



June 8, 2024

Dear Village at Oasis and Oasis Villa Resort Homeowner,

At the board meeting held June 3, 2024 and June 5, 2024, respectively, your Board of Directors **approved** an addition to the Rules and Regulations and two new Policies for both Associations. The rule and policies are identical in every aspect with the exception of the name of the organization. In an effort to keep mailing costs at a minimum, the enclosures contain the documents for Oasis Villa Resort Homeowners only, but you can find the identical document for Village at Oasis under the Rules and Regulations section of the website.

Standard of Conduct Rule

For purposes of this rule, the term “Owner” includes an Owner’s family members, guests, tenants and invitees, and the term “Association Personnel” includes the Association’s vendors, independent contractors, staff members, personnel, agents or Directors, including without limitation gate/patrol guards, Clubhouse personnel, landscape personnel and Association management staff.

Harassment and abuse of Association Personnel by Owners will not be tolerated. Harassment includes, but is not limited to, use of profanity or vulgar language in communications between Owners and Association Personnel, obscene gestures, yelling, personal attacks or intimidation, physical abuse, stalking or threats. Owners shall address Association Personnel with respect and civility and ensure that any communications with Association Personnel are business-like and professional.

Ethics Policy

This policy is included with this document as Exhibit 1.

Neighbor to Neighbor Dispute Policy

This policy is included with this document as Exhibit 2.

Owners have a period of 28 days to submit written comments on the proposed addition to the Rules and Regulations and the Policies. Comments may be emailed to drohrbaugh@viresorts.com or mailed to

VI Resorts
4190 E Canyon Dr.
Palm Springs, CA 92264
ATTN: Duane Rohrbaugh

The board will review all comments submitted before ***adopting*** the proposed additions. Adoption is scheduled for the next regularly scheduled Board meeting.

Sincerely,

Your Board of Directors

Exhibit 1 Ethics Policy

Exhibit 2 Neighbor to Neighbor Dispute Policy

ETHICS POLICY

OASIS VILLA RESORT HOMEOWNERS ASSOCIATION

This Ethics Policy (“**Policy**”) is presented to the Board of Directors (“**Board**”) for the Oasis Villa Resort Homeowners Association (“**Association**”). Nothing herein is intended to be construed as an attempt to relieve the Association or the Board from any of its duties under the Association’s Declaration of Covenants, Conditions and Restrictions (“**Declaration**”), any other Governing Documents or applicable law. This Policy only establishes a policy for its board members and committees. This policy is intended to provide guidance with ethical issues and a mechanism for addressing unethical conduct.

A. BOARD RESPONSIBILITIES

The general duties for directors are to enforce the association’s governing documents, collect and preserve the association’s financial resources, insure the association’s assets against loss, and keep the common areas in a state of good repair. To fulfill that responsibility, directors must:

- regularly attend board meetings,
- review material provided in preparation for board meetings,
- review the association’s financial reports, and
- make reasonable inquiry before making decisions.

B. PROFESSIONAL CONDUCT

In general, directors and committee members must conduct all dealings with vendors and employees with honesty and fairness, and safeguard information that belongs to the association.

1. Self-Dealing. Self-dealing occurs when directors or committee members make decisions that materially benefit themselves or their relatives at the expense of the association. “Relatives” include a person’s spouse, parents, siblings, children, mothers and fathers-in-law, sons and daughters-in-law, brothers and sisters-in-law and anyone who shares the person’s residence. Benefits include money, privileges, special benefits, gifts or other item of value. Accordingly, no director or committee member may:

- solicit or receive any compensation from the association for serving on the board or any committee,
- make promises to vendors unless with prior approval from the board,
- solicit or receive, any gift, gratuity, favor, entertainment, loan, or any other thing of value for themselves or their relatives from a person or company who is seeking a business or financial relationship with the association,
- seek preferential treatment for themselves or their relatives,
- use association property, services, equipment or business for the gain or benefit of themselves or their relatives, except as is provided for all members of the association.

2. Confidential Information. Directors and committee members are responsible for protecting the association’s confidential information. As such they may not use confidential information for the benefit of themselves or their relatives. Except when disclosure is duly authorized or legally mandated, no director or committee member may disclose confidential information. Confidential information includes, without limitation:

- private personal information of fellow directors and committee members,
- private personnel information of the association’s employees,
- disciplinary actions against members of the association,
- private personal information of fellow directors and committee members,
- private personnel information of the association’s employees,
- disciplinary actions against members of the association,

- ♦ assessment collection information against members of the association, and
- ♦ legal disputes in which the association is or may be involved-directors may not discuss such matters with persons not on the board without the prior approval of the association's legal counsel. Failure to follow these restrictions could constitute a breach of the attorney-client privilege and loss of confidential information.

3. Misrepresentation. Directors and committee members may not knowingly misrepresent facts. All association data, records and reports must be accurate and truthful and prepared in a proper manner.

