Rules and Regulations

For

Quail Meadows West

Revised June 15, 2026



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PURPOSE OF THIS BOOKLET

This booklet is a compilation of the various documents pertaining to the rules, regulations, resolutions, policies and general information concerning Quail Meadows West. These documents were formulated, based upon the Covenants, Conditions and Restrictions (CC&R's) for Quail Meadows West, the By-laws and the Rules & Regulations.

Should any conflict arise between these documents and the CC&R's, By-laws and Rules & Regulations the actual documents shall prevail.

This is being published by the Board of Directors of the Quail Meadows West Homeowner's Association for the benefit of the residents of the park.

We hope that it will be helpful to have this information organized and bound in a booklet for easy reference. As noted in the "Rules and Regulations," it is the responsibility of every resident to be informed and conform.

GENERAL INFORMATION

1. OPERATION:

The association's Board of Directors is elected annually in January and consists of five homeowners. These officers are Chairman, First Vice Chairman, Second Vice Chairman, Secretary and Treasurer/Finance Officer.

Associations meetings are conducted as needed, generally on a monthly basis. These meetings are conducted in the clubhouse. The Association's office is located in the clubhouse; however, there are no scheduled hours. The Association's officers can be contacted at their home by telephone. The front entrance to the clubhouse posts a list of officers and telephone numbers. Remember that all of the board members are volunteers.

2. MONTHLY ASSESSMENT

Each year the Board of Directors prepares a budget for the coming year. This budget determines the amount of each homeowner's monthly assessment.

3. INSURANCE COVERAGE

The association provides insurance coverage for the clubhouse and all common ground areas. Each owner must provide coverage for his or her own unit. This includes fire, liability and personal property etc.

4. UTILITIES AND SERVICES

As with the insurance coverage, only the common ground areas are provided for through the monthly assessments. Each homeowner is responsible for the utilities connected to their home as well as trash pick-up, landscaping and landscape maintenance.

5. SECURITY

Fencing surrounds the community with an electrically controlled gate at the entrance on College Drive. This gate is closed at six (6) PM and is opened at six (6) AM. When the gate is closed, entrance to the park may be gained with either a remote transmitter, which the treasurer can get for you with a $25.00 deposit, or using the gate telephone pad. The clubhouse and pool areas are kept locked at all times for safety purposes. Keys may be obtained from the treasurer with a deposit of $5.00 per key, limited to one key per adult resident.

6. SOCIAL ACTIVITIES

The Association's Social Club was established to provide functions for the enjoyment of all residents. Every resident is automatically a member of the Social Club and no dues are required. Information regarding the various functions conducted by the Social Club may be found on the bulletin board in the clubhouse and in the monthly newsletter (Quail Meadows West Messenger).

GATE INSTRUCTIONS

The Security Gate is closed each day from 6:00 PM in the evening to 6:00 AM in the morning. Residents and guests may open the IN-Gate during these hours by using one of the following methods:

1. Residents may obtain a remote transmitter (similar to a garage door opener) for a $25.00 deposit, which will open the gate from your car. This opener may be obtained from the HOA office located in the Clubhouse. Please call ahead to make arrangements 1-805-937-0024. You can also program the current entrance code into your vehicle if your vehicle permits.
2. Residents only may open the gate by using the Elika Access System as follows: Enter the current code into the number pad including the special symbol, when the gate opens, drive through.
3. Guests should only be allowed through the security gate in the following manner: {Note: this method requires that you have a Touch Tone phone in your home or a Cell Phone).

Guests use the Elika Access System by searching your last name in the viewing window. Stop on the chosen name then press the arrow in between the up and down arrows or press the round call button. Either way prompts a call to the phone number for that resident. Once answered, the resident and guest can speak to each other. The Resident then presses 5 on their phone which opens the IN Gate and their guest enters.

* The access code is for the use of residents only and should be kept entirely confidential. It should never be given out to friends, guests or other visitors. This is for the safety of all residents.

** For new residents who do not have the access code, contact a Board member to obtain the current code.

DUES AND ASSESMENT

As per Davis Stirling Act and California code 5600. The Board of Directors is responsible for enforcing the Rules and Regulations and can be held liable under State and Federal law if they fail to do so. The Board, therefore, intends to levy fines, late charges and take such other actions as necessary to enforce them. It is each Owner's sole responsibility to inform their tenants of all Rules and Regulations. The Owner is also responsible for any and all damage caused by their tenants.

