

**WOODLAND VILLAGE
BOARD OF DIRECTORS RESOLUTION
RE: FINE AND ENFORCEMENT POLICY**

Woodland Village (“Association”) is a Nevada nonprofit corporation governed by the laws of the State of Nevada, including Nevada Revised Statutes (“NRS”) 116.

NRS 116.3102 provides that an association may regulate various issues involving all of the property within the Association including, but not limited to, the use of the Common Elements and Lots and impose fines or other sanctions for violations of its Governing Documents provided that it complies with the requirements of NRS 116.31031.

NRS 116.31031 provides for due process prior to the imposition of fines or other sanctions.

NOW, THEREFORE, the Association, acting by and through its Board of Directors (“Board”), hereby adopts the following policies and procedures for the enforcement of its Governing Documents:

A. General

1. If a violation poses an imminent threat of causing a substantial adverse effect on the health, safety or welfare of the Owners or residents (“HSW Violation”), the amount of the fine must be commensurate with the severity of the violation and must be determined by the Board in accordance with the Governing Documents and NAC 116. If the violation does not constitute a HSW Violation, the Board may impose a fine of up to \$100 per violation or a total amount of \$1,000 per hearing, and in accordance with the Schedule of Fines below:

SCHEDULE OF FINES

The schedule of fines provided below is not intended to be all inclusive. A fine imposed is based on the severity of the violation, which includes consideration of whether the violation has occurred in the past or other relevant factors. The amounts listed below represent the typical, lowest fine which may be imposed. Fines up to the maximum permitted by law may be imposed. Any violation, even those listed below, may rise to the level of a health, safety or welfare violation depending on the circumstances.

Violation	Amt
Parking violation	\$25
Nuisance	\$100
Signs, unapproved on Lot	\$25
Lot alterations (including landscaping, fencing and residence exterior) without prior written approval	\$100
Landscape violation	\$50
No/Unfinished landscape beyond deadline to install	\$100

Maintain and repair of Lot and Improvements, failure to	\$50
Fence Violation	\$50
Garage Door violation	\$25
Garages, use which precludes parking the number of vehicles garage was designed to park	\$50
Trash cans in view or out beyond allowable time	\$25
Unsightly articles/ prohibited items in view	\$50
Holiday lights, not removed within reasonable time	\$25
Animals, more than 5 per household	\$50
Animals, nuisance, including noise	\$50
Animals, waste not picked up	\$100
Animal, unleashed	\$100
Business operations	\$50
Drainage, interference with or alteration of	\$100
View obstructions	\$50
Utility service, lines, wires, etc., installed in violation	\$50
Diseases and insects, harbored on Lot	\$100
HSW – Weapons	\$750
HSW – Hazardous Materials	\$500
HSW – Threats	\$500
HSW – Physical Violence	\$1,000
HSW –Motorized vehicle on walking trails/ e-bikes, scooters at unreasonable speed or in a reckless manner and/or endangering others	\$500

The limitations on the amount of the fine do not apply to the amount of continuing fines which may accrue if the violation remains uncured and thus subject to continuing violation fines without further notice or hearing or to any charges or costs that may be collected if the fine becomes past due. *See* NRS 116.31031(7). A continuing fine must be in an amount equal to or less than the original assessed fine. A continuing fine must not exceed the original assessed fine.

2. Owners are responsible for their own conduct and the conduct of their invitees, tenants, guests, family members (collectively “Invitees”) and may be fined or have their membership privileges suspended for their own violations as well as violations committed by their Invitees. An Owner may be found responsible for an Invitee’s conduct if the Owner:

- a. Participated in or authorized the violation;
- b. Had prior notice of the violation based on a courtesy notice; or
- c. Had an opportunity to stop the violation and failed to do so.

The requirements of subsections (a)-(c) do not apply to a HSW violation.

- 3. The Association's covenants and rules pertain to the regulation, maintenance and use of the Common Area and prohibitive and mandatory use restrictions and obligations on the Owners and the Lots. To the extent that the alleged violation relates to a physical condition or an act or a failure to act of which it is possible to obtain a photograph, notices sent to Owners pursuant to this policy shall be accompanied by a photograph as required by NRS 116.31031.
- 4. Persons observing a possible violation should make a prompt written report to the Association's community manager specifying the date, time and location, the identity of the persons involved (if known), the Lot with which the alleged violators are associated, and a description of the alleged violation. A photograph of the alleged violation may also be submitted. Whenever possible, the community manager will independently verify the alleged violation and this independent verification will be used as the basis for any enforcement action. However, if the alleged violation is transitory in nature and not of a kind which can be later, independently verified, then the Association cannot guarantee the confidentiality of the person making the complaint.

