		
Type:	CD		
Interest Rate:	3.65		
<hr/>			
Ledger No.:	10305		
Purchase Date:	4/27/2023	Operating	\$ 1,197.05
Maturity Date:	4/25/2024	Replacement	\$ 75,000.00
Number:	1027103622	Total	\$ 76,197.05
Bank:	BCB COMMUNITY BANK - CDARS		
Type:	CD		
Interest Rate:	3.65		
<hr/>			
Ledger No.:	10305		
Purchase Date:	4/27/2023	Operating	\$ 391.41
Maturity Date:	4/25/2024	Replacement	\$ 75,000.00
Number:	1027101557	Total	\$ 75,391.41
Bank:	BCB COMMUNITY BANK - CDARS		
Type:	CD		
Interest Rate:	3.65		

**HUNTING RIDGE CONDOMINIUM
SUBSIDIARY SAVINGS & INVESTMENT LEDGER
MARCH 31, 2024**

Ledger No:	10305		
Purchase Date:	5/18/2023		
Maturity Date:	5/16/2024	Operating	\$ 1,089.65
Number:	1027202302	Replacement	\$ 75,000.00
Bank	VOLUNTEER STATE BANK- CDARS	Total	\$ 76,089.65
Type	CD		
Interest Rate:	3.85		
<hr/>			
Ledger No:	10305		
Purchase Date:	7/27/2023		
Maturity Date:	7/25/2024	Operating	\$ 1,054.28
Number:	1027534682	Replacement	\$ 75,000.00
Bank	ARVEST BANK - CDARS	Total	\$ 76,054.28
Type	CD		
Interest Rate:	4.75		
<hr/>			
Ledger No:	10739		
Purchase Date:	1/22/2020		
Maturity Date:	1/22/2025		
Number:	866285SM4	Replacement	\$ 75,000.00
Bank	STATE BANK OF INDIA	Total	\$ 75,000.00
Type	CD FDIC # 33682		
Interest Rate:	1.95		
<hr/>			
Ledger No:	10305		
Purchase Date:	2/1/2024		
Maturity Date:	1/30/2025	Operating	\$ 2,935.41
Number:	1028467959	Replacement	\$ 75,000.00
Bank	BANK OF AMERICA - CDARS	Total	\$ 77,935.41
Type	CD		
Interest Rate:	4.75		
<hr/>			
Ledger No:	10305		
Purchase Date:	2/16/2023		
Maturity Date:	2/13/2025	Operating	\$ 2,458.21
Number:	1028804309	Replacement	\$ 75,000.00
Bank	MNB BANK - CDARS	Total	\$ 77,458.21
Type	CD		
Interest Rate:	3.60		
<hr/>			
Ledger No:	10305		
Purchase Date:	2/15/2024		
Maturity Date:	2/13/2025	Operating	\$
Number:	1028553222	Replacement	\$ 75,000.00
Bank	FIVE STAR BANK - CDARS	Total	\$ 75,000.00
Type	CD		
Interest Rate:	4.75		

	Snow Conting.	20,000.00
	Total Operating	33,781.19
	Total Replacement	845,468.49
	TOTAL SAVINGS	\$ 897,227.68

2024	5
2025	4
Total	9
Avg. Interest Rate	2.95

Hunting Ridge Condominium Association, Inc.
Balance Sheet
3/31/2024

Assets

Assets

10100 - CA BANK CHECKING	\$113,530.07
10305 - CDARS CDS	\$610,323.04
10310 - CAB MONEY MARKET	\$59,710.72
10321 - CHOICE CD SWEEP	\$8,508.52
10739 - STATE BANK OF INDIA	\$75,000.00
10810 - CA BANC INVESTMENT	\$143,685.40
12600 - PETTY CASH	\$150.00
13000 - ACCOUNTS RECEIVABLE	\$324,220.51
13100 - ALLOW FOR DOUBTFUL	(\$277,486.77)
14000 - PREPAID EXPENSES	\$9,043.63
14100 - PREPAID INSURANCE	\$230,097.93
14500 - DEFERRED TAX ASSET	\$3,484.00
15100 - REFUND-INCOME TAX	\$9,133.95
15200 - ACCRUED INTEREST	\$1,892.23
16300 - FURNITURE & EQUIP	\$18,626.39
16800 - TRUCK	\$62,092.79
19100 - ACCUM DEPRECIATION	(\$80,719.18)

Assets Total

\$1,311,293.23

Assets Total

\$1,311,293.23

Liabilities and Equity

Liability

20200 - FICA/MEDI TAXES	\$1,414.40
20301 - SOUTH CAROLINA TAXES W/H	\$99.38
20400 - D.C. TAXES W/H	\$318.13
20500 - P/R GARNISHMENT	\$942.05
20700 - IRA CONTRIB. PAYABLE	(\$294.63)
20800 - HSA CONTRIB. PAYABLE	\$1,773.81
21000 - PREPAID ASSESSMENTS	\$107,666.25
23400 - ACCOUNTS PAYABLE	\$59,687.97
24100 - DUE TO RESERVE FUND	\$127,767.00
24200 - DEFERRED CABLE INC	\$12,217.00
24300 - A/P - INSURANCE CLAIMS	(\$96,727.23)
25100 - SECURITY DEP-KEYS	(\$152.00)
25300 - SECURITY DEP-TENNIS	(\$15.00)
25500 - SECURITY DEP-STORAGE	\$4,445.00
25900 - ACCRUED EXPENSES	\$89,817.44

Liability Total

\$308,959.57

Equity

32500 - SNOW CONTINGENCY	\$20,000.00
38801 - ASPHALT RESERVE	\$61,532.33
38802 - CONCRETE RESERVE	\$59,818.98
38803 - ROOF RESERVE	\$671,620.30
38804 - EXT. BLDG. FACADE(R)	(\$233,580.24)
38805 - PLUMBING RESERVE	(\$93,641.78)
38806 - ELECTRICAL RESERVE	\$84,869.14
38807 - DOORS/WIN/RAILING(R)	\$155,501.77
38808 - CARPET/FLOORING(R)	\$4,532.00
38809 - CENTR PLANT EQUIP(R)	\$29,175.11

Hunting Ridge Condominium Association, Inc.

Balance Sheet

3/31/2024

38811 - SWIMMING POOL RESERV	(\$75,678.00)	
38812 - TENNIS COURT RESERVE	\$10,580.50	
38813 - MISC REC FACIL (R)	\$440.55	
38814 - FENCE/SIGN/LANDSC(R)	(\$8,966.32)	
38815 - RETAINING WALL RESER	\$15,479.69	
38816 - MISC. RESERVE	(\$16,123.95)	
38820 - COMMUNITY BLDG (R)	\$17,306.05	
38821 - LANDSCAPING RESERVE	\$0.33	
38822 - ASSOCIATION UNIT (R)	\$83.00	
38826 - TRUCK RESERVE	\$43,276.56	
<u>Equity Total</u>		\$746,226.02
<u>Members' Equity</u>		
39000 - MEMBERS' EQUITY	(\$96,713.95)	
<u>Members' Equity Total</u>		(\$96,713.95)
<u>Retained Earnings</u>		\$416,082.72
<u>Net Income</u>		(\$63,261.13)
<i>Liabilities & Equity Total</i>		\$1,311,293.23

Hunting Ridge Condominium Association, Inc.
Budget Comparison Report
3/1/2024 - 3/31/2024

	3/1/2024 - 3/31/2024			1/1/2024 - 3/31/2024			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
Income							
<u>Income</u>							
40100 - ASSESSMENTS	\$201,031.00	\$201,031.00	\$0.00	\$603,093.00	\$603,093.00	\$0.00	\$2,412,372.00
40303 - LATE FEES (ACCR)	\$630.00	\$683.00	(\$53.00)	\$1,685.00	\$2,049.00	(\$384.00)	\$8,200.00
40400 - RECREATION INCOME	\$900.00	\$375.00	\$525.00	\$1,300.00	\$1,125.00	\$175.00	\$4,500.00
40800 - IN-HOUSE SERVICE INC	\$1,145.00	\$417.00	\$728.00	\$2,040.00	\$1,251.00	\$789.00	\$5,000.00
41010 - INTEREST INCOME	\$101.68	\$2,187.00	(\$2,085.32)	\$4,238.90	\$6,561.00	(\$2,322.10)	\$26,250.00
41500 - OTHER INCOME	\$100.00	\$200.00	(\$100.00)	\$400.00	\$600.00	(\$200.00)	\$2,400.00
41800 - ACCT ADMIN INCOME	\$335.00	\$300.00	\$35.00	\$960.00	\$900.00	\$60.00	\$3,600.00
41900 - NEWS REVIEW REIMB	\$40.00	\$50.00	(\$10.00)	\$130.00	\$150.00	(\$20.00)	\$600.00
42203 - LEGAL INC (ACCR)	\$3,245.25	\$2,000.00	\$1,245.25	\$6,104.25	\$6,000.00	\$104.25	\$24,000.00
42500 - STORAGE BIN INCOME	\$925.00	\$0.00	\$925.00	\$1,000.00	\$3,000.00	(\$2,000.00)	\$3,000.00
42800 - BAD DEBT RECOVERY	\$150.00	\$0.00	\$150.00	\$450.00	\$0.00	\$450.00	\$0.00
43903 - BILLABLE H/O INC (A)	\$790.54	\$0.00	\$790.54	\$3,158.14	\$0.00	\$3,158.14	\$0.00
Total Income	\$209,393.47	\$207,243.00	\$2,150.47	\$624,539.29	\$624,729.00	(\$189.71)	\$2,489,922.00
Total Income	\$209,393.47	\$207,243.00	\$2,150.47	\$624,539.29	\$624,729.00	(\$189.71)	\$2,489,922.00
Expense							
<u>Expense</u>							
50200 - ADMINISTRATIVE STAFF	\$3,751.88	\$3,983.00	\$231.12	\$11,235.64	\$11,949.00	\$713.36	\$47,801.00
50400 - BUILDING ATTENDANTS	\$1,440.00	\$1,625.00	\$185.00	\$4,266.00	\$4,875.00	\$609.00	\$19,500.00
50700 - MAINTENANCE MECHANIC	\$9,800.48	\$9,793.00	(\$7.48)	\$22,878.20	\$29,379.00	\$6,700.80	\$117,520.00
50800 - ENGINEER	\$3,770.56	\$3,986.00	\$195.44	\$11,284.56	\$11,898.00	\$613.44	\$47,590.00
51200 - MISC PERSONNEL	\$0.00	\$333.00	\$333.00	\$0.00	\$999.00	\$999.00	\$4,000.00
51300 - HSA EXPENSE	\$125.00	\$417.00	\$292.00	\$250.00	\$1,251.00	\$1,001.00	\$5,000.00
51400 - HEALTH/DENTAL/LIFE	\$1,758.95	\$2,294.00	\$535.05	\$5,276.85	\$6,882.00	\$1,605.15	\$27,523.00
51500 - PAYROLL EXPENSES	\$1,690.82	\$1,726.00	\$35.18	\$4,834.96	\$5,178.00	\$343.04	\$20,710.00
51700 - UNIFORMS	\$21.50	\$0.00	(\$21.50)	\$21.50	\$0.00	(\$21.50)	\$600.00
51900 - EMPLOYEE CELL PHONE	\$50.00	\$50.00	\$0.00	\$150.00	\$150.00	\$0.00	\$600.00
52000 - IRA CONTRIBUTIONS	\$855.13	\$0.00	(\$855.13)	\$1,427.75	\$300.00	(\$1,127.75)	\$1,200.00
53001 - PLUMBING SUPPLIES	\$350.80	\$150.00	(\$200.80)	\$350.80	\$450.00	\$99.20	\$1,800.00
53002 - CENTRAL PLANT SUPPLY	\$191.75	\$200.00	\$8.25	\$4,138.25	\$600.00	(\$3,538.25)	\$2,400.00
53003 - FIRE EQUIP SUPPLIES	\$0.00	\$40.00	\$40.00	\$0.00	\$120.00	\$120.00	\$480.00
53004 - MISC MATERIALS	\$497.91	\$600.00	\$2.09	(\$30.49)	\$1,500.00	\$1,530.49	\$6,000.00
53006 - JANITORIAL SUPPLIES	\$48.64	\$625.00	\$576.36	\$351.78	\$1,875.00	\$1,523.22	\$7,500.00
53007 - ELECTRICAL SUPPLIES	\$0.00	\$42.00	\$42.00	\$0.00	\$126.00	\$126.00	\$500.00
53008 - EQUIP/TOOL RENTAL	\$0.00	\$25.00	\$25.00	\$0.00	\$75.00	\$75.00	\$300.00
53009 - MAINTEN/HAND TOOLS	\$0.00	\$200.00	\$200.00	\$314.65	\$600.00	\$285.35	\$2,400.00
53010 - GROUNDS SUPPLIES	\$0.00	\$0.00	\$0.00	\$36.80	\$0.00	(\$36.80)	\$0.00
53011 - POOL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
53013 - SIGNS	\$196.93	\$63.00	(\$133.93)	\$196.93	\$189.00	(\$7.93)	\$750.00
53015 - POOL FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
53016 - RECREATION EQUIPMENT	\$723.85	\$63.00	(\$660.85)	\$723.85	\$189.00	(\$534.85)	\$750.00
53017 - SNOW REMOVAL SUPPLY	\$0.00	\$0.00	\$0.00	\$56.98	\$750.00	\$693.02	\$750.00
53018 - IN-HOUSE SRVC SUPPLY	\$0.00	\$500.00	\$500.00	\$585.20	\$1,500.00	\$914.80	\$6,000.00
53020 - GAS/OIL/VEHICLE PRTS	\$804.76	\$417.00	(\$187.76)	\$1,149.46	\$1,251.00	\$101.54	\$5,000.00
60100 - DRYWALL REPAIR	\$3,960.00	\$1,250.00	(\$2,710.00)	\$26,990.00	\$3,750.00	(\$23,240.00)	\$15,000.00
60200 - FLOOR/CARPET EXPENSE	\$1,365.00	\$0.00	(\$1,365.00)	\$1,221.00	\$0.00	(\$1,221.00)	\$0.00

