

INSPECTION MEMORANDUM

To: All Residents of Community Living Among Seniors
3795 Southwinds
3855 Southwinds
3915 Southwinds

From: Community Living Among Seniors
Board of Directors

Subject: Unit Inspections before the Sale of a Unit

Date: June 10, 2021

Moving forward, the Board of Directors of CLAS have decided to have an official property inspection of a unit by a certified building inspector of CLAS's choosing, before a resident can list their unit for sale.

The cost of such an inspection will be paid for by CLAS. These inspections will be conducted for safety and unit building integrity purposes to ensure that CLAS can verify the unit's state of condition before each sale.

As owners, CLAS has an obligation and responsibility to ensure that no major structural changes have been made to the property that are a detriment to the unit and to the building and that the unit is functioning in a proper and desired manner. We do not want any major deficiencies in the unit that may cause concerns to a new resident and to CLAS.

Issues such as plumbing, electrical, water, heating and cooling will be inspected along with any other changes made to the unit. If unusual changes against safety or building codes, or other deficiencies are found in the unit and noted by the inspector, CLAS shall, based on the inspector's report ask the current resident to rectify the issue and bring the unit into compliance with safety, structural and building design codes.

If a resident is of the mindset that they are definitely selling their unit then it is incumbent upon the resident to notify the CLAS Office first to inform CLAS of such a sale. Before a sale can be allowed to proceed the resident must allow CLAS enough time for an inspection of the unit. Once an inspection has been completed and the unit has been cleared by the inspector, the resident may proceed forward with selling the unit.

Please see other side for second Memo

NEW 2% SALE ADMINISTRATION FEE MEMORANDUM

To: All Residents of Community Living Among Seniors
3795 Southwinds
3855 Southwinds
3915 Southwinds

From: Community Living Among Seniors
Board of Directors

Subject: New 2% Sales Administration Fee

Date: June 10, 2021

The Board of Directors of CLAS passed at its Board of Director's meeting on May 19, 2021 a new 2% Sales Administration fee that will be levied on the final sale of a unit, payable to CLAS upon the closing of a sale.

This 2% administration fee will be payable by the new purchaser of the unit. This new fee will be deposited directly into the reserve fund of the building where the sale is made.

This new Sales Administration Fee is above all other fees mentioned in any other agreement, specifically the current 1% transfer fee listed in the Life Lease Agreement.

Due to the rising infrastructure and maintenance costs associated with all three buildings it has become necessary to add this new 2% sales administration fee.

The longstanding 1% transfer fee in the Life Lease Agreement has not changed in 30 years. CLAS's ability to raise new revenue is limited to Common Fees and what CLAS receives from the 1% transfer from unit sales.

This memo is to advise all CLAS residents, that moving forward, all new sales will still have the 1% transfer fee listed in the Life Lease Agreement. But there will be a new 2% Sales Administration fee paid only by the new purchaser. Both of these fees will be based on the closing price of the sales transaction. Changes have already been made to the Seller's and Buyer's packages which will be given out to legal and real estate agent representative upon request.

Please see other side for second Memo