

Vistoso Community Association

COMPLIANCE COMMITTEE CHARTER

PURPOSE:

The Vistoso Community Association (VCA) Board of Directors (BOD) has authorized establishment of the "Compliance Committee". The purpose of this Committee is to serve at the will of the BOD on all matters pertaining to the identifying, validating, documenting and follow up on issues of non-adherence/compliance by Vistoso Community Association (VCA) homeowners to the VCA Covenants, Conditions & Restrictions (CC&R's) that support the mission, values and strategic goals of VCA and reporting those issues to the Management for review and consideration by the BOD.

COMMITTEE STRUCTURE AND TERMS:

The Committee may be chaired by the BOD member or any member the committee chooses to place by majority vote. The appointment of a BOD member will continue if he/she is a member of and will end upon his/her resignation or removal from the Board of Directors. It is desirable that the committee will be comprised of an odd number of people: 3, 5, or 7 community resident volunteers and is open to anyone willing to assist or has working knowledge, background, or education in compliance. If there are 3, 5, or 7 members on the Compliance Committee, then it is acceptable to have 2 Board members on the committee and vote on motions.

Each member of the committee must be unencumbered by any conflict of interest. Members will be appointed by the BOD through a Resolution.

Appointment consideration criteria will include, but will not be limited to, relevant experience, willingness, and availability to serve, ability to get along with others, fairness, firmness, and ability to function within a team.

AUTHORITIES:

All committee members shall serve at the will of the BOD. The BOD has the right and authority to disband and discontinue any committee or subcommittee, as well as appoint or dismiss any committee member or subcommittee member, with or without cause. The BOD may delegate any or all the authorities vested in the Board by the Governing Documents of VCA, to the Compliance Committee, and these authorities may change at any time in accordance with the desires of the Board.

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SPECIFIC RESPONSIBILITIES:

The Compliance Committee specific responsibilities include:

- The committee shall report regularly to the Board.
- The Committee Chair, or their designate, shall make a report of the committee's action to the Board at its monthly meeting.
- To observe the general appearance of the community during their normal movement to and from their own property.
- Periodically vary their route into and out of the community, to view areas which are not proximate to their normal route.
- Members are requested to act on their own observations, and to report from other residents to identify situations of possible covenant non-adherence/compliance.
- To provide all non-adherence/compliance issues to management.
- To hear homeowner requests in a non-biased manner.
- To follow all policy and procedures and as established by the BOD and the governing documents.
- All committee members shall come prepared to each meeting, having reviewed the current meeting packets, agenda and materials. Often site visits may be beneficial to ascertain best course of action.
- Committee members should be knowledgeable of the layout and boundaries of the Vistoso Community Associations. This includes community roadways, common areas, parks, and locations of specific locations of specific community neighborhoods as well as sub-association communities.

COMPLIANCE:

The Compliance Committee is not authorized to financially or legally obligate VCA in any manner (i.e. contract for services, hire contractors, borrow money, purchase equipment or supplies, or approve such a request on behalf of the BOD) unless it has been specifically approved in the Annual Plan and Budget for the Committee or separately approved by the BOD. The committee shall meet at least once a month for review and discussion of assigned tasks.

The BOD also has the right and authority to take actions and/or make decisions with or without involving any committees and to take action and/or make decisions which are consistent with and/or contrary, in whole or in part, to any committee or subcommittee recommendations, should they see the need. The BOD also has the right to amend this Charter, should it be required.

APPROVED AND ACCEPTED BY: The Vistoso Community Association Board of Directors on May 28, 2026.