A. Dues and Assessments -- These are due on the first day of each month and are delinquent as of the fifteenth (15th). If unpaid, the following action will be taken by the QMW HOA Board.
   1. On the 15th calendar day a Notice of Late Charge of $25.00 will be mailed on all delinquent accounts. The late Charge is immediately payable and must be paid before the end of the month in which it was sent.
   2. If the delinquent dues and late charge remain unpaid at the end of the month, the matter will be turned over to our collection company. ALL collection and legal costs, plus 10% interest will be charged to the homeowner.
   3. If after Sixty (60) days the dues or assessments are still delinquent: a lien against the property will be filed. The lien will include all amounts outstanding plus late charges, costs of collection, legal fees, interest and any other costs which are incurred.
   4. When dues are delinquent for one hundred twenty (120) days, foreclosure proceedings will be implemented.

Fines and Penalties per civil code 5850

5. First offense will receive a written notice describing rule infraction, expected resolution and length of time to remedy the stated infraction (15 days).
6. Second offense will receive a (10 day) written notice to advise homeowner of time and date that the board will meet to assess or discuss issuing a fifty ($50.00) dollar fine for violation(s) of HOA governing documents. Homeowner(s) are advised that they have a right to attend and address the board, and if requested, board can meet homeowner in executive session
7. Third offense will receive a $100.00 fine for violation of HOA governing documents with no further notification required by the board.
8. Fourth and subsequent offenses will be subject to a $100.00 per incident or rule violation.

Collection

9. <u>Payment of late charges will take precedence over any other payments made to the late charge will be deducted and the dues will be short and therefore subject to further late charges QMW Home Owners Association regardless of any stated purpose noted on the check. This means that if you have an outstanding late charge at the time you pay your dues, the specified in "A" above.</u> All HOA privileges will be suspended until all fines & penalties are paid in full.

Notice to All Homeowners: The decision to levy and collect finds and late charges rests solely with the Quail Meadows West Home Owners Board of Directors. Further, the QMW Board of Directors at its discretions may amend this document at any time as deemed necessary.

MAINTENANCE & REPAIR

10. Every Home situated in the Quail Meadows West development shall be maintained in good order and repair by the owner or the resident thereof. The unit must be maintained at the sole expense of the owner or resident and their home kept in a clean, attractive and well-kept condition.
11. All landscaping to include trees, bushes and other vegetation shall be kept as to not cause damage to other properties or common areas. If water regulations require a reduction in use, owners will adopt a more drought tolerant landscape design and make changes that continue to provide an attractive appearance. All yards must be maintained regardless of water use or design.
12. All homeowners will maintain roofs, siding, walkways, driveways, paint and any other exterior portion of homes.
13. All external repairs, maintenance or landscaping shall have architectural committee approval.

RULES AND REGULATIONS

Quail Meadows West is a 'Planned Unit Development' commonly known as a 'PUD' operated under the laws of the State of California and the ordinance codes and regulations of the City of Santa Maria and Santa Barbara County. It is governed and managed by an elected board of Directors of the Homeowners Association. The Board of Directors, (hereinafter referred to as the Board) has the right to adopt and enforce, in the name of the Association, rules and regulations relating to the enjoyment of the units and common areas and property owned by or in control of the Association.

The Board may, from time to time, amend, review or add rules and regulations as required to conform to state, city and county requirements, or amend, revise or add rules and regulations to regulate the use and enjoyment of the units or the common areas provided that said rules and regulations are consistent with the Declaration of the Covenants, Conditions and Restrictions and the By-Laws of the Association. Any article or paragraph of these rules and regulations that is now or may, in the future, conflict with state or local law or regulations or the Declaration of Covenants, Conditions, and Restrictions and By-Laws of the Association shall be void and may be amended as required, but the remainder of the rules and regulations shall continue in effect.

Each residential unit has a key to the clubhouse and pool area. This key is for the use of the adult resident and is not to be loaned or given to anyone else for their use at any time. **We will confiscate the key from whoever is using it at the time.**

Quail Meadow's West business office is located at 866 Whippoorwill Drive. The office telephone number is 805-937-0024. The office is not staffed, however, the telephone is equipped with an answering machine. If you leave a message, someone will respond to your call.

PURPOSE OF THE RULES

These rules and regulations are binding on all residents in the Park and on their guests or visitors. They are promulgated by the Board for the purpose of providing a pleasant living environment for the enjoyment of all persons residing or having an interest in the Park.