Hunting Ridge Condominium Association, Inc.
Budget Comparison Report
3/1/2024 - 3/31/2024

	3/1/2024 - 3/31/2024			1/1/2024 - 3/31/2024			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
60300 - ROOFING REPAIR	\$475.00	\$625.00	\$150.00	\$1,611.00	\$1,875.00	\$264.00	\$7,500.00
60500 - GLASS REPAIR	\$0.00	\$100.00	\$100.00	\$0.00	\$300.00	\$300.00	\$1,200.00
60600 - FIRE EQUIPMENT SRVC	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00
60900 - ELECTRICAL REPAIR	\$250.00	\$200.00	(\$50.00)	\$2,940.00	\$600.00	(\$2,340.00)	\$2,400.00
61000 - MISCELLANEOUS REPAIR	\$3,835.00	\$300.00	(\$3,535.00)	\$5,038.00	\$900.00	(\$4,138.00)	\$3,600.00
61200 - PLUMBING	\$5,912.19	\$3,165.00	(\$2,747.19)	\$11,835.18	\$9,495.00	(\$2,340.18)	\$37,980.00
61300 - CENTRAL PLANT SRVC	\$2,085.82	\$2,950.00	\$864.18	\$8,194.93	\$8,850.00	\$655.07	\$35,400.00
61400 - JANITORIAL SERVICE	\$7,977.35	\$7,977.00	(\$0.35)	\$23,932.05	\$23,931.00	(\$1.05)	\$95,728.00
61500 - EXTERMINATING	\$568.00	\$1,127.00	\$559.00	\$2,053.25	\$3,381.00	\$1,327.75	\$13,525.00
61600 - TRASH REMOVAL	\$5,145.00	\$5,101.00	(\$44.00)	\$15,435.00	\$15,303.00	(\$132.00)	\$61,212.00
61700 - LAWN MAINTENANCE	\$10,553.25	\$3,518.00	(\$7,035.25)	\$10,553.25	\$10,554.00	\$0.75	\$42,213.00
61800 - LANDSCAPING SERVICE	\$0.00	\$0.00	\$0.00	\$8,900.00	\$0.00	(\$8,900.00)	\$7,500.00
61900 - SNOW REMOVAL SERVICE	\$0.00	\$0.00	\$0.00	\$23,315.72	\$16,000.00	(\$7,315.72)	\$16,000.00
62000 - TREE REMOVAL	\$0.00	\$2,500.00	\$2,500.00	\$289.20	\$2,500.00	\$2,210.80	\$5,000.00
62100 - POOL MANAGEMENT	\$10,966.66	\$0.00	(\$10,966.66)	\$10,966.66	\$0.00	(\$10,966.66)	\$32,000.00
62200 - POOL REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,600.00
62300 - RAILING REPAIR/WELDING	\$0.00	\$200.00	\$200.00	\$1,980.00	\$600.00	(\$1,380.00)	\$2,400.00
62600 - PATROL SERVICE	\$1,812.38	\$1,852.00	\$39.64	\$5,498.92	\$5,556.00	\$57.08	\$22,226.00
62700 - ALARM SERVICE	\$1,527.99	\$1,377.00	(\$150.99)	\$4,683.97	\$4,131.00	(\$552.97)	\$16,524.00
62800 - EQUIPMENT REPAIR	\$0.00	\$200.00	\$200.00	\$0.00	\$600.00	\$600.00	\$2,400.00
63100 - WATERING/IRRIGATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,400.00
63900 - BILLABLE OWNER EXP	\$790.54	\$0.00	(\$790.54)	\$3,083.14	\$0.00	(\$3,083.14)	\$0.00
70100 - BANK CHARGES	\$30.00	\$10.00	(\$20.00)	\$80.00	\$30.00	(\$30.00)	\$120.00
70600 - PRINT/POSTAGE/SUPPL	\$1,877.07	\$583.00	(\$1,294.07)	\$2,973.12	\$1,749.00	(\$1,224.12)	\$7,000.00
70700 - PHONE/MESSAGE SRVC	\$912.29	\$986.00	\$73.71	\$2,746.83	\$2,958.00	\$211.17	\$11,832.00
71000 - OFFICE EQUIPMENT	\$32.41	\$102.00	\$69.59	\$97.23	\$306.00	\$208.77	\$1,224.00
71200 - MISC EXPENSE	\$269.63	\$300.00	\$30.37	\$319.72	\$900.00	\$580.28	\$3,600.00
80100 - ELECTRICITY	\$22,945.04	\$23,215.00	\$269.96	\$70,271.04	\$69,326.00	(\$945.04)	\$321,438.00
80200 - NATURAL GAS	\$50,204.73	\$17,647.00	(\$32,557.73)	\$90,321.15	\$66,453.00	(\$23,868.15)	\$143,955.00
80300 - WATER & SEWER	\$22,094.80	\$23,280.00	\$1,185.20	\$66,330.16	\$67,470.00	\$1,139.84	\$274,562.00
90200 - LEGAL	\$2,678.30	\$1,667.00	(\$1,011.30)	\$8,164.55	\$5,001.00	(\$3,163.55)	\$20,000.00
90300 - AUDIT/TAX RETURNS	\$5,475.60	\$5,500.00	\$24.40	\$5,675.60	\$5,500.00	(\$75.60)	\$5,500.00
90500 - DUES/EDUCATION	\$0.00	\$375.00	\$375.00	\$0.00	\$775.00	\$775.00	\$775.00
90700 - MANAGEMENT FEE	\$8,285.00	\$9,234.00	(\$51.00)	\$24,855.00	\$24,702.00	(\$153.00)	\$98,808.00
90800 - INCOME TAXES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,125.00
90801 - TAXES/LICENSE/REGIST	\$0.00	\$131.00	\$131.00	\$693.00	\$393.00	(\$300.00)	\$1,570.00
91000 - INSURANCE	\$323.00	\$23,210.00	\$22,887.00	\$19,799.92	\$69,630.00	\$49,830.08	\$278,525.00
91600 - PROFESSIONAL SERVICE	\$0.00	\$100.00	\$100.00	\$945.00	\$300.00	(\$645.00)	\$1,200.00
91800 - ACCT ADMIN EXPENSE	\$550.00	\$400.00	(\$150.00)	\$1,045.00	\$1,200.00	\$155.00	\$4,800.00
94000 - INSURANCE CLAIM EXP	\$20,465.18	\$1,667.00	(\$18,798.18)	\$24,265.18	\$5,001.00	(\$19,264.18)	\$20,000.00
94500 - BAD DEBT EXPENSE	\$1,250.00	\$1,250.00	\$0.00	\$3,750.00	\$3,750.00	\$0.00	\$15,000.00
95000 - OPERATING RESERVE	\$0.00	\$444.00	\$444.00	\$0.00	\$1,332.00	\$1,332.00	\$5,333.00
98300 - ROOF RESERVE	\$8,333.00	\$8,333.00	\$0.00	\$24,999.00	\$24,999.00	\$0.00	\$100,000.00
98400 - EXT. BLDG. FACADE(R)	\$16,667.00	\$16,667.00	\$0.00	\$50,001.00	\$50,001.00	\$0.00	\$200,000.00
98500 - PLUMBING RESERVE	\$8,250.00	\$6,250.00	\$0.00	\$18,750.00	\$18,750.00	\$0.00	\$75,000.00
98900 - CENTR PLANT EQUIP(R)	\$8,333.00	\$8,333.00	\$0.00	\$24,999.00	\$24,999.00	\$0.00	\$100,000.00
99110 - SWIMMING POOL RESERV	\$923.00	\$923.00	\$0.00	\$2,769.00	\$2,769.00	\$0.00	\$11,073.00
99260 - TRUCK RESERVE	\$2,083.00	\$2,083.00	\$0.00	\$6,249.00	\$6,249.00	\$0.00	\$25,000.00
Total Expense	\$263,085.17	\$211,144.00	(\$51,941.17)	\$687,800.42	\$648,955.00	(\$38,845.42)	\$2,489,922.00
Total Expense	\$263,085.17	\$211,144.00	(\$51,941.17)	\$687,800.42	\$648,955.00	(\$38,845.42)	\$2,489,922.00
Operating Net Income	(\$53,691.70)	(\$3,901.00)	(\$49,790.70)	(\$63,261.13)	(\$24,226.00)	(\$39,035.13)	\$0.00
Net Income	(\$53,691.70)	(\$3,901.00)	(\$49,790.70)	(\$63,261.13)	(\$24,226.00)	(\$39,035.13)	\$0.00

Hunting Ridge Condominium Association, Inc.
Check Register Report
3/1/2024 - 3/31/2024