B. Procedure

- 1. Courtesy Notice. Upon receipt of a written complaint of an alleged violation or upon its own observation or the observation of a Board member or inspector or community manager, the community manager shall send a written notice to cure an alleged violation, without the imposition of a fine, to the Owner and, if different, the person responsible for curing the alleged violation ("Courtesy Notice"). The Courtesy Notice shall:
 - a. Specify in detail the alleged violation;
 - b. Provide a clear and detailed photograph of the alleged violation, if the alleged violation relates to a physical condition or an act or a failure to act of which it is possible to obtain a photograph;
 - c. Include the applicable provisions of the Governing Documents that form the basis of the alleged violation;
 - d. Specify the proposed action to cure the alleged violation; and
 - e. Specify a reasonable time frame to cure the alleged violation before the Association takes further enforcement action.
- 2. Exemptions From Courtesy Notice. Alleged HSW violations or emergencies are exempt from the requirement to first provide a Courtesy Notice. Alleged HSW violators or

violators creating an emergency may be called directly to a hearing before the Board and, depending on the severity or urgency of the alleged violation, the hearing may be scheduled on a shortened time frame.

3. Hearing Notice. If the alleged violation is not cured within the time frame specified in the Courtesy Notice or if the alleged violation is deemed a HSW violation, then the community manager shall send a written notice to cure an alleged violation, with the imposition of fines and/or other sanctions that may be imposed if the violation is not cured, to the Owner, and if different to the person responsible for curing the alleged violation calling these persons to a hearing before the Board (“Hearing Notice”). The Hearing Notice shall:
 - a. Specify in detail the alleged violation;
 - b. Provide a clear and detailed photograph of the alleged violation, if the alleged violation relates to a physical condition or an act or a failure to act of which it is possible to obtain a photograph;
 - c. Include the applicable provisions of the Governing Documents that form the basis of the alleged violation;
 - d. Specify the proposed action to cure the alleged violation; and
 - e. Provide a reasonable time to cure the alleged violation or to contest the alleged violation at the hearing. The Board must schedule the date, time and location for the hearing so that the Owner and, if different, the person against whom the fine will be imposed is provided with a reasonable opportunity to prepare for the hearing and to be present at the hearing.

The Hearing Notice must be delivered to the Lot address and, if different, to a mailing address specified by the Owner.

4. Due Process. The Board will hold a hearing on the alleged violation in executive session unless the Owner and the person responsible for curing the violation, if different, (collectively, “Alleged Violator”) make a written request for an open hearing pursuant to NRS 116.31085(4). A Board member who is delinquent in their assessments shall not participate in any hearing or cast any vote relating to imposing a fine. If a Board member participates in a hearing when delinquent in paying their assessments, any action taken at the hearing is void and their vote is void. *See* NRS 116.31031(9).

The Alleged Violator may attend the hearing in person, via video-conference or telephonically if the Association conducts meetings using this technology, or through a representative. The Alleged Violator has the right to attend all portions of the hearing except the deliberations of the Board. At the hearing, the Alleged Violator may call any witnesses who will agree to attend and testify on their behalf; however, the Board does not have the authority to compel persons to attend or testify as witnesses. The Alleged Violator may present evidence or make any statement relating to the violation(s). The Alleged Violator may also present any evidence related to any conflict of interest of any Board member or compliance committee member (if the Board has appointed such a

committee). The Board has the right to limit the time of such hearings and may also limit the time in which any evidence may be presented.

If the Alleged Violator chooses not to attend, they may submit any additional information for the Board's consideration by delivering it to the attention of the community manager prior to the hearing. The Alleged Violator may appear with legal counsel at their sole expense; however, notice must be given to the community manager at least two (2) business days in advance of the hearing so that the Association may have its legal counsel present as well, at the Board's discretion.