OCCUPANCY

The Board should be notified as to who lives in each unit. This is necessary for insurance purposes, everyone's security and for our 'DIRECTORY BOOK', which is published annually. A guest staying more than 30 days will be considered a resident.

LOT USAGE

No part of the residential area shall be used or occupied for any purpose other than the residential dwelling of the resident and the immediate family of the resident, or the guest of the resident. The use or occupancy, in whole or in part, of any portion of residence for commercial, trade or other non-residential purposes is strictly prohibited except as permitted under Section 12-29.07 by the City of Santa Maria. Moving, Estate or Garage sales will be permitted with the approval of the Board. No short term rentals, vacation rentals or any temporary lease/rental terms shorter than 6 months will be allowed.

The QMW Social Club will arrange once a year "Garage Sale" for the entire complex at a date to be determined by the Social Club. The Social Club will be responsible for the ad in the local newspaper with the hours to be determined by the Social Club. This garage sale will be for individual homeowners and renters/tenants. All participants will be responsible for their own clean-up. Anyone moving from the park will be allowed to have a yard sale or estate sale to help clean out the unit.

The drying or airing of clothes, towels, rugs or laundry of any description in or upon any portion thereof must be out of site and not visible from the street.

All trash, debris, barrels, brooms, ladders, bicycles, toys, etc. must be kept out of sight. It is recommended that garbage be placed in plastic bags before being placed in containers.

Except as previously approved in writing by the Architectural Control Committee, no structure may be affixed to any home so as to extend outward beyond the surface of the home including, but not limited to antennas, window air conditioners or air coolers, awnings or sun shades. No short wave receivers or transmitters shall be operated on or with the park.

Existence of any condition which induces or harbors or may tend to induce or harbor, offensive odors, infectious plant diseases and/or noxious insects and/or rodents or reptiles is strictly prohibited.

NO improvements, excavation or other work (including, but not limited to, exterior painting) which in any way may alter the exterior appearance of any structure in the residential areas from its natural or improved state shall be made or done without prior written approval of the Architectural Control Committee

(See the section entitled "Architectural Standards" for further details)

VEHICLES, TRAILERS, CAMPERS, BOATS ETC.

All motor driven vehicles used in our Park must be currently licensed for use on California highways and must be street legal in accordance with the California Highway Patrol. All vehicle operators must be properly licensed. The speed limit within the Park is 15 mile per hour and all traffic signs must be obeyed for the safety of all residents. Pedestrians and bicycle riders must obey Vehicle Traffic Regulations.

No motorcycle, motor scooter, motor bike or other motorized vehicle which exceeds the standard for emission (86 decibels) or any revised standard which is less that the current standard may be used for transportation in Quail Meadows West.

Skate boarding is prohibited on all streets in the park and on the sidewalks around the clubhouse.

All garages in Quail Meadows West are designed to accept two (2) standard automobiles. All resident's vehicles that can physically fit into the garage, without modification of the structure must be parked fully inside the garage of the resident's home each night. If a resident owns more than two (2) vehicles, the additional vehicle may be parked on the driveway of the resident's home. Residents may not park vehicles overnight on the street or in spaces designated for guest parking. Our streets should be clear of all vehicles between 12:00 AM midnight and 6:00 AM. Common area parking spaces may be used by residents or guests when attending the clubhouse.

Recreational vehicles may be loaded and unloaded in close proximity to the resident's home for a period not to exceed eight (8) hours. Absolutely no overnight parking is permitted. Parking for recreational vehicles may be arranged for in the Recreational Vehicle Storage area just north of the Park. There is a fee for the use of this area as it is totally separate from QMW.

The maintenance, construction, repair or rehabilitation of any vehicle or machine, mechanical or electronic equipment or other things which detract from the general appearance of a unit within the park is prohibited. This prohibition shall not apply to emergency repair of motor vehicles owned by the resident or their guest. Inoperable vehicles are not permitted to park in the driveways.

ANIMALS AND/OR PETS

Upon the written request of any resident, the Board shall, in sole and absolute discretion, determine whether, for the purpose of this rule and regulation, a particular animal, bird or fish is or is not a domestic pet and/or whether the number thereof kept or maintained, or proposed to be kept or maintained, is reasonable.

The Board may, from time to time and in its sole and absolute discretion, determine if any such pet is or has become a nuisance and prohibit such pet as provided for by the Declaration of Covenants, Conditions and Restrictions.

