

PINE TREE RANCH WEST HOMEOWNERS ASSOCIATION

COMPLIANCE COMMITTEE CHARTER

Resolution #2014-1

WHEREAS, the Board of Directors is authorized under the Association's Covenants, Conditions and Restrictions (CC&Rs), Bylaws, and Articles of Incorporation (collectively, the "Governing Documents") to establish a Standing Committee pursuant to NRS 116.3102 (Powers of Associations), NRS 116.3103 (Power of Executive Board), NRS 116.31031 (Power to Impose Fines), NRS 116.31065 (Adopt Rules); CC&Rs § 2.1b and § 10.1; Bylaws §3.16; and

WHEREAS, the Board of Directors is authorized to create a Compliance Committee ("Committee") pursuant to NRS 116.31031(8) to conduct hearings on violations and to impose fines pursuant to Nevada Revised Statutes Chapter 116, while acting on behalf of the Board of Directors for those limited purposes, the Committee and its members are entitled to all privileges and immunities and are subject to all duties and requirements of the executive board and its members; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the Board of Directors of the Association establishes a Compliance Committee to ensure that provisions of the Association's Governing Documents are complied with.

1. Committee Membership [NRS 116.3102, NRS 116.3103, NRS 116.31031(8); CC&Rs § 2.1b and § 10.1; Bylaws § 3.16]:

- a. The Committee will have at least three Directors as members. The Committee can have a maximum membership of five. Each member of the Committee may be appointed or removed with or without cause by the Association's Board of Directors at its discretion;
- b. Each member of the Committee shall serve on the Committee for a term of not less than one (1) year, unless such member is removed from the Committee at the Board's discretion;
- c. The Association's Board shall retain the right to dissolve the Committee at its discretion;
- d. The Association's Board shall retain final authority/appellate review of any determination made by the Compliance Committee;
- e. Members of the Committee shall keep confidential all minutes of any compliance review session it conducts, and the Committee will provide the minutes from any such compliance session it conducts to Association management and the Board of Directors;
No Committee Member nor Board Member shall divulge any such confidential information;
- f. Members of the Committee are required to execute the Confidentiality/Indemnification Agreement prior to becoming a member of the Committee;
- g. Committee Members shall report to the Board of Directors and Association Management any compliance review sessions;
- h. Members of the Committee shall return all material/information relating to the hearings conducted to the Association upon the conclusion of such Member's service on the Committee;

- i. Members of the Committee shall adhere to the rules of recusal and abstention as they apply to the Association's Board.

2. Committee Responsibilities [NRS 116.3102, NRS 116.3103, NRS 116.31031, NRS 116.31085, NRS 116.31175; CC&Rs § 2.1b and § 10.1; Bylaws § 3.16]:

The Responsibilities of the Compliance Committee shall be to enforce the Governing Documents in a uniform, proper, and equitable fashion. The Compliance Committee responsibilities shall include:

- a. Familiarizing themselves with the Association's Governing Documents to the extent that the Committee may make reasonable and well-informed determinations;
- b. Reviewing Association operating policies and practices;
- c. Performing compliance walks and/or inspections of the Pine Tree Ranch West Homeowner's Association;
- d. Reviewing situations or complaints involving Association Unit Owners, Guests, or Tenants that may require a hearing to determine whether or not a violation of the governing documents has taken place;
- e. The Compliance Committee shall preside over any violation hearing, unless otherwise directed by the Board, and will conduct the violation hearing in a manner that meets the procedural requirements of NRS 116.31031 and the Association's governing documents;
- f. Following the Violation Hearing the Committee shall make its determination and a Letter of Determination shall be sent by the Association's management company to the necessary parties, including the owner, tenant, or guest;
- g. Prepare Quarterly Reports regarding any compliance review sessions conducted to be provided to the Board of Directors and Association Management;
- h. Maintaining any and all confidential correspondence/information received through the course of conducting said compliance review sessions in accordance with NRS 116.31085 and NRS 116.31175.
- i. The Compliance Committee shall comply with the provisions set forth in the Pine Tree Ranch West Homeowners' Association Fine Schedule and the Assessment and Fine Collection Policy.