4. Interaction with Employees. To ensure efficient management operations, avoid conflicting instructions from the board to management and avoid potential liability, committee members and directors shall observe the following guidelines:

- The president of the board shall serve as liaison between the board and management and provide direction on day-to-day matters.
- Except for the president, committee members and directors may not give direction to management, employees or vendors.
- Directors may not contact management after hours unless there is an emergency representing a threat of harm to persons or property.
- If directors or committee members are contacted by employees with complaints, the employees shall be instructed to contact management or the board as a whole.
- No director may threaten or retaliate against an employee who brings information to the board regarding improper actions of a director or committee member.
- Directors and committee members are prohibited from harassing or threatening employees, vendors, directors, committee members, and owners, whether verbally, physically or otherwise.

5. Proper Decorum. Directors and committee members are obligated to act with proper decorum. Although they may disagree with the opinions of others on the board or committee, they must act with respect and dignity and not make personal attacks on others. Accordingly, directors and committee members must focus on issues, not personalities and conduct themselves with courtesy toward each other and toward employees, managing agents, vendors and members of the association. Directors shall act in accordance with board decisions and shall not act unilaterally or contrary to the board's decisions.

C. WHEN CONFLICTS OF INTEREST ARISE

Situations may arise that are not expressly covered by this policy or where the proper course of action is unclear. Directors and committee members should immediately raise such situations with the board. If appropriate, the board will seek guidance from the association's legal counsel.

1. Disclosure & Recusal. Directors and committee members must immediately disclose the existence of any conflict of interest, whether their own or others. Directors and committee members must withdraw from participation in decisions in which they have a material interest.

2. Violations of Policy. Directors and committee members who violate the association's ethic's policy are deemed to be acting outside the course and scope of their authority. Anyone in violation of this policy may be subject to disciplinary action, including, but not limited to:

- ♦ censure,
- ♦ removal from committees,
- ♦ removal as an officer of the board,
- ♦ request for resignation from the board,
- ♦ recall by the membership, and
- ♦ legal proceedings

Prior to taking any of the actions described above, the board shall appoint an executive committee to investigate the violation. The committee shall review the evidence of violation, endeavor to meet with the director/committee member believed to be in violation, confer with the association’s legal counsel, and present its findings and recommendations to the board for appropriate action. The board shall endeavor to meet with the director/committee member in executive session prior to imposing disciplinary action against that person.

D. PLEDGE

I have read the Ethics Policy and pledge to act in accordance with my obligations as described above.

Signature: _____ Date: _____

Print name: _____

Exhibit 1

DISPUTE RESOLUTION POLICY NEIGHBOR TO NEIGHBOR & PROHIBITED HARASSMENT

OASIS VILLA RESORT HOMEOWNERS ASSOCIATION

This Neighbor-to-Neighbor & Prohibited Harassment Dispute Resolution Policy (“**Policy**”) is presented to the Board of Directors (“**Board**”) for the Oasis Villa Resort Homeowners Association (“**Association**”). Nothing herein is intended to be construed as an attempt to relieve the Association or the Board from any of its duties under the Association’s Declaration of Covenants, Conditions and Restrictions (“**Declaration**”), any other Governing Documents or applicable law. This Policy only establishes a prerequisite to Association involvement in certain limited “Neighbor- to-Neighbor Disputes”, as defined, and further establishes a policy and procedure for reporting, investigating, and informal resolution of Prohibited Harassment Disputes, as defined.

DEFINITIONS

1. “**Neighbor-to-Neighbor Dispute**” shall mean a dispute or complaint(s) lodged by one (1) or more Unit Owners against another Unit Owner which, in the Board’s sole discretion, does not impact the Association or its membership more broadly.
2. “**Prohibited Harassment Dispute**” shall mean a claim of housing discrimination based upon a person’s membership in a Protected Class. Harassment may include unwelcome conduct that is sufficiently severe or pervasive as to interfere with the use or enjoyment of a dwelling, the terms, conditions or privileges related to sale or rental, or the provision or enjoyment of services or facilities.
3. “**IDR**” shall mean the interactive, Internal Dispute Resolution process defined in Civil Code sections 5915.
4. “**ADR**” shall mean Alternative Dispute Resolution; specifically, mediation or arbitration as defined in California Civil Code section 5925.

POLICY TERMS-NEIGHBOR TO NEIGHBOR DISPUTES

1. In the event of an alleged violation(s) of the Association’s Governing Documents that cannot be viewed during an inspection of the Association (e.g., noise, animals, etc.), the complaining Unit Owner shall submit a Violation of Governing Documents Report form (“**Report**”) to the Association’s management company (“**Management**”). The Report is included with this Policy as Exhibit “A.”
2. Before the Board will review any alleged violation(s) of the Association’s Governing Documents, as described in paragraph one (1), the Board must receive a completed, signed Report from one (1) Unit Owner. Upon receipt of the Report, the complaint shall automatically be deemed a Neighbor-to-Neighbor-to-Neighbor Dispute. Management shall investigate the circumstances of the Report, including such factors as the nature, context, severity, scope frequency, duration, location and relationships of the persons involved. A written management report shall be submitted to the Board of Directors.
3. Following the investigation, the Board of Directors may elect to offer IDR to the affected parties, issue a cease and desist letter, issue fines and/or suspension of membership privileges

after notice and hearing. Any determination by the Board shall be in writing and communicated to the complaining party.