Account #	Check #	Check Date	Vendor or Payee Invoice Line Item	Check Amt	Expense Account	Invoice	Paid
10100	10251	3/1/2024	FIRST CITIZENS BANK	\$896.83			
			UATTEND/MICROSOFT365		71000 OFFICE EQUIPMENT	\$32.41	\$32.41
			LUNCH FOR RAYMAR		71200 MISC EXPENSE	\$50.09	\$50.09
			SALT/SAND BUCKETS/SCOOPERS		53017 SNOW REMOVAL SUPPLY	\$56.98	\$56.98
			CAULK		53004 MISC MATERIALS	\$312.65	\$312.65
			TOOL/TAPE/PAINT/BRUSH/BUCKETS		53020 GAS/OIL/VEHICLE PRTS	\$444.70	\$444.70
			1/2024 GASOLINE				
10100	10252	3/1/2024	CONDOMINIUM VENTURE, INC.	\$8,289.00			
		43.32024.MGMT	3/2024 RECORD STORAGE		70600 PRINT/POSTAGE/SUPPL	\$4.00	\$4.00
		43.32024.MGMT	MANAGEMENT FEE		90700 MANAGEMENT FEE	\$8,285.00	\$8,285.00
10100	10253	3/1/2024	CONDOMINIUM VENTURE, INC.	\$964.39			
		43.022024.ADMIN	1/2024 COPY/POSTAGE		70600 PRINT/POSTAGE/SUPPL	\$75.80	\$75.80
		43.022024.ADMIN	1/9-2/5 ANS SVC REIM		70700 PHONE/MESSAGE SRVC	\$108.11	\$108.11
		43.022024.ADMIN	1/19-2/2 P/R REIM		50700 MAINTENANCE MECHANIC	\$142.74	\$142.74
		43.022024.ADMIN	2/2-2/16 P/R REIM		50700 MAINTENANCE MECHANIC	\$142.74	\$142.74
		43.022024.ADMIN	1/2024 ACCT/DEL ADMIN FEES		91800 ACCT ADMIN EXPENSE	\$495.00	\$495.00
10100	10254	3/4/2024	PREMIER POOL MANAGEMENT, INC.	\$5,483.33			
		13691	3/2024 POOL MANAGEMENT		62100 POOL MANAGEMENT	\$5,483.33	\$5,483.33
10100	10255	3/4/2024	SMART BUILDING TECHNOLOGIES, LLC	\$353.82			
		SCHE023806	3/2024 MONITORING		61300 CENTRAL PLANT SRVC	\$353.82	\$353.82
10100	10256	3/4/2024	CLEAN ADVANTAGE CORP.	\$7,977.35			
		2403020	3/2024 CLEANING SVCS		61400 JANITORIAL SERVICE	\$7,977.35	\$7,977.35
10100	10257	3/4/2024	PACIFIC TELEMAGEMENT SERVICE	\$46.00			
		1125422	3/2024 POOL PHONE		70700 PHONE/MESSAGE SRVC	\$46.00	\$46.00
10100	10258	3/4/2024	PREMIER POOL MANAGEMENT, INC.	\$34,975.00			
		13854	MAIN/WADING POOL PLASTER		38811 SWIMMING POOL RESERV	\$34,975.00	\$34,975.00
10100	10259	3/4/2024	K.C. BUILDERS, INC	\$500.00			
		043-00156 6952 UNIT 200	6952-200 ATTACH SHELVES/PATCH HOLES		61000 MISCELLANEOUS REPAIR	\$500.00	\$500.00
10100	10260	3/4/2024	K.C. BUILDERS, INC	\$1,300.00			
		043-00155 6918 UNIT 100	6918-100 DRYWALL REPAIR		60100 DRYWALL REPAIR	\$1,300.00	\$1,300.00
10100	10261	3/4/2024	PREMIER POOL MANAGEMENT, INC.	\$693.00			
		1445_20240229	2024 POOL PERMIT		90801 TAXES/LICENSE/REGIST	\$693.00	\$693.00

10100	10262	3/4/2024 24. 22.HR	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC. 2/18-2/24 PATROL SVC	\$504.40	62600 PATROL SERVICE	\$504.40	\$504.40
10100	On-Line	3/6/2024	PEPCO 1/11-2/11 ELECTRIC	\$24,516.70	80100 ELECTRICITY	\$24,516.70	\$24,516.70
10100	10263	3/6/2024	CITY OF GREENBELT - DEPT OF PLANNING & DEVELOPMENT ALARM REGISTRATION	\$100.00	62700 ALARM SERVICE	\$100.00	\$100.00
10100	10264	3/6/2024	CS&CO FBO HUNTING RIDGE IRA CONTRIBUTION- BERGLING IRA CONTRIBUTION - HYDE	\$271.77	20700 IRA CONTRIB. PAYABLE 20700 IRA CONTRIB. PAYABLE	\$117.06 \$154.71	\$117.06 \$154.71
10100	10265	3/6/2024 24030626	ARC WATER TREATMENT CO 3/2024 WATER TREATMENT SVC	\$370.00	61300 CENTRAL PLANT SRVC	\$370.00	\$370.00
10100	10266	3/6/2024 511393	NAC MECHANICAL SERVICES 3/2024 SVC CONTRACT	\$312.00	61300 CENTRAL PLANT SRVC	\$312.00	\$312.00
10100	10267	3/6/2024 105714	MOBILE VIDEO GUARD 4/2024 SECURITY CAMERAS	\$1,527.99	62700 ALARM SERVICE	\$1,527.99	\$1,527.99
10100	10268	3/6/2024 2852	J&S PROFESSIONAL REFUSE 2/2024 TRASH/RECYCLING	\$5,145.00	61600 TRASH REMOVAL	\$5,145.00	\$5,145.00
10100	10269	3/6/2024 34366	CAMERON MERICLE, P.A. 2/2024 LEGAL SVCS	\$3,497.75	90200 LEGAL	\$3,497.75	\$3,497.75
10100	10270	3/6/2024 144_20240304	ECONOMY PEST CONTROL, INC. PICK UP BAIT STATIONS	\$420.00	61500 EXTERMINATING	\$420.00	\$420.00
10100	10271	3/6/2024 9025867087	GRAINGER PISTON AIR COMPRESSOR	\$1,742.14	53002 CENTRAL PLANT SUPPLY	\$1,742.14	\$1,742.14
10100	10272	3/6/2024 9023444673	GRAINGER PISTON AIR COMPRESSOR	\$1,742.14	53002 CENTRAL PLANT SUPPLY	\$1,742.14	\$1,742.14
10100	10273	3/6/2024 1035	BJ CONSTRUCTION LLC 6946-100 DRYWALL RPR/MOLD REMOVAL	\$1,500.00	60100 DRYWALL REPAIR	\$1,500.00	\$1,500.00
10100	10274	3/6/2024 1034	BJ CONSTRUCTION LLC 6946-100 BATHROOM DRYWALL	\$2,980.00	60100 DRYWALL REPAIR	\$2,980.00	\$2,980.00
10100	10275	3/6/2024 1033	BJ CONSTRUCTION LLC 6946-200 BATHRM/CLOSET DRYWALL	\$1,400.00	60100 DRYWALL REPAIR	\$1,400.00	\$1,400.00
10100	10276	3/8/2024 24. 25.HR	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC. 2/25-3/2 PATROL SVC	\$453.09	62600 PATROL SERVICE	\$453.09	\$453.09
10100	10277	3/8/2024 3993	STRUCTURAL SOLUTIONS INC WATER INFILTRATION MANAGED REPAIR	\$24,127.50	38804 EXT.BLDG. FACADE(R)	\$24,127.50	\$24,127.50
10100	10278	3/8/2024 24-124	MSD PROPERTY SERVICES, INC 1/19 SNOW REMOVAL	\$10,789.50	61900 SNOW REMOVAL SERVICE	\$10,789.50	\$10,789.50
10100	10279	3/8/2024 118127	NAC MECHANICAL SERVICES MAINTENANCE MATERIALS	\$1,037.47	61300 CENTRAL PLANT SRVC	\$1,037.47	\$1,037.47
10100	On-Line	3/11/2024	KELLY & ASSOCIATES INS. GROUP	\$1,819.63			

			4/2024 HEALTH/LIFE/DENTAL		51400 HEALTH/DENTAL/LIFE	\$1,819.63	\$1,819.63
10100	10280	3/11/2024	RAYMAR PLUMBING SERVICES, INC.	\$4,216.55			
		46623	6972-101 REPLACE PIPES/FITTINGS		38805 PLUMBING RESERVE	\$4,216.55	\$4,216.55
10100	10281	3/11/2024	RAYMAR PLUMBING SERVICES, INC.	\$880.98			
		46622	6982 RESTOCK SUPPLIES		61200 PLUMBING	\$880.98	\$880.98
10100	10282	3/11/2024	RAYMAR PLUMBING SERVICES, INC.	\$2,062.02			
		46604	6946 RPLC PIPE ON RISER		38805 PLUMBING RESERVE	\$2,062.02	\$2,062.02
10100	10283	3/11/2024	SOUTHDATA, INC.	\$25.72			
		994178891_20240229	COUPON BOOKS (3)		70600 PRINT/POSTAGE/SUPPL	\$25.72	\$25.72
10100	On-Line	3/12/2024	W S S C	\$22,094.80			
			1/10-2/9 WATER/SEWER		80300 WATER & SEWER	\$22,094.80	\$22,094.80
10100	On-Line	3/12/2024	WASHINGTON GAS	\$45,851.11			
			12/1-12/31 GAS		80200 NATURAL GAS	\$19,673.42	\$19,673.42
			1/1-1/31 GAS		80200 NATURAL GAS	\$26,177.69	\$26,177.69
10100	10284	3/13/2024	J. DAVID MULLINIX & SONS	\$495.36			
		CD39036	STARTER		53020 GAS/OIL/VEHICLE PRTS	\$495.36	\$495.36
10100	10285	3/13/2024	RAYMAR PLUMBING SERVICES, INC.	\$47,213.08			
		46631	6912 REPLACE STEEL HEATING/SUPPLY LINES		38805 PLUMBING RESERVE	\$47,213.08	\$47,213.08
10100	10286	3/13/2024	RAYMAR PLUMBING SERVICES, INC.	\$1,802.80			
		46627	2/2024 PREVENTIVE MAINT		61200 PLUMBING	\$1,802.80	\$1,802.80
10100	10287	3/13/2024	RAYMAR PLUMBING SERVICES, INC.	\$790.54			
		46612	6954-301 REPLACE ANGLE STOP		63900 BILLABLE OWNER EXP	\$790.54	\$790.54
10100	10288	3/13/2024	HD SUPPLY	\$239.75			
		9222964666	WATERPROOF SHOE COVERS		53004 MISC MATERIALS	\$84.19	\$84.19
		9222964666	FIBERGLASS FILTERS		53002 CENTRAL PLANT SUPPLY	\$155.56	\$155.56
10100	10289	3/13/2024	HD SUPPLY	\$118.22			
		9222928650	BATTERIES/GLOVES		53004 MISC MATERIALS	\$118.22	\$118.22
10100	10290	3/14/2024	GOLDKLANG GROUP CPAS, PC	\$5,075.60			
		117926	2023 AUDIT		90300 AUDIT/TAX RETURNS	\$5,075.60	\$5,075.60
10100	10291	3/14/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			
		24. 28.HR	3/3-3/9 PATROL SVC		62600 PATROL SERVICE	\$453.09	\$453.09
10100	10292	3/15/2024	FIRST CITIZENS BANK	\$2,624.51			
			AMAZON RETURN		53016 RECREATION EQUIPMENT	(\$2.04)	(\$2.04)
			RETURN MICROPHONE		53016 RECREATION EQUIPMENT	(\$5.37)	(\$5.37)
			SURVEILLANCE SIGN		53013 SIGNS	\$14.72	\$14.72
			ID BADGE- HUNDLEY		51700 UNIFORMS	\$21.50	\$21.50
			UATTEND/MICROSOFT 365		71000 OFFICE EQUIPMENT	\$32.41	\$32.41
			MOLD CLEANER		53006 JANITORIAL SUPPLIES	\$48.64	\$48.64
			LUNCH/DRINKS FOR RAYMAR		71200 MISC EXPENSE	\$69.63	\$69.63