Animals, birds or fish may be kept or maintained in the Park as domestic pets. Each home may contain no more than two (2) dogs or two (2) cats or a combination of each species and no more than a reasonable number of small pets capable of being confined in cages.

Pets must be confined within the enclosed area of a unit and shall not at any time be loose in the Park or on other units. When notified, the Board may arrange to have loose animals impounded at the resident's expense. Each pet must be licensed and inoculated in accordance with local laws.

A resident or guest of a resident will be allowed to walk or exercise pets on any street within the park. THEY MUST BE ON A LEASH AT All TIMES. Pets will not be allowed in front yards of other residences. Under no circumstances will animals be allowed in the clubhouse, swimming pool area, picnic area or any other recreational area. Any time a pet is not in their own back yard, the owner must have them on a leash.

Each resident must carry the supplies with them and clean up any excrement from their pet. Residents are solely responsible to clean up the unit or lot site where an animal or other pet is kept or maintained. Disposal of pet waste or excrement is the resident's responsibility and under no circumstances is any project facility to be used for this purpose.

Pets will not be allowed to cause any disturbance which might annoy neighbors. Disturbances may be described as, but not limited to, barking, growling, caterwauling, or any unusual noises, biting, or causing damage, or offensive odors which will annoy or cause harm to a resident. If a pet causes a disturbance, a first notice will be sent. If a second violation is noted or a second valid complaint is received by the Board, the pet owner will receive a notice to dispose of the pet.

CLUBHOUSE RULES AND REGULATIONS

The Quail Meadows West Homeowner's Association, Inc. maintains the clubhouse primarily for its meetings and Social Club functions. The clubhouse is also available for use of our residents and their invited guests for social purposes with restrictions as noted below.

A. DEFINITIONS
   1. Homeowner: Those persons (or person) who own a home in Quail Meadows West and reside in that home.
   2. Landlord: Those persons who own a home in Quail Meadows West but have rented that home to a second party. In such case the Renter rather than the Landlord has clubhouse privileges.
   3. Renter: Those persons who have clubhouse privileges because they rent a home in Quail Meadows West from a Landlord.
   4. Resident: Anyone who is registered as a member of a household in Quail Meadows West and is thus privileged to use the clubhouse within the limitations given below.
   5. Social Club: All residents are automatically members of the Social Club which organizes and conducts a variety of social activities each month for residents living in Quail Meadows West.
   6. Guest: Anyone visiting a resident on a temporary basis.

B. GENERAL RULES AND REGULATIONS

Use of the clubhouse is subject to the following Rules & Regulations:

1. USAGE

The clubhouse may not, under any conditions, be used for commercial or promotional activities. Residents under 18 years of age and ALL guests must have a responsible adult Resident present at all times when using the clubhouse facilities.

2. ALCOHOL
   a. Alcoholic beverages may not be sold in the clubhouse nor on any Quail Meadows West common area.
   b. Minors may not be served alcohol.
   c. Alcoholic beverages shall not be consumed in quantities which cause any person to become a danger to himself/herself or any other individuals. Any person appearing to be intoxicated shall not be allowed to consume alcoholic beverages. Alcoholic beverages may not be served by the Association, the Social Club, or their officers. (This will reduce the risk to the Association and its members of being sued). Residents may however, bring their own bottle (BYOB) to certain specified functions.

3. TICKETS SOLD

Tickets sold for clubhouse events may not be sold to outsiders. Residents may purchase tickets for their guests.

4. CANDLES

NO LIGHTED CANDLES MAY BE USED FOR DECORATION. The only exception to this rule is that lighted candles may be used on a cake in celebration of an event. These candles must then be extinguished as soon as reasonable after their use.

5. SWIMWEAR

Entry to the clubhouse is prohibited to anyone in swim wear of any kind, except to use the rest rooms.

6. USE OF CLUBHOUSE KEY

This key is for the use of an ADULT RESIDENT ONLY, and may not be loaned to anyone.

7. CLEANUP

Users of the clubhouse for any purpose are responsible for the clean-up of the facility. Failure to do so will result in charges or assessments levied by the Board to restore the clubhouse to a clean and orderly condition.

8. SMOKING

Smoking is not permitted in the clubhouse or in the patio/pool area.

9. SECURITY

Upon leaving the clubhouse, user must see that all exterior doors are locked.