Whether or not the Alleged Violator or a representative attend the hearing or submit information for the Board's consideration, the Board will make a determination based on the available facts unless the Alleged Violator executes a written waiver of the right to a hearing or cures the violation prior to the scheduled hearing. If at the hearing, the Board finds that the violation(s) exists, any sanction, initial fine or monetary penalty may be applicable immediately and due on a date established by the Board. At the hearing, the Board may suspend membership privileges to vote or use the Common Elements for a reasonable time and/or for so long as the violation remains uncured.

If the Board finds that the Association incurred Common Expenses due to the willful misconduct or gross negligence of the Alleged Violator, the Board may levy those Common Expenses against the Owner pursuant to NRS 116.3115(6).

The Board shall mail a hearing outcome letter to the Owner and, if different, the person responsible for the violation, within a reasonable time following the hearing.

5. Other Sanction/Alternative Remedies. In the event that the violation is not cured within a reasonable time as outlined in the hearing outcome letter, the Board may impose sanctions, which include, but are not limited to, the following:
 - a. If the violation(s) is not cured within 14 days or any longer period established by the Board in the hearing outcome letter, it may levy an additional fine, in an amount that does not exceed the original fine, for each 7-day period or portion thereof that the violation remains uncured without further notice or opportunity to be heard ("Continuing Violation"). The Continuing Violation fine must be in the amount of the original fine, or a lesser amount, but in no event may it exceed the original fine. *See* NRS 116.31031(7). The period to cure a violation before it becomes a Continuing Violation shall be deemed not to commence until the date on which the hearing outcome letter is provided to the Owner or, if different, the person sanctioned for the violation.
 - b. The Board may immediately revoke membership privileges, including voting and use of the Common Elements amenities for a reasonable duration of time as determined by the Board and/or until the violation(s) are cured.
 - c. Any other costs to remedy the violation(s) and legal fees incurred may be assessed and other costs and expenses may be imposed in accordance with the Association's Governing Documents and NRS 116.3116(6). Any and all fines, fees and costs assessed shall be due and payable within thirty (30) days of the date of assessment and pursuant to the Association's Collection Policy.

- d. The Board may commence legal action, including a Chapter 38 action and commencement of a lawsuit in the appropriate Court to obtain an order of compliance and an award of all accrued violation fines, attorney's fees and costs. If it prevails in any civil action, the Association will be entitled to reasonable attorney's fees and court costs. *See* NRS 116.4117(6). If any assessments or fines are not timely paid, the Association may avail itself of the remedies in the Collection Policy, including record a lien against the Lot. The Association may foreclose its lien for unpaid assessments and for unpaid HSW violations or any abatement lien assessed in accordance with NRS 116.310312. *See* NRS 116.3116 through 116.31168.
 - e. The Association may also report any violation which constitutes a violation of applicable county or state law to the appropriate law enforcement and action taken by law enforcement would be in addition to any action that may or may not be taken by the Association.
6. Discretion of the Board. The Board may determine whether to take enforcement action by exercising the Association's power to impose sanctions or commence an action for a violation of the Governing Documents including whether to compromise any claim for unpaid assessments or other claim made by or against it. The Board does not have a duty to take enforcement action if it determines that, under the facts and circumstances presented:
- a. The Association's legal position does not justify taking any or further enforcement action;
 - b. The covenant, restriction or rule being enforced is, or is likely to be construed as, inconsistent with current law;
 - c. Although a violation may exist or may have occurred, it is not so material as to be objectionable to a reasonable person or to justify expending the Association's resources; or
 - d. It is not in the Association's best interests to pursue an enforcement action.

The Board's decision not to pursue enforcement under one set of circumstances does not prevent the Board from taking enforcement action under another set of circumstances, but the Board may not be arbitrary or capricious in taking enforcement action.

SIGNATURES ON NEXT PAGE

This Fine and Enforcement Policy was Adopted at the Board of Directors meeting held on
July 21st,, 2026.

WOODLAND VILLAGE

Signed by:
By: Bob Corrado
Its: President
Signed by:
By: Loei
Its: Secretary

The undersigned certifies that a copy of this policy was delivered to all Owners of record
on August 21st, 2026 via email or US mail. Additionally, the undersigned certifies this
policy has been added to the Association's governing documents and will be supplied as part of
future resale packages.

Signed by:
Amy Tupper
Signature