			2/22 GASOLINE		53020 GAS/OIL/VEHICLE PRTS	\$109.40	\$109.40
			WORKLIGHT/DRAIN OPENER/DEODORIZOR		53004 MISC MATERIALS	\$205.41	\$205.41
			TAPE/FAUCETS		53001 PLUMBING SUPPLIES	\$350.80	\$350.80
			REFRIGERATOR MAGNETS		70600 PRINT/POSTAGE/SUPPL	\$480.15	\$480.15
			2/26 PEST CONTROL		61500 EXTERMINATING	\$568.00	\$568.00
			SPKERS/CAMERAS/MICROPHN/HRD DRVE		53016 RECREATION EQUIPMENT	\$731.26	\$731.26
10100	10293	3/15/2024	K.C. BUILDERS, INC	\$1,320.00			
		043-00196 6952 UNIT 201	6952-201 DRYWALL REPAIR		60100 DRYWALL REPAIR	\$1,320.00	\$1,320.00
10100	10294	3/15/2024	K.C. BUILDERS, INC	\$1,320.00			
		043-00197 6972 UNIT 101	6972-101 DRYWALL REPAIR		60100 DRYWALL REPAIR	\$1,320.00	\$1,320.00
10100	10295	3/15/2024	K.C. BUILDERS, INC	\$1,320.00			
		043-00198 6946 UNIT 101	6946-101 DRYWALL REPAIR		60100 DRYWALL REPAIR	\$1,320.00	\$1,320.00
10100	10296	3/15/2024	HD SUPPLY	\$182.21			
		9224021374	GYM HOURS SIGN		53013 SIGNS	\$182.21	\$182.21
10100	10297	3/15/2024	RAYMAR PLUMBING SERVICES, INC.	\$915.54			
		46646	6945-101 SNAKE LAUNDRY LINE/RPLC PIPE		61200 PLUMBING	\$915.54	\$915.54
10100	10298	3/15/2024	VERIZON	\$636.39			
		650-026-912-0001-61_20240306	3/7-4/6 INTERNET/TV/PHONE		70700 PHONE/MESSAGE SRVC	\$636.39	\$636.39
10100	10299	3/18/2024	MISSY DODD	\$2,490.00			
			FABRIC/REUPOLSTER 2 COUCHES		38820 COMMUNITY BLDG (R)	\$2,490.00	\$2,490.00
10100	On-Line	3/19/2024	COMCAST	\$164.32			
			3/3-4/2 BUSINESS INTERNET		70700 PHONE/MESSAGE SRVC	\$164.32	\$164.32
10100	10300	3/21/2024	CINCINNATI INSURANCE COMPANIES	\$323.00			
		1000592992_20240314	3/2024 COMM ASSN PILLAR		91000 INSURANCE	\$323.00	\$323.00
10100	10301	3/21/2024	J&S PROFESSIONAL REFUSE	\$5,145.00			
		2870	3/2024 TRASH/RECYCLING		61600 TRASH REMOVAL	\$5,145.00	\$5,145.00
10100	10302	3/21/2024	ATLAS INTERNATL SECURITY & INVESTIGATIVE SERVICES, INC.	\$453.09			
		24.31.HR	3/10-3/16/24 PATROL		62600 PATROL SERVICE	\$453.09	\$453.09
10100	10303	3/21/2024	HARFORD MUTUAL	\$348.00			
		309884 3/13/24	3/24 COM PKG POL/AUTO INS		14100 PREPAID INSURANCE	\$348.00	\$348.00
10100	10304	3/21/2024	GREG'S CONSTRUCTION	\$1,365.00			
		1548	6930 ELECT. BOX/STORAGE RM		61000 MISCELLANEOUS REPAIR	\$1,365.00	\$1,365.00
10100	10305	3/25/2024	PREMIER POOL MANAGEMENT, INC.	\$34,975.00			
		13997	MAIN/WADING POOL PLASTER BALANCE		38811 SWIMMING POOL RESERV	\$34,975.00	\$34,975.00
10100	10306	3/25/2024	MCKENZIE ENTERPRISES	\$1,050.00			
		1309	3/24 BOILER LICENSE		61300 CENTRAL PLANT SRVC	\$1,050.00	\$1,050.00
10100	10307	3/25/2024	CLEAN ADVANTAGE CORP.	\$7,977.35			
		2404020	4/24 JANITORIAL SVC		61400 JANITORIAL SERVICE	\$7,977.35	\$7,977.35

10100	10308	3/25/2024 1549	GREG'S CONTRUCTION 6998 ELECT. BOX/STORAGE RM	\$2,470.00	61000 MISCELLANEOUS REPAIR	\$2,470.00	\$2,470.00
10100	10309	3/25/2024 103035-REISSUE	MOBILE VIDEO GUARD 8/2023 SECURITY CAMERA BALANCE	\$388.09	62700 ALARM SERVICE	\$388.09	\$388.09
10100	10310	3/25/2024 159_20240321	FIRST INSURANCE FUNDING 3/2024 INSURANCE INSTALLMENT	\$17,520.92	14100 PREPAID INSURANCE	\$17,520.92	\$17,520.92
10100	10311	3/27/2024 2189	SERVPRO OF GREENBELT NE 6954 WATER RESTORATION	\$15,108.23	94000 INSURANCE CLAIM EXP	\$15,108.23	\$15,108.23
10100	10312	3/27/2024 37702923	QUILL CORPORATION FOLDING TABLE	\$90.09	53004 MISC MATERIALS	\$90.09	\$90.09
10100	10313	3/27/2024 994191209	SOUTHDATA, INC. 2024 ANNUAL MEETING NOTICE	\$980.01	70600 PRINT/POSTAGE/SUPPL	\$980.01	\$980.01
Total:				<u>\$376,222.17</u>			

ACCRUED EXPENSE REPORT

HUNTING RIDGE CONDOMINIUM

DATE: March 31, 2024

BUDGET CODE: STANDARD:	AMOUNT	PO#	VENDOR	DESCRIPTION	CODE TOTAL
80100	\$15,491.89		PEPCO	ACCRUED ELECTRIC 3/11-3/31	\$15,491.89
80200	\$21,922.79		WASHINGTON GAS	ACCRUED GAS 3/1-3/31	\$21,922.79
80300	\$36,349.51		WSSC	ACCRUED WATER/SEWER 2/9-3/31	\$36,349.51
					\$0.00
53004	\$1,500.00		LOWES PRO SUPPLY	FENCE POLE	\$1,500.00
53009	\$2,500.00		LOWES PRO SUPPLY		\$2,500.00
61200	\$1,500.00		RAYMAR	6968-101 LEAK IN HALLWAY CEILING	\$1,500.00
61700	\$10,553.25		BRIGHTVIEW	JAN-MARCH LAWN MAINT	\$10,553.25
					\$0.00
					\$0.00
					\$0.00
					\$0.00

25900

TOTAL ACCRUED EXPENSES

\$89,817.44

Design Document
Hunting Ridge Condominium Association

This document is not applicable for this association.

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Important Owner Notices
Hunting Ridge Condominium Association

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.



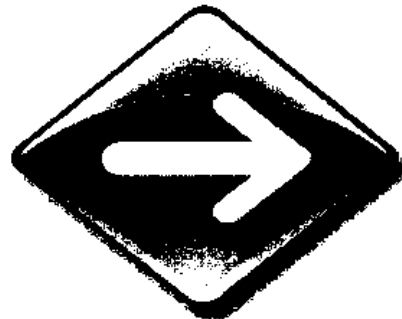
6914 Hanover Parkway
Greenbelt, MD 20770
301-345-1777
301-345-6001 (fax)

**PARKING PERMITS MUST BE
TRANSFERRED FROM SELLER TO
PURCHASER AT SETTLEMENT**

**IF THIS DOES NOT OCCUR, NEW
OWNERS MUST PAY A SUBSTANTIAL
FEE FOR A REPLACEMENT PERMIT**

**ALL PARKING SPACES IN THE HUNTING RIDGE
PARKING LOT REQUIRE A PERMIT DURING
DESIGNATED TOWING ENFORCEMENT HOURS.**

Note: Please see the following page under the PARKING section for more information regarding parking in the community. Also, a copy of the Rules and Regulations for Hunting Ridge are provided in this package for you.



HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.
t/a HUNTING RIDGE CLUB
c/o CVI
6300 Woodside Court, Suite 10
Columbia, MD 21046-3212
301-596-2600

CVI
8:30 AM - 4:30 PM
Monday - Friday

On-Site Office:
6914 Hanover Parkway
(301) 345-1777
Monday - Friday 8:00 AM - 4:30 PM
Gym Hours:
Monday - Friday 8:00 AM - 4:30 PM
M, T, Th - 6:00 PM - 9:00 PM
Sunday - 12:00 PM - 5:00 PM
Fax: 301-345-6001
E-mail: huntingridgecondo@comcast.net

EMERGENCY 24 hours - 301-596-2086

Such as fire (after calling Fire Dept. - 911), flood and sewer backups. If the mechanic finds that the problem involves an item that is a maintenance responsibility of the homeowner, the homeowner will be responsible for the costs of the call. If the problem involves the homeowner's plumbing and a plumber is required, the homeowner will be responsible for the plumber's charges as well. Service performed by the Hunting Ridge Maintenance Mechanics that are determined to be a homeowner's responsibility are charged to the homeowner according to the current in-house service rates. Please see the in-house chart for more details.

AIR HANDLER

Homeowner responsibility. The filter should be changed every season. Condensate drain lines should be cleaned using hot water in May of each year. The pan under the air handler can deteriorate over time and is a homeowner responsibility to replace. Air handler life expectancy is 15-25 years. If you have an original unit you are past your expected air handler life.

APPLIANCES

Homeowner responsibility. See neighbor or yellow pages for a recommended repair company. Some services are available under in-house maintenance by calling the on-site office for an appointment. There is a charge for these services.

BALCONIES/PATIOS

These are limited common elements reserved for the exclusive use of the owner of the home. The patio area inside the fenced area by your patio must be maintained by the owner. The Association inspects balconies and patios to insure owners are abiding by the regulations restricting storage of items. See Articles VII and VIII of the Rules and Regulations of Hunting Ridge.

BIKE ROOMS

Located in each building. Resident must complete a form with the on-site office and own a bike to obtain a key to the bike room. Only bikes and bike accessories may be stored in the bike room. All other storage items will be discarded without notice.

BOARD MEETINGS

Open to all owners. Held in the clubhouse. A schedule of upcoming meetings is mailed annually to all homeowners and is found on www.huntingridgecondos.com. The meetings are typically held on the 4th Wednesday at 7:30 P.M., unless otherwise stated.

CABLE TV

Contact Comcast for details - 301-731-9826 for sales; 301-499-1980 for service.
Contact Verizon at www.verizon.com for more information on availability, sales and service visits.
Contact Direct TV at 1-800-370-3587. *Review Association rules regarding installation of satellite dishes prior to installment.*

CAR WASH

Contact the on-site office at (301) 345-1777 to obtain the key. There is a \$25.00 charge for the car wash key. The car wash is for use by residents only to wash their personal vehicle, and is not intended for any other use. In order to use the car wash, residents must supply their own hose and nozzle.

CARPETING

Homeowner responsibility in the home. The association is responsible for building hallway carpeting. Replacement is performed on a schedule as budgeted.