C. POOL TABLE

No one under the age of 12 is allowed to use the pool table. No one under the age of 18 may use the pool table unless accompanied by an adult Resident, who is 18 years of age or older. The adult resident is responsible for proper conduct of his/her guest or minors, and for any damage that may occur to the pool table or equipment.

D. KITCHEN

1. KITCHEN SUPPLIES

If the kitchen facilities are used, the user must bring their own expendable supplies.

2. CLEAN-UP

It is the responsibility of user to restore the kitchen to a clean and orderly condition.

PRIVATE USE OF CLUBHOUSE

The clubhouse and its facilities are available to Homeowners/Renters and their invited guests for a private event, subject to the following Rules & Conditions.

1. APPROVAL

Private use of the clubhouse requires the Homeowner/Renter to first obtain written assurance from the Social Club President that no conflict will exist, then obtain written approval from the Association Board of Directors. (The board may delegate this authority to the officer in charge of the clubhouse.)

2. RESERVATIONS

Reservations must be made no sooner than 45 days before the scheduled event. Reservations may be made for one day only between the hours of 10:00 AM and 10:00 PM.

3. LIMITED USAGE

A homeowner/Renter household may not reserve the clubhouse more than twice each calendar year for any reason without special permission of the Board of Directors.
Examples: anniversaries, birthdays, outside organizations etc.

4. OUTSIDE ORGANIZATIONS

The clubhouse may be reserved by a Homeowner/Renter for a social function of a club or organization of which the Homeowner/Renter is a member with these limits.

a. A Homeowner/Renter may not reserve the clubhouse for this purpose more than once per calendar year.

b. The same club or organization may be invited to a private function no more than twice in a calendar year, and then only if invited by a second Resident who is also a member of the same club or organization.
c. A "social function" is a party which a Homeowner/Renter would normally hold in their home, if larger, and not a regular meeting.
d. No religious or political meetings will be held in the clubhouse.

5. DEPOSIT

A $100.00 cleaning deposit is required at the time the reservation is made. This deposit is refundable if the clubhouse and facilities are left in a clean and undamaged condition. If cleaning and repair exceed $100.00, the Homeowner/Renter is responsible for such expense. Any trash or garbage generated at the function must be removed from the premises by the user. The clubhouse trash bins are not to be used.

6. ALCOHOL

Private parties may serve wine, beer, or champagne. Hard liquor is prohibited. There is no exception to the three following rules.

a. Serving of alcoholic beverages to a minor is prohibited.
b. Sale of alcoholic beverages on Association owned property if prohibited.
c. Alcoholic beverages shall not be consumed in quantities which cause any person to become a danger to himself/herself or any other individuals. Any person appearing to be intoxicated shall not be allowed to consume alcoholic beverages.

7. WAIVER

A contract must be signed by the Homeowner/Renter using the clubhouse signifying that he/she understands the Rules and Regulations and agrees to be responsible for his/her guests, and that he/she will defend, indemnify, and hold the Association free and harmless from any claims asserted against the Association by persons attending the event.

8. HOLIDAYS

No major holiday may be reserved for a private event. Major holidays include New Years Eve and Day, Valentine's Day, Easter, Memorial Day, July 4th, Labor Day, Halloween, Thanksgiving and Christmas Eve & Day.

9. PRIORITIES

Homeowner Association and Social Club activities will have priority over private parties if there is a conflict of dates.

10. SWIMMING POOL, SPA & POOL TABLE

The pool, spa and pool table may not be reserved or used by private parties.

11. CLUBHOUSE CAPACITY

The clubhouse capacity of 70 persons must be adhered to.

12. SMOKING

No smoking is allowed anywhere in the clubhouse or pool area at private parties.

13. RESPONSIBILITIES

Each homeowner/Renter shall be responsible to pay for any damage caused by the Homeowner's/Renter's guests.

14. ALL OTHER RULES UNDER HEADING "CLUBHOUSE" MUST BE ADHERED TO BY THE USING HOMEOWNER/RENTER AND THEIR GUESTS.

SPECIAL USE OF THE CLUBHOUSE

The clubhouse may be used for other purposes which benefit the Resident in general, subject to approval of the Board. Examples: Polling Place, meeting of the South Coast Homeowner's Association, etc.