3. The Committee Members may not do any of the following [NRS 116.3102, NRS 116.3103, NRS 116.31031(8), NRS 116.31085; CC&Rs § 10.1; Bylaws § 3.17]:

- a. Divulge any compliance and/or compliance issues to anyone other than a Board Member, Committee Member or Management;
- b. Physically or Telephonically confront or contact (including knocking on the door) any homeowner, tenant, or guest that the Committee alleges is not in compliance with the Association's governing documents;
- c. Enter the property of a homeowner and/or tenant to ascertain a homeowner, tenant, or guest compliance with the Association's governing documents;
- d. Act in any manner that could be construed as an attempt to bully, intimidate, threaten or otherwise harass a person(s) within the Pine Tree Ranch Community.

4. Appellate Review of Determinations Made by the Compliance Committee [NRS 116.3102, NRS 116.3103, NRS 116.31031, NRS 116.31085; CC&Rs § 2.2 & § 2.3; Bylaws § 3.161:

- a. The Board of Directors shall retain final authority over any determination made by the Compliance Committee concerning the violation of the Association's governing documents by a homeowner, tenant, or guest;
- b. The Board of Directors may review any action concerning the violation of the Association's governing documents, or upon the request of a member of Board of Directors, the Committee, or a member of the Committee.
- c. A homeowner, tenant or guest may appeal any decision made by the committee to the Board of Directors, by sending Notice of Appeal by certified mail within ten (10) days of the Compliance Committee's decision to the Association's management office.

5. Confidential Information:

- a. For the purposes of the Committee "confidential information" shall mean all information that would logically be considered confidential, proprietary, or both and that is received by the Member from the Association or by the management company, or any of their attorneys or other agents, in whatever form transmitted, relating to the operations, business, affairs or property of the Association or the Committee, including, without limitation, account status, enforcement status or current steps taken in the process, information deemed confidential by Nevada laws governing community associations, whether or not such information is marked "Confidential" or "Proprietary." Information delivered to the Board or Committee Member by the Association or its representatives shall be deemed Confidential Information irrespective of whether the information is specifically related to the compliance process.

EFFECTIVE DATE, the Secretary of the Association shall cause this Resolution to be hand-delivered or mailed, via United States Postal Service mail, to the mailing address of each Lot or to any other mailing address designated in writing by the Lot's owner within thirty (30) days of the date of execution below. Said resolution shall be effective thirty (30) days after the date of such mailing, which may be proven by a proof of mailing and/or delivery retained in the Association's records.

INCORPORATION INTO OMNIBUS RULE DOCUMENT, subsequent to and in accordance with this Resolution, the Association may incorporate the rules and regulations established within this Resolution into a single, omnibus, document containing other rules and regulations for the Association. The language of the Resolution must be incorporated into such an omnibus document in the same manner as it is set forth herein. Incorporation of the language of this Resolution into an omnibus document shall be considered a courtesy or convenience to residents and shall in no way be construed to require the delivery or mailing of identical rules for such rules to remain effective. The rules established by this Resolution shall be effective and remain effective from the date set forth herein until such time as they may be amended, abolished, changed, or otherwise eliminated by the Association's Board of Directors.

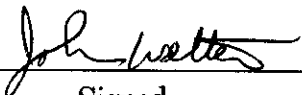
RESOLUTION TO CONFORM WITH NRS 116, this resolution was drafted in conformance with Nevada law, including, but not limited to, Chapter One-Hundred Sixteen of the Nevada Revised Statutes, as of the date of execution of this document.

Further, pursuant to this statement of conformance within this Resolution and NRS 116.1206, this Resolution and the rules and regulations established hereby shall be deemed and read to conform to and/or be superseded by Chapter One-Hundred Sixteen of the Nevada Revised Statutes (NRS 116.001 et seq.) and any future amendments to such Chapter and no amendment to this Resolution shall be necessary for such conformance.

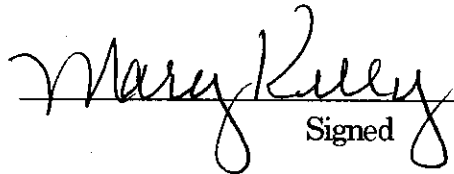
IN WITNESS WHEREOF, the Association has executed this Resolution on

Nov 10 2014.

President: JOHN WALTER
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Signed

Secretary: Mary Kelly
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Signed