DOORS (home entry doors)

Homeowner responsibility to repair and replace, but the association's responsibility to paint. Painting is done on a schedule as budgeted.

ELECTRIC

Electric is a common expense that is included in your condominium fee. In order to help keep electric bills down, please use electric during the mid-peak and off-peak periods as much as possible.

PEAK PERIODS

Monday-Friday
12 Noon – 8 PM

MID-PEAK PERIODS

Monday-Friday
8 AM- 12 Noon
8PM - Midnight

OFF-PEAK PERIODS

Monday-Friday
Midnight – 8 AM
Weekends & Holidays 24 hour

EXTERMINATING

Free service available 1st and 3rd Saturday of the month. Call Economy Pest, 301-261-8388, directly to schedule an appointment.

GATE

A pass card to access the gate between The Hanover Apartments and Hunting Ridge Condominium is available for a fee of \$10.00. Contact the on-site office at 301-345-1777 for details.

GLASS

Homeowner responsibility except for building common hallway glass.

HALLS

Cleaning is done by the Hunting Ridge staff, Monday through Friday, excluding holidays, and follows a schedule for both daily and long term cleaning.

HEATING/AIR CONDITIONING

Provided by central plant. Only one service can be provided at any given time. Turn on and turn off dates are determined each season (notices indicating change dates are posted) based on past history. Filters are available at the on-site office for a fee. The shut off valves isolating your air handler from the central system are the individual owner's responsibility to replace.

IN-HOUSE MAINTENANCE

The association provides some services to homeowners for maintenance items that are the homeowner's responsibility for a maintenance fee. Contact the on-site office at 301-345-1777 for details. The current price sheet is included in the welcome kit.

INSURANCE

The condominium maintains a master casualty and liability insurance policy. HMS (1-800-356-6563) is the insurance agent. Homeowners should also contact their insurance agent about covering the master policy deductible, their personal property, including furniture, clothes, food, glass, property improvements and upgrades. The first \$5,000 of any covered claim is passed through to the owner of the home where the claim originates. You can insure this on your personal homeowner's policy, so be sure to talk to your agent. Those in ground floor homes should consider purchasing sewer backup coverage. Homeowners should also consider additional living expenses and loss assessment coverage.

KEYS

No keys to any homes are provided by the association. A new mailbox lock/key can be provided through in-house service for a fee. Also see "Locks".

LAWN CARE

A sub-contracted service providing a comprehensive schedule of maintenance as permitted by the budget.

LEAKS

Leaks originating from within a home are a homeowner's responsibility to repair. Be sure toilet seals are replaced and tubs are caulked as needed. Some of these items can be serviced by the maintenance staff for free. Common pipe leaks are the association's responsibility.

LOCKS

Homeowner responsibility to repair and replace. Hunting Ridge provides a lock out service to residents who have a key on file with the on-site office. Service is only provided to owners and residents on record. The fee for the service is \$65.00 from 4:30 pm to 8:00 am and 24 hours a day on days the Hunting Ridge on-site office is closed. During regular office hours, owners can pick up their key from the office to access their home at no charge.

OUTDOOR CHARCOAL/GAS/ELECTRIC GRILLS

These grills are not allowed on any patio/balcony due to the fire hazards they present. Please use the common area grills for outdoor grilling.

PARKING

ALL PARKING SPACES IN THE HUNTING RIDGE PARKING LOT REQUIRE A PERMIT DURING DESIGNATED TOWING ENFORCEMENT HOURS. The areas marked Permit "A" require a "Permit A" permit from 7 PM TO 7 AM MONDAY THROUGH FRIDAY AND 24 HOURS A DAY ON SATURDAY, SUNDAY AND HOLIDAYS. All unmarked parking spaces require a Permit "A" or a "Parking Permit" from 1 AM TO 7 AM SEVEN DAYS A WEEK. There are designated spaces that are marked with a GREEN line and require either a "Permit A permit" or a Special Green Permit to be used 24 hours a day.

ONE "Permit A permit" and TWO "Parking Permits" are issued to each home, and can be used on any of your vehicles. Permits will only be issued to either resident owners or to tenants with a release from the owner, a current lease addendum on file and a current City of Greenbelt Rental License on file. In addition, there must be no outstanding maintenance violations on the home in order for an owner to receive and retain valid permits. **ALL THREE PARKING PERMITS MUST BE TRANSFERRED FROM SELLER TO PURCHASER AT SETTLEMENT. IF THIS DOES NOT OCCUR, OWNER MUST PAY A SUBSTANTIAL FEE FOR A REPLACEMENT PERMIT.**

If lost, permits may be replaced at a substantial fee as long as account with association is current and only after the Board designee approves the replacement. Any vehicle that parks in any parking space without displaying a current Hunting Ridge permit AND if the complete permit number is not visible during tow hours will be subject to towing at the vehicle owner's expense without warning or notification. If you are towed call Drive Towing at (301) 585-8808. The association does not reimburse for towing charges. Please refer to Article XI of the enclosed Rules and Regulations for all the Parking Rules, including commercial vehicles, repairs, etc.

PARTY ROOM RENTALS

The party room in the clubhouse is available for rental for Hunting Ridge residents only. Please contact the on-site office at 301-345-1777 for details and availability.

PLUMBING

Leaky faucets and toilets should be repaired by homeowners to save on water usage. Some of these items can be serviced by maintenance for a fee.

POOL & TENNIS COURTS

Contact the on-site office at 301-345-1777 to obtain passes and lock combination for the tennis court.

RENTALS

The City of Greenbelt Planning and Community Development office reminds owners that all residential rental homes within the city limits are required to be licensed and inspected annually. If you have not yet obtained a license, or you have any questions, please call 301-345-5417. In addition, you must provide the on-site office with a copy of the lease, City of Greenbelt Rental License and execute a lease addendum. The lease should state that the Tenant agrees to abide by the association's Rules & Regulations. Please review the unit occupancy restrictions prior to renting your unit. Notify CVI of proper non-resident address for mailings, coupons, etc.

RULES & REGULATIONS

If you choose to use the in-house rules enforcement process, rule violations must be reported in writing to the Board of Directors, c/o CVI, 6300 Woodside Court, Suite 10, Columbia, MD 21046-3212. Violations are enforceable by fines, loss of common area privileges or legal action. Maintenance violations not corrected by the owner can be repaired by the condominium with all administrative, material and labor costs charged to the owner. Some complaints may be handled by the City of Greenbelt, the police or by Prince George's County. Residents may want to seek help from their local government before implementing the association's rules enforcement process. A hard copy of the complete set of documents can be purchased from CVI for a fee.

SCREENS

Owner responsibility. Most hardware stores can help you. Screens are available for purchase from the on-site office and can be replaced under in-house maintenance for a fee.

SNOW SERVICES

Work does not usually commence until snow has ceased falling. Level of service is determined by budget.

STORAGE BINS

If you do not have a bin but would like one, contact the Hunting Ridge on-site office at 301-345-1777 to check on the availability of renting a bin. There are 170 bins and 362 homes. Residents may rent only one bin.

STORAGE ROOMS/BINS

For use by residents at their own risk. No flammable items are allowed. Rooms must be kept neat for fire safety. Items must be stacked at least 18" below the sprinklers. The Association is not responsible for the owner's property.

TELEPHONE

The area that may be needed to have your phone system repaired is in a locked room. For access, you need to contact the on-site office at 301-345-1777 between the hours of 8:00 AM and 4:30 PM, Monday through Friday to arrange for your contractor to sign out a key. The contractor work badge is left with the office until the key is returned. This cannot be done on the weekends or holidays, so please be sure to plan in advance.

TRASH COLLECTION

A sub-contracted service, every day except Sunday and holidays. Place all trash in dumpsters inside of dumpster enclosures. Newspapers, glass and aluminum are recycled. Please use the proper co-mingled recycling containers. Bulk items such as furniture, appliances, cabinets, carpeting, etc. are the responsibility of the homeowner. Do not place bulk items at trash enclosure. Owners should have contractor remove from property as part of their contracted work.

TUB CAULKING

Homeowner responsibility. Should be caulked about every three months. See leaks. This service can be provided under in-house maintenance for a fee.

COMMUNITY ASSOCIATIONS offer choices, lifestyles, amenities, services and efficiencies that people value. More than 54 million Americans choose to live in condominium and homeowner associations, cooperatives and other planned communities.

For many, a condominium or planned community can be the most affordable way to own a home. Others are drawn to the architectural uniformity of the neighborhood or the landscaping. Still others are attracted by recreational amenities and social opportunities.

Many community associations offer services and amenities that most Americans cannot afford on their own—swimming pools, tennis courts, playgrounds, lakes and ponds, professional security, even golf courses. These communities also provide some degree of protection against neighborhood degradation and deterioration—cars on elder blocks, dilapidated homes or yards that are not maintained.

But with all of their inherent advantages, community associations occasionally face complicated issues, none more common than the challenge of balancing the best interests of the community as a whole with the preferences of individual residents. Issues often arise because of unrealistic expectations, misinformation and misunderstanding.

You can help ensure a more positive and fulfilling community experience by learning all you can about a community before you buy a home.

WHAT IS A COMMUNITY ASSOCIATION?

A community association may have any number of names, including homeowners association, property owners association, condominium association, cooperative, council of homeowners and common interest development. While there can be substantive differences among these types, the fundamental responsibility of an association is to preserve the nature of the

community and protect the value of the property owned by members. In all cases, the association is likely administered by a board of directors—volunteer homeowners elected by their fellow residents to set policy. Larger communities typically hire full-time, on-site managers. Others contract with management firms for selected services, such as financial management and maintenance, for example. Smaller associations with more limited budgets often rely on resident volunteers for all management and oversight. One volunteer might handle bookkeeping, another might oversee landscaping, and still another may manage the pool.

Whether a community is self-managed or able to hire professional management services, homeowner involvement is essential.

ASSESSMENTS: YOUR FAIR SHARE

Before buying a home in an association-governed community, you should examine the association budget carefully because it sets the level of assessments and services. Collected monthly, quarterly or annually, assessments are not voluntary. They are mandatory homeowner dues that must be paid by the association can take legal action, such as placing a lien against your property, an action that can lead in rare cases to foreclosure. More importantly, as a member of that community, it is your obligation to pay your fair share of the costs.

Determine what the assessment covers and what it does not cover. Assessments typically cover expenses for items such as maintenance of common areas, trash collection, snow removal, private streets, recreational facilities and other amenities. In some communities, assessments cover exterior or maintenance to units.

Determine if the budget includes a reserve fund for major expenditures. Most communities will require large expenditures at some time—roads

replaced or private roads and parking areas resurfaced, for example. If there is no reserve fund, the association will likely have to impose special assessments when major projects become necessary—and that can be an expensive and unanticipated financial burden.

MANAGING YOUR EXPECTATIONS

You've identified your ideal home. You've done your homework. You're ready to buy. But there's one more thing on your checklist: Resolve to manage your own expectations. Like any endeavor or involving people, community association living is not utopia. With all their inherent advantages, community associations are not unlike any human enterprise. Judgments are subjective and subject to change. Decisions are not always met with unanimous approval. Mistakes are made.

As you ponder your own expectations, remember that some personalities are not suited for community association living. Some people bristle when faced with rules and regulations that must be enforced to maintain established community standards. Ask yourself if you're likely to have buyer's remorse the first time you run up against a rule you don't like.

Be sure to ask the most important questions: Is it the right kind of community for you and your family? Does it fit your lifestyle and sense of community?

Does it provide the amenities you want—a community pool, recreational opportunities, attractive common grounds, ample parking and proximity to schools? Is it a good investment?