JOGGING PATH AND OUTDOOR COMMON AREAS

The jogging path and outdoor common areas are not intended for field sport use such as (but not limited to) baseball, football, soccer, frisbee, or golf. No motor driven vehicles of any kind (including electric or battery) are permitted on these facilities (except county workmen repairing the basin or workmen hired by the Board for normal maintenance purposes). Bicycles may not be used on the jogging path. Each person utilizing those areas does so at their own risk and understands these areas are unsupervised. Persons using these areas are responsible for keeping them free of trash and debris. These areas may be reserved only in accordance with procedures established by the Board.

CLEAN UP AND SAFETY

All residents of the Park and their guests have a responsibility to report to the Board any unsightly or unsafe condition which they observe. Each resident also has the responsibility to keep the premises free from any conditions due to their own use of the premises or the facilities, whether at their own unit or anywhere else on the premises. Residents must cooperate with the Board in any form of fire protection or education program reasonably prescribed to maintain the safe condition of the Park and physical well-being of all its occupants.

ANNOYING CONDUCT

No resident of guest thereof may engage in any conduct within the Park which may reasonable be determined to constitute a substantial annoyance to other residents. Upon formal notice from the Board to desist from such activities, residents will immediately comply and so desist. If the resident believes that such conduct is unreasonably categorized as an annoyance, such resident may request an immediate open meeting of residents and the Board to discuss the issue, after which the Board will determine whether to demand that the resident refrain from such conduct.

COMPLIANCE WITH RULES AND REGULATIONS

All owners, lessees and their guests shall fully comply with these rules and regulations. All residents must keep themselves continuously informed as to the content of these rules in their present form or as they may be amended from time to time, and will have the responsibility to keep their guests informed as may be appropriate on any occasion. If the Board believes any resident is in default with these rules, such resident will receive at least one (1) written notice of an alleged violation thereof, giving the resident at

least seven (7) days to adhere to the rule before a fine is imposed. Fines may thereafter be imposed at the discretion of the Board.

SIGNS

Residents must notify the Board, in writing, if their home is for sale. ('Notice of Intent to Sell' forms are available in the clubhouse.) All 'For Sale' signs must comply with the regulations set forth by the California Civil Code. It is recommended that one sign be placed on the front lawn near the curb be used to designate the home as 'For Sale'. **Directional signs may not be placed on any other yard or common area in the park.**

ANY OTHER SIGNS ON THE PROPERTY ARE STRICTLY FORBIDDEN

Size of Signs: An association may prohibit noncommercial signs and posters that are more than 9 square feet in size.

A political sign "may not be displayed in excess of a period of time from 90 days prior to an election to 15 days following the election, unless a local ordinance… imposes a more restrictive period of time for the display of such a sign."

Failure to comply will be addressed in the fining ordinance

MISCELLANEOUS

No solicitation for commercial gain is permitted at any time within the Park. Delivery people, trash service, mail delivery, parcel service or others conducting authorized services are permitted, and must obey all Park rules and regulations including the Park speed limit.

All resident complaints, except emergencies must be presented in writing and signed by the complainant. If the complaint is against another person, that person must be named. Complainants name will be kept in strictest confidence.

No violations of any law of the City, County, State or Federal government will be tolerated. No acts or demeanor shall be permitted which would place the residents of these premises, or any Board Member of the Association, in violation of any law or ordinance.

The local law enforcement should be called upon for any "disturbing the peace" complaints.

SWIMMING POOL AND SPA RULES

POOL & SPA - OPEN FROM MARCH 1ST THRU NOVEMBER 30TH ONLY POOL & SPA HOURS: Open by 10:00 A.M. Close at 9:00 P.M.

GENERAL:

1. Rules and times of use of these facilities are posted. EACH PERSON NEEDS TO UNDERSTAND THAT THERE IS NO LIFEGUARD ON DUTY IN THE POOL AREA AT ANY TIME. THEREFORE, YOU SWIM AT

YOUR OWN RISK. For safety's sake, never swim alone and remember that remaining in the spa for a prolonged period of time may be hazardous to your health.

2. Swimsuits (wet or dry) may not be worn in the clubhouse at any time except to use the restrooms.
3. Authorized swimwear must be worn by all, including children. Nudity is not allowed. Cutoffs or street clothing may not be worn in the pool or spa.
4. Running, jumping, diving or other types of 'horseplay' are not allowed in the pool or surrounding areas. The pool is small in size (35'17') and cannot be enjoyed by everyone if one or two people are engaging in these types of activities.
5. The swimming pool and spa are primarily for the use and enjoyment of the residents and their family members that reside with them.

