

SOUTHGATE CONDOMINIUM ASSOCIATION

POLICY RESOLUTION NO. 01-2023 (Revised)

(LOBBY DOOR LOCKS)

WHEREAS, Article XI, Section 5 of the Bylaws grants the Board of Directors the authority to adopt and amend any reasonable Rules and Regulations; and

WHEREAS, the Board of Directors has determined that there is a need to amend its Rules and Regulations;

FURTHERMORE, it is to the benefit of all owners and residents that the Association adopt and implement a written policy regarding the use lobby door locks.

NOW, THEREFORE, BE IT RESOLVED:

The Board hereby amends the Rules and Regulations to include the installation of lobby door locks within Southgate Condominium property for safety issues.

- 1) Lobby doors will be locked at 9PM and unlocked at 6:00AM. We may change the times if we feel it is necessary for safety.
- 2) Key fobs (herein after "fobs") and phone credentials application for licenses are only for distribution to residents and/or their caretakers.
 - a) Fob and phone license entitlements are 1 per named party, excluding the visitor fob.
 - b) Caretakers are defined as baby sitters, elderly care, dog walkers, and pet sitters.
 - c) All fobs and cell phone licenses will require a registration form filled out and will include name of the resident that will be accessing the building, the name of the unit owner (if different than the resident), phone numbers, email address and driver's license.
 - i) Parents can do paperwork on behalf of children, but child's name and phone number for cell phone application license will be recorded.
- 3) Maximum included fobs and cell phone licenses will be equal to the unit bedroom count plus 1 for visitor.
 - a) All units will automatically be issued 1 fob for visitors.
- 4) Fob and cell phone license costs: (also see RESOLUTION NO. 01-2023 scenarios)
 - a) Extra (over "maximum included" see above) and replacement fobs will each require a \$50 deposit.
 - b) Extra (over "maximum Included" see above) cell phone licenses will each require a \$25 deposit.
- 5) All residents and/or owners must notify Southgate of changes to resident and/or caretaker access.
 - a) Deposits will be forfeited if Southgate is not given an advanced notice of any changes.
- 6) There will be an afterhours charge at \$75 per hour up to maximum of \$150.
 - a) After hours are defined by when the office closed. Office hours are: Monday 7am to 3 pm, Tuesday 7 am to 4:30 pm, Wednesday 7 am to 3 pm, Thursday 7 am to 4:30 pm and Friday 7 am to 2 pm.

EFFECTIVE DATE OF RESOLUTION

The effective date of this Resolution shall be July, 25, 2023

I hereby certify that this Administrative Resolution was duly adopted by the Board of Directors on July 25, 2023.

SOUTHGATE CONDOMINIUM ASSOCIATION

BY: 
James S. Teklinski, Board President

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RESOLUTIONS ACTION RECORD

Duly adopted by the Board of Directors on July 25, 2023.

Motion by: Jodi MacMillan

Seconded by: Jim Teklinski

<i>VOTE:</i>	<i>YES</i>	<i>NO</i>	<i>ABSTAIN</i>	<i>ABSENT</i>
<i>James Teklinski, President</i>	X			
<i>Brenda Baker, Vice President</i>	X			
<i>Andrew Leser, Secretary</i>	X			
<i>Jodi MacMillan, Treasurer</i>	X			
<i>Mary Suelzer, Director</i>	X			