Finally, once you're in your home, make the decision to get involved in your community.

Attend board meetings, serve on a committee or even seek a seat on the association board. It's your community, your investment and your house!



SPECIAL ISSUES & CIRCUMSTANCES

QUESTIONS YOU SHOULD ASK

NEWLY DEVELOPED COMMUNITIES

Determine not only when but also how the developer plans to transition control of the community to homeowners.

RESALE

Consult a community association manager or association officer to determine if there are unresolved issues pertaining to that property, delinquent assessments or unapproved architectural changes, for example.

BUYING TO RENT

Examine the CC&Rs with respect to regulations affecting rentals. Remember, it will be your responsibility to educate your renters and ensure they abide by the association's rules.

CONDOMINIUM

CONVERSIONS

You need to be especially diligent to make sure you know exactly what you're buying: Appearances can be misleading. Old buildings are old buildings. A snappy refurbished lobby does not necessarily mean that the heating system, elevators and roof aren't due for expensive overhauls.

At a minimum, you should be able to answer the following questions before you buy a home in a community association:

- How much are the assessments, and when are payments due?
- What do the assessments cover?
- What is not covered and, thus, what are your individual responsibilities as a homeowner?
- What procedures are in place to collect delinquent assessments?
- How often can assessments increase and by how much?
- What is the annual budget and how does it compare to similar communities?
- Does the community have a video reserve to fund major, long-term maintenance and repairs?
- Have special assessments been levied by the association on homeowners? If so, for how much and for what purpose?
- Are there restrictions on renting property?
- Do the architectural guidelines suit your preferences?
- Is the community age-restricted? If so, what is the policy on underage residents?
- Are there significant issues between homeowners and the elected board?
- What are the rules with respect to pets, flags, gut-side antennas, satellite dishes, clubhouses, tennis, patios, parking and home businesses?
- Are board meetings open to all residents?

ADDITIONAL RESOURCES

Go to www.caonline.org for even more detailed information about association-governed communities. Our free homeowner education course manual, *An Introduction to Community Association Living*, can be accessed at www.caonline.org/about/education.cfm.

While on the website, you may also want to review CAI's *Rights and Responsibilities for Better Communities*, a series of 42 principles and practices designed to help association-governed communities promote harmony, enhance communication and reduce the potential for conflict. For more information, go to www.caonline.org/rightsandresponsibilities/index.cfm.

CAI: AMERICA'S ADVOCATE FOR RESPONSIBLE COMMUNITIES

Community Associations Institute is a national organization dedicated to fostering vibrant, responsive, competitive community associations. Founded in 1973, CAI provides education and resources to association-governed communities. Its members include community association volunteer leaders, professional managers, community management firms and companies that provide products and services to community associations.

Working closely with more than 50 state, regional and local chapters nationwide, CAI conducts research and serves as a clearinghouse for the latest information in community association management and governance. CAI serves its members with books, seminars and workshops, research, continuing education and publications, including *Common Ground* magazine and specialized newsletters on community association management, governance and law.



225 Reinkens Lane, Suite 300
Alexandria, VA 22314
www.caonline.org
888.224.4321

MATTERS

WHAT YOU SHOULD KNOW BEFORE YOU BUY





American Lead Consultants

Lead Testing Report

Hunting Ridge

Testing date: February 27, 1997

Testing Protocol:

An XRF inspection is a surface-by-surface investigation to determine the presence and level of lead on a painted surface, included but not limited to walls, baseboards, doors, windows, and other architectural building components. The results of the test are derived from reading the calculation that the XRF equipment exhibits during the inspection of each area. There can be a degree of variation in different types of XRF equipment. The technology used for testing was an XRF analyzer made by Radiation Monitoring Devices in Watertown, MA.

Paint Chips are collected when necessary for laboratory analyzing to determine the lead content by weight by a known standard acceptable under Federal and State guidelines to distinguish between high lead readings based on factory-applied primer and lead paint applied over the primer.

Averaging of XRF readings is done when the measurement identifies an inconclusive reading making it unclear if the positive reading is from the paint or the substrate beneath. Three XRF readings on the same component will be averaged to determine the overall lead content.

All testing and analyzing procedures conform to the requirements of the State of Maryland under Maryland House Bill 760. However, this report does not represent a certificate of compliance under Maryland House Bill 760.

Test Results:

Interior: NOT TESTED

Exterior/Common Areas: 11 Buildings were tested and determined to contain lead levels equal to or less than the Maryland Regulatory limit.

Tim Cate

INSPECTOR

719

MD. State Certification Number

610

ALC MD. State Certification Number

Insurance Dec Page
Hunting Ridge Condominium Association



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/9/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HMS Insurance Associates, Inc. 20 Wight Ave Suite 300 Hunt Valley MD 21030	CONTACT NAME: Stacie Boats	
	PHONE (A/C, No, Ext): 410-337-9755	FAX (A/C, No):
E-MAIL ADDRESS: stacie.boats@marshmma.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED HUNTRID-01 Hunting Ridge Condominium Association, Inc. Inc. C/O CVI 6300 Woodside Court Suite 10 Columbia MD 21046-3212	INSURER A : Harford Mutual Insurance Co	14141
	INSURER B : Travelers Casualty & Surety	19038
	INSURER C : The Cincinnati Casualty Company	28665
	INSURER D : XL Insurance America Inc.	24554
	INSURER E : Western World Insurance Company	13196
INSURER F : CIBA Insurance Services		

COVERAGES**CERTIFICATE NUMBER:** 1170385972**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR UNSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
E	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: \$1,000 ded		NPP8830734	10/31/2023	10/31/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$	
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY		CA10434796	10/31/2023	10/31/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
D	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		AUR0503921	10/31/2023	10/31/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	UB9S51415A	10/31/2023	10/31/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000	
C C F	Crime/Emp/ Dishonesty Directors & Officers Property - 382 Units		EMO 0624925 EMO 0624925 AIN614914	10/31/2023 10/31/2023 10/31/2023	10/31/2026 10/31/2026 10/31/2024	Limit: 2,500,000 Limit: 1,000,000 Limit: 73,500,000	Ded: 25,000 Ded: 10,000 Ded: 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Building Valuation: Replacement Cost; No Coinsurance; Equipment Breakdown Coverage Included; Ordinance or Law Coverage A, B & C Included; Property Manager included as Additional Insured on Crime/Employee Dishonesty Policy; Extent of Interior Coverage is per Association Bylaws; Wind/Hail not excluded; Separation of Insureds; Cancellation: We may cancel this policy by mailing or delivering to the first named insured written notice of cancellation at least: a.) 10 Days before the effective date of cancellation for nonpayment of premium; or b.) 30 Days before the effective date of cancellation if we cancel for any other reason.

100% Replacement Cost

CERTIFICATE HOLDER**CANCELLATION**

Hunting Ridge Condominium Assoc. Inc
 c/o CVI
 6300 Woodside Court Suite 10
 Columbia MD 21046

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Litigation
Hunting Ridge Condominium Association

This document is currently not applicable for this association.

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Rules and Regulations
Hunting Ridge Condominium Association

HUNTING RIDGE CONDOMINIUM ASSOCIATION, INC.

RULES AND REGULATIONS

ARTICLE I

PREAMBLE

In accordance with the terms of the Maryland Condominium Act, and the Bylaws of the Hunting Ridge Condominium Association, Inc., the Board of Directors has adopted by resolution the following Rules and Regulations.

ARTICLE II

DEFINITIONS

All terms used in these Rules and Regulations shall be construed as consistent with the definitions given in the Declaration and Bylaws of the Hunting Ridge Condominium Association, but for purposes of these Rules and Regulations, the following terms are given additional meaning:

Board of Directors shall also mean its officers and its agent, where authority is validly delegated by the Board of Directors. Owner shall also mean the owner's family, tenants, guests and their respective licensees.

ARTICLE III

NOTICE OF AMENDMENT AND REVOCATION OF CONSENT

The Board of Directors may add to, alter, amend, modify, or abolish any of the Rules and Regulations at any time by resolution in accordance with Maryland law and the Bylaws of the Association.

Any consent or approval given by the Board of Directors under any of the Bylaws and/or the Rules and Regulations may be revoked at any time by resolution, at a regular scheduled Board of Directors Meeting. Such consent or approval shall be considered suspended effective immediately upon notice received by the owner affected.

ARTICLE IV

SCOPE OF JURISDICTION

All owners, residents, guests, contractors and invitees are responsible for compliance with the Rules and Regulations.

The Rules and Regulations will be enforced in such a manner as the Board of Directors deems necessary and appropriate, to the full legal extent permitted in the Rules and Regulations, the Bylaws, pertinent City of Greenbelt and Prince George's County codes, and the laws of the State of Maryland.

Any damages, injury, or needed repairs to Hunting Ridge Condominium due to violations or default of the Rules and Regulations will be the sole responsibility of the owner(s) to pay for the cost of all repairs the full extent permitted in the Rules and Regulations, the Bylaws, the City of Greenbelt and Prince George's County codes, and/or the laws of the State of Maryland.

The Rules and Regulations hereinafter set forth govern the use of the units, buildings, entrance ways, stairwells, balconies, patios, recreational areas, clubhouse, grounds, driveways, parking areas, and all other common elements.

ARTICLE V

VIOLATION COMPLAINTS

It is the right and duty of all owners to report any actual or suspected violations of the Bylaws and/or the Rules and Regulations to the Board of Directors.

Violation complaints shall be written with specifics as to the nature of the alleged violation, the names and addresses, if known, of those alleged to have committed the violation, the time and place of the alleged violation, and such information as can be gathered by the aggrieved owner (e.i., license plate numbers, pictures of the damage, etc.) dated, and signed by the owner/resident. Written complaints include letters mailed or e-mailed so long as the person submitting the complaint is clearly identified.

All violation complaints must be sent directly to the Board of Directors in care of the Management Agent.

In addition to the above procedure, owners are instructed to call the Hunting Ridge Condominium office for emergencies that warrant immediate handling to protect the safety of the residents.

Complaints made in any other manner will not be acted upon by the Board of Directors.

ARTICLE VI

ENFORCEMENT PROCEDURE FOR VIOLATIONS

Upon receiving a proper complaint the Board of Directors will follow the dispute settlement mechanism set forth in Section 11-113 of the Maryland Condominium Act as amended and the Bylaws.

ARTICLE VII

PROHIBITED USES AND NUISANCES

- (1) No part of the condominium shall be used for any purpose except housing and the common purposes for which the property was designated. Each unit shall be used as a residence. No more than two persons shall reside in a one bedroom unit, four persons in a two bedroom unit, and six persons in a three bedroom unit.
- (2) No unit shall be used for any unlawful purpose and no owner shall do or permit any unlawful act in or upon his/her unit.
- (3) No Owner shall permit anything to be done to or kept in his/her unit or in the Limited Common or Common Elements which will adversely affect the insurance carried by the Association. No gasoline or other explosive or flammable material may be kept in any unit or storage area. No motorcycles or motor bikes may be kept in any unit or storage areas, or on any patio or balcony.
- (4) The toilets and other water and sewer apparatus shall be used only for that purpose for which designed, and no sweepings, sanitary napkins, flammable substances, or other improper articles shall be thrown therein. The cost of repairing any damage to a unit or the common elements resulting from misuse shall be borne by the Owner.