4. If IDR is offered, the Board shall, in compliance with CC §5915(b)(3), designate a director to meet and confer with unit owner/(s).
5. A written invitation will be extended to other involved party to participate in a meeting to discuss the alleged dispute complained of in the Reports.
6. An agreed upon resolution of the dispute agreed to by the parties shall be memorialized in writing and signed by all parties, including the board designee. A written agreement reached under this section, and signed by all parties, binds the parties and is judicially enforceable.
7. The parties to the Neighbor-to-Neighbor Dispute are encouraged to use their best efforts to use the IDR process in resolving the dispute. However, ADR may be accomplished by the complaining parties serving the other (responding) party(ies) with a Request for Resolution in accordance with California Civil Code section 5935.

POLICY TERMS-PROHIBITED HARASSEMENT DISPUTES

1. Statement of Policy. Members and other residents shall not engage in any abusive or harassing behavior, either verbal or physical, or any other form of intimidation or aggression directed at other members, residents, guests, occupants, invitees, or directed at management, its agents, its employees, or vendors.
2. Procedure to Report. Any member, resident or occupant of a dwelling may report a claim of Prohibited Harassment to the Association's Board of Directors by completing and submitting a Violation of Governing Document Report ("**Report**") included with this Policy as Exhibit "A".
3. Policy for Investigating. Upon receipt of a completed and signed Report alleging Prohibited Harassment, the Board of Directors shall investigate the circumstances of the Report, including such factors as the nature, context, severity, scope, frequency, duration, location and relationships of the persons involved. The Board of Directors shall also evaluate the power, responsibility, and authority of the Association to correct the alleged harassment under the Governing Documents, by contracts, or applicable law.
4. Potential Actions Related to Findings. Depending upon the findings of the Board of Directors, the Association may elect to offer IDR to the affected parties, issue a cease and desist letter, issue fines and/or suspension of membership privileges after notice and hearing, discipline or terminate vendors or employees, or undertake further legal action. Any determination by the Board shall be in writing and communicated to the complaining party.

THIS POLICY SHALL BE INAPPLICABLE TO ANY COMPLAINTS OTHER THAN NEIGHBOR TO NEIGHBOR OR PROHIBITED HARASSEMENT DISPUTES

EXHIBIT "A"

(Violation of Governing Documents Report Form)

Exhibit 2

VIOLATION OF GOVERNING DOCUMENT(S) REPORT (NEIGHBOR TO NEIGHBOR OR PROHIBITED HARASSMENT)

Upon receipt of this completed and signed Report form, the Board of Directors (“Board”) for Oasis Villa Resort Homeowners Association (“Association”) will review an alleged violation(s) defined as either a (1) Neighbor to Neighbor Dispute, or (2) Prohibited Harassment in accordance with the Association’s Dispute Resolution Policy for disputes of that nature and kind.

Please be as specific as possible to allow the Board to expedite the process in a timely manner. All alleged violations will be evaluated to ensure they are considered an infraction as defined by the Association’s legal documents.

REPORT FILED BY:

Name: _____

Address: _____

Phone: _____ Email: _____

Date: _____ Signature: _____

VIOLATION INFORMATION:

Name(s) (Alleged Violator): _____

Address: _____

Phone (If Known): _____ Email (If Known): _____

Description of alleged violation: _____

(If additional space is needed, please use reverse side of form.)

Dates and times alleged violation occurs? _____

How often does the alleged violation occur? _____

EXHIBIT "B"

(Request for Resolution Form)

Exhibit 2

REQUEST FOR RESOLUTION

THIS REQUEST FOR RESOLUTION is being made pursuant to California Civil Code section 5935. Copies of the applicable California Civil Code sections are attached pursuant to California Civil Code section 5915. _____ (“Claimant”) hereby requests that the dispute identified below (“Dispute”) be submitted to Internal Dispute Resolution (“IDR”).

NAME AND ADDRESS OF CLAIMANT:

NAME AND ADDRESS OF RESPONDENT:

BRIEF DESCRIPTION OF DISPUTE:

(Use reverse side of this form if more space is necessary.)

Signature of Claimant

Date

The undersigned Respondent hereby:

ACCEPTS

REJECTS

the foregoing Request for Resolution to submit the above-referenced Dispute to IDR.

**RESPOND BY RETURNING THIS COMPLETED AND EXECUTED REQUEST FOR
RESOLUTION TO CLAIM**