- (5) Detergents and soaps shall be used only pursuant to manufacturers directions. Everyone is cautioned against excessive use of soaps and other detergents in appliances or plumbing apparatus which may cause overflow of suds in any unit or in any central waste disposal system.
- (6) "For Sale", "For Rent", or "For Lease" signs or window advertising displays are not permitted on any part of the condominium or in any unit, nor shall any unit be used or rented for transient, hotel or motel purposes.
- (7) No Owner shall make or permit to be made any disturbing noises in the unit, by either owner, family, pets, visitors or renters, that may disrupt the comforts or convenience of other Owners. All Owners shall keep the VOLUME of any devices, including but not limited to radios, stereos, televisions or musical instruments, in their unit sufficiently reduced at all times so as not to disturb or annoy other occupants in the building.
- (8) No one shall be permitted to play or loiter in the public areas of the buildings (entranceways, foyers, stairs, stairwells, bike rooms and storage areas) nor shall they be permitted to turn the common areas and grounds into playing fields. *See Resolution dated June 23, 2011 regarding use of premises*
- (9) Solicitors are not permitted in any of the buildings. If any Owner or resident is contacted by a solicitor on the property he/she should contact the Greenbelt Police immediately and file a complaint with the City of Greenbelt Code Enforcement Division.
- (10) Smoking is not permitted in any part of the public areas of the buildings.
- (11) Disposal of cigarette butts is not allowed in any part of the public areas of the buildings, the common area or the grounds.

ARTICLE VIII

INDIVIDUAL UNIT AND LIMITED COMMON AREAS

- (1) Charcoal, gas and electric barbecues may not be used within thirty (30) feet of any building and may not be stored on balconies or patios.
- (2) No laundry, clothing, or other similar items are to be hung on or upon the exterior of any building, including balconies, patios and windows. No awnings or screens are to be hung from the exterior of the buildings, balconies and patios. Nothing can be attached to exterior foundation, i.e., balcony railings, window ledges, roofs, overhang or outside shrubbery/trees, etc. Only collapsible drying racks are permitted to be used on decks/patios from dawn to dusk. Racks must be removed while not in use. T-level Units – clotheslines can be attached to the inside of the privacy fence but cannot be taller than the fence. (clothesline rules were approved 2/1/11) There shall be no throwing, disposal of cigarette butts, shaking of mops, dust mops, brooms or other cleaning materials out of the windows, doors, or off balconies or patios.
- (3) All window and patio or balcony door drapes, blinds or shades must be white or off-white when seen from the common areas. They must also be properly hung and in good condition.
- (4) No items or devices (e.g., plant boxes, birdfeeders, TV or radio antenna) are to be attached to the exterior of any building, outside or in any window, or on the outside of the balcony/patio railings.
- (5) Balconies or patios are not to be used for storage of bicycles, motorcycles, motorbikes, tires, excess furniture, or other items deemed unsightly.
- (6) All garbage and trash must be in bags or containers and placed in the trash dumpsters. Cardboard boxes must be broken down before placing them in the proper receptacle.
- (7) Bicycles, baby carriages, or similar vehicles or toys, or other personal articles shall not be left unattended in the parking areas, sidewalks or lawns.
- (8) Any damage to the buildings, recreation areas, facilities or other common areas or equipment caused by an owner or other occupant, his/her families, guests, invitees, licensees, tenants, or pets shall be repaired at the expense of the owner.
- (9) Each unit must have a functioning smoke detector and fire extinguisher.
- (10) All owners with fireplaces are responsible for the annual cleaning of their fireplace flue.
- (11) The maintenance and upkeep of the unit is the sole responsibility of the owner of the unit. Each owner shall keep his or her unit in a good state of preservation, repair and cleanliness.
- (12) All areas designated on the condominium plat as limited common elements are reserved for the exclusive use of the owners of the unit or units to which they are adjacent or to which they are declared to be appurtenant by appropriate designation on the condominium plat. The unit owner shall at his own expense maintain the space inside the railing of any balcony or inside the fencing of any patio adjacent to his unit. Trees taller than eight feet will not be allowed on balconies and inside patio enclosures. The Association will remove any tree exceeding eight feet at the expense of the Owner.

ARTICLE IX

MISCELLANEOUS

(1) Entry into units:

- (a) The Association or the Managing Agent shall have the right to gain entry to any unit if such entry is necessary because of fire, flood or any other condition which may affect the Common Elements or other units. Owners are encouraged to furnish the on-site office with a key.
- (b) The Agents of the Board of Directors or the Managing Agent, and any contractor or worker authorized by the Board or the Managing Agent, may enter any room or unit at any reasonable hour of the day after reasonable effort to give notice to owners for purpose of repair (except in the case of an emergency in which case entry may be immediate and without notification) for the purpose of exercising and discharging their respective duties and responsibilities. Please refer to Article IV, Section 3 of the Declaration and Article VI, Section 3 of the Bylaws.
- (c) Employees and agents of the Association are not authorized to accept packages, keys, or articles of any kind on behalf of the Owners or residents.

(2) Storage:

- (a) There shall be no obstruction of the Common Elements. Nothing shall be stored in the Common Elements without the prior consent of the Board of Directors except as herein provided or as expressly provided in the Bylaws.
- (b) Storage areas if designated by the Board of Directors are for the use by Owners. Areas designated as bike storage areas are for bicycles only. While every effort is made to safeguard property, management and the Association assumes no responsibility for loss or damage to the articles stored. Gasoline, paint, or other flammable materials shall not be kept in these storage areas. Storage areas are subject to inspection by City and County officials and if citations for corrections are issued, the Association will take immediate action including emptying the storage bin without notice to the resident.

(3) Recreation Facilities:

All persons using any of the recreational facilities do so at their own risk. The Association does not assume responsibility for any occurrence, accident or injury in connection with such use. No Owner shall make any claim against the Association, its agents or employees, for or on account of any loss or damage to life, limb or property sustained as a result of or in connection with any such use of any of the recreational facilities.

Each Owner shall hold the Association harmless from any and all liabilities and action of whatever nature by any tenants, guests, invitees or licensees of such Owner growing out of the use of the recreational facilities except where such loss, injury or damage is clearly demonstrated and can be proved to have resulted from and been proximately caused by the direct negligence of the Association, or its agents or employees in the operation, care or maintenance of such facilities. Health and safety rules will be posted at the recreational facilities.

ARTICLE X

PET RULES

- (1) All cats and dogs and other pets must be registered and inoculated as required by the City of Greenbelt and/or the Prince George's County Codes.
- (2) Owners shall be responsible for walking and maintaining their pets on a leash. All excrement must be bagged and placed in the appropriate containers.

- (3) Pets must be cared for so that they are not a nuisance to other residents. Residents may be cited for this violation if the pets are noisy, disturbing to residents, harmful to other people or animals, destructive to common elements or personal property, have an offensive odor. Residents may also be cited for failure to remove pet excrement promptly.
- (4) The Board of Directors may provide limitations regarding the number and type of pets permitted per unit. Common household pets may be kept by owners or their assignees and are limited to dogs, cats, birds, hamsters, gerbils and fish.
- (5) No pets shall be confined or curbed on or in any patio, balcony, stairwell, tennis court, sidewalks, or any other area so designated by the Board of Directors.

ARTICLE XI

PARKING RULES AND REGULATIONS

Approved by the Board of Directors on June 23, 2010.

The following Rules and Regulations govern the parking and use of motorized vehicles of all types anywhere on Hunting Ridge property. These Rules and Regulations have been adopted by the Board of Directors to provide fair and equitable parking for all residents, and to preserve the appearance and value of the property.

A. PARKING PROVISIONS

A-1 The Board of Directors and their designated agents and employees assume no responsibility or liability whatsoever for the loss or damage to any vehicle which is parked or operated on the premises.

A-2 All nonresident owners are responsible for their tenants' compliance with these rules. All residents are responsible for their family and guests.

A-3 A maximum speed of 20 miles per hour may not be exceeded within the Hunting Ridge property.

A-4 The parking area at Hunting Ridge is solely for the use of Hunting Ridge owners, Hunting Ridge tenants with current Leases on file and authorized guests of the owners or tenants. All other vehicles on Hunting Ridge property are subject to towing from the property without notice.

B. PERMITS

B-1 EACH UNIT WILL BE ISSUED ONE PERMIT "A" PARKING PERMIT AND TWO PARKING PERMITS. The permits may not be used for any Hunting Ridge Unit other than the one to which they were issued. Exceptions are covered in "Section E. Commercial, Recreational and other vehicles".

- a) The permit "A" parking permit will allow the vehicle on which the permit is displayed to park in a "Permit A" space, or any other available parking space.
- b) The two parking permits will allow vehicles to park in any open space.

B-2 Special GREEN permit required spaces have been marked at the Board's discretion. Any vehicle parking in the green spaces must have a permit "A" parking permit or a "Green Permit" displayed on them twenty-four (24) hours a day. Vehicles parked without a permit are subject to immediate towing without notice.

B-3 Permits must be displayed so that they are easily visible from the outside of a vehicle, by suspending the permit from the rear-view mirror with the permit number facing the windshield. Covered cars must have a sight window which visibly displays the Hunting Ridge parking permit.

B-4 If a permit is lost, damaged or stolen the unit owner must write to the Board of Directors requesting a new permit. The Board will decide on a case by case basis whether to issue a new permit. There will be a charge for a replacement permit to be determined by the Board of Directors.

C. ENFORCEMENT

C-1 Vehicles parked without a valid permit in the proper location and during the enforcement times noted below are subject to towing at the owner's expense without notice. All towing costs are the responsibility of the vehicle owner.

C-2 HOURS OF ENFORCEMENT WILL BE:

- a) Permit "A" - 7 p.m. to 7 a.m on Monday through Friday &
24 hours a day on Saturday, Sunday and Holidays.
- b) Parking Permits – 1 a.m. to 7 a.m. seven days a week.

C-3 Towing charges will be set by the towing company in accordance with County laws.

C-4 These are days starting at 1:01 am where no permit enforcement towing will be done on the unmarked parking spaces. Note: Towing will still be enforced on "Permit A" spaces during the times noted below. Other towing for dead tags, no tags, vehicles on the grass, vehicles blocking other vehicles and fire lane enforcement will not be stopped.

Super Bowl Sunday – Sunday 1:01 am to Monday 1:01 am

Easter Weekend – Saturday 1:01am to Monday 1:01 am

Mother's Day Weekend – Saturday 1:01am to Monday 1:01 am

Memorial Day Weekend – Saturday 1:01 am to Tuesday 1:01a.m.

Father's Day Weekend – Saturday 1:01am to Monday 1:01 am

Independence Day – July 3rd 1:01 am to July 6th 1:01 am

Labor Day Weekend – Saturday 1:01 am to Tuesday 1:01a.m.

Thanksgiving Weekend – Wednesday 1:01 am to Monday 1:01a.m.

Christmas and New Years – December 23rd 1:01 am to January 3rd 1:01a.m.

D. OTHER PROVISIONS

D-1 Resident's motorcycles are allowed to park only in areas that are designated by the Board of Directors. The operation of unlicensed motorized dirt bikes is not permitted within Hunting Ridge. Motorcycles will not be required to display a parking permit.

D-2 Any vehicle with altered tags is not allowed on the property and will be towed without notice.

D-3 Vehicles shall be parked in the spaces provided and shall not be parked in more than one space, or parked in a manner that prevents ready access to any other space.

D-4 Parking is prohibited in the following areas: (a) fire lanes, (b) in front of dumpsters, (c) on sidewalks. (d) on any grass areas. In the event of a violation of this rule the vehicle will be towed and the owner of the vehicle involved will be assessed the full cost of any repairs and/or charges.

D-5 The storing of vehicles on common property is prohibited. Any vehicle that is not moved for fifteen (15) days is considered a stored vehicle and can be towed at the owner's expense. If a resident will be away for more than fifteen (15) days he/she should notify the on-site office.

D-6 The parking of vehicles without current tags, junk or inoperable vehicles, vehicles with broken windows, flat tires, etc. is strictly prohibited. Any such vehicle parked on the premises for a period exceeding forty-eight (48) hours can be towed at the vehicle owner's expense.

D-7 Only minor emergency repairs will be permitted in front of buildings, (i.e. flat tires, batteries). Minor maintenance of vehicles, (oil changes, etc.) are restricted to the parking lot behind the Central Plant near the car wash area.

D-8 The washing of cars with hoses is permitted only in the special area at the Central Plant provided for this purpose. A deposit is necessary for the lockbox key, which is available from the Hunting Ridge office.

D-9 If an owner or tenant has more than three vehicles, the owner of the home may request an additional permit/s for full time residents of the home. The written request must be submitted to the Board of Directors with an explanation of the circumstances for the request. The application must include a copy of the vehicle registration of each vehicle being used. If the registration does not have a Hunting Ridge address, a copy of the driver's license of all persons residing in the home must be provided. Since they are permanent residents, these documents must show they reside at that address in Hunting Ridge. The Board will decide whether to approve the request. If approved, a "Green Permit" will be issued which will allow a vehicle to park in the green spaces only. (See rule B-2).

E. COMMERCIAL, RECREATIONAL AND OTHER VEHICLES

E-1 In order to obtain parking for these vehicles it is necessary to submit an application to the Board of Directors and spaces will be granted at the Board's discretion. The Board will designate where such vehicles MUST be parked. These applications must be renewed and approved by the Board of Directors annually.

E-2 Commercial vehicles are defined as follows:

(a) Any vehicle with visible lettering or markings on it identifying it as a business vehicle.

(b) Any vehicle that is recognizably being used to store items used by the vehicle driver in his/her work. Examples: Ladders on a pickup truck, rolls of carpet in a van, lumber in a truck bed, etc.

(c) Any vehicle with more than a ¾-ton payload, or which exceeds eighteen (18) feet in length.

E-3 Police squad cars and the truck owned by the complex and used for maintenance on the common areas will not be considered commercial vehicles. Clearly marked police cars may park in any space without a permit.

E-4 Vehicles approved to park in the commercial areas will not have to display a parking permit.

E-5 Recreational vehicles include any individual watercraft, boats, and boat/watercraft, and motorcycle trailers. These types of vehicles must be operable and boats/watercrafts must be seaworthy. A resident must submit a written request to the Board each year to park any such vehicle in the designated parking area. Vehicles and trailers parked in the designated areas must have current Maryland tags, unless an exception has been granted by the Board. Vehicles parked in the designated area will not be required to display a permit. Vehicles must be securely chocked; trailer hitches must be blocked to prevent damage to asphalt. Trailers must have current Maryland tags. There are eight (8) parking spots available and are on a first come, first serve basis. A waiting list will be created and maintained if needed. Resident must have previously acquired Board of Directors' approval prior to parking in these special parking spaces. (Amended March, 2016.)

F. TEMPORARY PARKING PERMITS

F-1. Effective January 1, 2015, the following has been approved to allow owners the use of temporary parking permits on the Hunting Ridge property for occasions where guests will be visiting over night for a limited period of time. (i.e. owner is having a small party with guests staying later; owner has family visiting in town for a few days) Below are rules regarding applying for and using temporary permits:

F-2. Owners may apply for up to 5 permits for a \$100.00 deposit (money order or certified check only) or submit another \$100.00 deposit for an additional 5 permits. No more than 10 permits may be requested.

F-3. The request for permits must be made to the Hunting Ridge onsite office and picked up during regular business hours. The request must be made by the Owner. The owner must be current on their assessments or promissory note and have no maintenance violations in order to receive the permits. Once the request is made, the processing time to approve the request will be two (2) business days.

F-4. There will be a designated area where the temporary permits can be used. That will be located in the Commercial Parking area located next to the Central Plant. These spaces will be painted with "hash marks". The temporary permits may not be used anywhere else on the property or they are subject to being towed.

F-5. The permits must be returned to the Hunting Ridge onsite office within five (5) business days in order for the deposit to be refunded to the Owner. If the permits are not returned within five (5) business days, the deposit will be rescinded and the permits will be permanently invalidated and added to the towlist.

ARTICLE XII

SWIMMING POOL RULES

The following rules and regulations are for the protection and benefit of all to ensure safe and sanitary operation of the pool facilities. Parents are requested to caution their children to observe all rules and regulations and obey instructions of all employees.

Any failure to comply with these rules shall be considered sufficient cause for any action deemed necessary by the Board of Directors/Management including restricting violators from the use of the pool area.

The pool will be in the charge of a qualified head lifeguard and his/her assistant who will be under direct supervision of the Board of Directors/Management. All persons using the pool will be required to register with the attendant using a proper pass. The attendant will check valid passes when entering the pool area, bath house, main pool wading pool and grassy area.

- (1) All persons using the pool or pool area do so at their own risk and sole responsibility. The Board of Directors/Management does not assume responsibility for any accident or injury in connection with such use. The Resident/Owner's covenants and agrees with the Board of Directors/Management for and in consideration of the use of the pool as an added facility and under good and valuable consideration to make no claim against the Board of Directors/Management for or on account of any loss or damage of life, limb, or property sustained.
- (2) The Owner/Resident agrees to save harmless the Board of Directors/Management for any and all liabilities and action of whatsoever nature by any guest or guests of the Owner/Resident growing out of the use of the swimming pool or pool area.
- (3) Owners/Residents will be responsible for all actions of their guests.
- (4) The cost of any property damage will be charged to the responsible party.
- (5) Board of Directors/Management will not be responsible for loss or damage to any personal property of any kind.
- (6) The pool may be closed at any time due to either breakdown or other operational difficulties at the discretion of the head lifeguard.
- (7) All bathers must shower before entering the pool.
- (8) (a) Children under 12 years of age must be accompanied by an adult at all times (someone at least 18 years of age.)
(b) All adult guests 18 years of age or over must be certified upon admittance as the guest of a resident. It is not necessary that the host resident remain with the guest for the duration of the guest's stay at the pool.
(c) All guests under 18 years of age must be accompanied at all times by an adult resident 18 years of age or older.
- (9) No one will be permitted to use the pool unless they comply with the minimum standards (i.e. swim and safety test) for water safety as determined by the head lifeguard.
- (10) Children under 6 years of age may use the wading pool only when accompanied by an adult.
- (11) Running, pushing, wrestling, or causing undue disturbance in the pool area will not be tolerated.
- (12) Only one person may be on the diving board at a time. Diving is permitted straight away from the board ONLY. No diving or jumping toward the sides will be permitted. In the interest of the majority, and at the sole discretion of the head lifeguard, the diving board may be closed.
- (13) No life preservers, innertubes, water wings or play equipment may be used in the pool, except at the discretion of the head lifeguard. (This does not include instructional devices used in conjunction with training under the direction of qualified pool attendants.)
- (14) Glass containers are not permitted in the pool area.
- (15) No pets are allowed in the pool area.
- (16) Wheelchairs and baby strollers are allowed in the pool area. No other wheeled vehicles will be permitted.
- (17) Admission of persons into the pool area with infectious diseases, inflammations, nasal or ear discharges, open sores, or bandages is discouraged. These persons will not be permitted to use the pool.
- (18) Spouting of water and similar unhygienic actions will not be permitted in the pool.
- (19) It is requested that persons wear a covering over their bathing suits to and from the pool area. This would constitute a tee shirt, shorts, or robe.

Addendum to Hunting Ridge Pool Rules (Adopted June 23, 2010)

- * **Proper swimming attire is required. Street clothes are prohibited in the pool itself. T-shirts are allowed over the bathing suit to prevent sun burns.**

- (20) Any persons may be barred from the pool or pool area at the discretion of the head lifeguard. The head lifeguard has authorization to temporarily deprive any owner or guest of this facility. A written statement is to be filed with Management within 24 hours if such action is taken.
- (21) The head lifeguard is responsible for the strict enforcement of the rules.
- (22) The playing of radios/TVs must be kept at a volume not to disturb or intrude upon others. No breach of the peace will be tolerated.
- (23) No alcoholic beverages will be permitted and/or consumed in the pool area.

ARTICLE XIII

PARTY ROOM AND FIREPLACE RULES

- (1) Fire regulations limit the occupancy to 70 persons and require that the two main doors remain unlocked at all times.
- (2) Use of the party room is permitted with a signed contract only by owners/residents of Hunting Ridge Condominium.
- (3) Use of the party room facilities is expressly limited to that room only, including the kitchen and restrooms.
- (4) No smoking is allowed in any part of the community building.
- (5) No loud or disruptive behavior shall be permitted at any time.
- (6) Any Lessee of the party room shall be held responsible for their guests while in the clubhouse or on community grounds.
- (7) Decorations cannot be attached to any hanging lights or painted walls. All decorations must be removed before the premises is vacated.
- (8) Any furniture that is moved must be returned to its original location.
- (9) Music is permitted, however, the volume must be low enough so that neighboring residents are not disturbed.
- (10) An inventory of all items will be made in your presence. Any items missing or damaged must be replaced or repaired at your expense. In the event damages exceed the deposit you will be billed and payment is due at the time the bill is rendered.
- (11) Cleaning is to be done before you leave the building using your own supplies and equipment. The premises must be returned to its original condition.
- (12) All trash must be placed in the designated dumpsters.
- (13) Carpets must be vacuumed. If shampooing of furniture or carpet is necessary the cost will be charged to you.
- (14) Hunting Ridge Condominium assumes no responsibility for any items that are not removed at the end of your contract.
- (15) All cigarette butts dropped at the front entrance must be picked up.
- (16) If the above Rules and Regulations are not followed future use of the party room may be denied.
- (17) The party room must be promptly vacated at the end of the rental period and in no case later than 12:00 midnight. You must not leave the building until a Hunting Ridge representative arrives to lock the main door.
- (18) Call the ANSWERING SERVICE AT (301) 596-2600 thirty minutes prior to the end of your rental and ask for the Hunting Ridge representative to meet you at the clubhouse at a specific time. For all emergencies call the Answering Service.
- (19) The emergency exit door is to be used only in the case of an emergency.

The party room fireplace:

- (1) If you desire to use the fireplace there will be an additional security deposit of \$100 due within 21 days of the date of the party. An additional rental/use fee of \$25 is due and payable upon reservation of party room.
- (2) Owners/residents must supply their own Dura Logs to burn in the fireplace. Only "Dura Logs" or equal material will be allowed to be used.
- (3) All tools must be cleaned and returned to their proper place after use.
- (4) The flue on the fireplace is always left open and should not be tampered with.
- (5) While a fire is burning the glass doors of the fireplace must be kept closed at all times.
- (6) All fires must have completed burning and all ashes removed from within the fireplace and placed outside in a metal can prior to checking out.
- (7) No water may be used to extinguish a fire burning in the fireplace.
- (8) If the fire is still burning and ashes have not been cleaned out of the fireplace by the time the Hunting Ridge representative arrives to secure the room an additional charge of \$30.00 per hour (Minimum 1 hour charge) will be levied for each hour the representative must wait for you to perform these requirements.

- (9) Should there be any damage to the party room due to sparks, cleaning of ashes, adding logs, etc., you will be required to pay for the damage.

These Rules & Regulations supercede all prior Rules & Regulations previously adopted by the Board of Directors.

These Rules & Regulations became effective 9/6/01.

Special Assessments
Hunting Ridge Condominium Association

This document is currently not applicable for this association.

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