SPECIFIC RULES:

6. A shower must be taken before entering the pool or spa.
7. Residents are limited to bringing no more than six (6) guests and/or relatives to the pool area per household. This number includes all adults and children.
8. The order of preference for pool usage is as follows:
    a. Owners and any children or parents that reside with them (children under the age of 18 must be accompanied by an adult resident at all times.
    b. Visiting children, grandchildren and other relatives of owners.
    c. Other non-related guests.
9. Children who are not toilet trained, may not be in the pool area without a diaper and plastic pants. Children in diapers are never permitted in the pool or spa.
10. Any person having an apparent skin disease, sore or inflamed eyes, cough, cold, nasal or ear discharge, or any other communicable disease, will not be allowed in the pool or spa.
11. Smoking is not allowed while in the pool or spa area. All smoking material must be disposed of in an appropriate manner in order to keep the pool area clean.
12. Food or beverages (including alcoholic) shall not be consumed while in the pool or spa.
13. Glassware is not allowed anywhere in the pool/patio area.
14. No one is allowed to use the pool or spa in such a manner as to make it unusable by others (see #4 above). This would include swim fins, balls floats as they interfere with others.
15. Children who cannot swim the length of the pool, must be accompanied by an adult swimmer in the water at all times.
16. Swimmers or spa users may not enter the water with suntan lotion or oily substances applied to their skin.

ALL RESIDENTS AND GUEST SHALL FULLY COMPLY WITH THESE RULES AND REGULATIONS.

ELECTION RULES

QUALIFYING CANDIDATES for the Board: Must be a member of the association, but there are no other restrictions listed in our documents. The board at the regular meeting in October shall name a nominating committee. This committee shall present the candidate names to the board at the November meeting. Any member of the association has the right to **nominate themselves for the board at the same time.**

QUALIFIED ISSUES FOR INCLUSION ON THE BALLOT: Any issue that a member wants to have included on the **printed ballot,** must bring it before the board by the regular November meeting. A change in the CCR's requires a 2/3 majority (77 of 115) vote for passage. All other issues require a simple majority (58 of 115) vote for passage.

PROPOSALS FROM THE FLOOR: In the past, we have always allowed proposals from the floor at the member meeting. **They must be in writing.**

QUALIFYING MEMBERS FOR VOTING: Each OWNER shall have a right to one (1) vote for each UNIT owned in Quail Meadows West. This person must also be **'A Member in Good Standing'**.

According to Section 1, Article 5 of our by-laws, we allow straight voting (one vote per lot) and votes shall not be cumulated.

QUORUM: A quorum is required at any member meeting by our By-Laws. Our By-Laws state that a quorum is 51% of the voting power of the membership. This means that 51% or (59 of 115) members must be present or represented by proxy.

BALLOT COUNTING: If there are no more than five (5) candidates for (5) positions, the chairman of the present board can use the term 'Elected by acclamation' for the **Board candidates.** The Ballots would then be counted for any issues listed.

ELECTION PROCEEDURES

INSPECTORS OF ELECTION: The statute states that we should use 'Independent third parties' as inspectors of the election. These people must be named before the ballots are sent out. We can use members that have 'no familial relationship or financial relationship' with any of the present board members or any of the candidates. We are required to have either one (1) person or three (3) people assigned to do this. They must not be close friends to each other.

After receiving the list of candidates at the November meeting, the board shall name three (3) people to serve as inspectors for the election.

Their duties would include:

A. Determine the number of memberships entitled to vote.
B. Determine the authenticity, validity, and effect of proxies, if any.
C. Receive Ballots
D. Hear and determine all challenges and questions in any way arising out of or in connection with the right to vote.
E. Count and tabulate all votes.
F. Determine when the polls shall close.
G. Determine the result of the election.

H. Perform any acts as may be proper to conduct the election with fairness to all members in accordance with this section and all applicable rules of the association regarding the conduct of the election that are not in conflict with this section.

Any inspector of election shall perform his or her duties impartially, in good faith, to the best of his or her ability, and as expeditiously as is practical.

BALLOT PACKAGE: The statute requires us to vote using the double envelope secret mail balloting system, which is similar to the absentee balloting system for most public elections. We will use a modified system. According to Section 4, Article 9 of our by-laws, we have provided for absentee ballots.

A packet will be sent to each member at least 30 days prior to the member meeting which will include these four (4) items: a ballot, a proxy, an envelope for the ballot and another larger envelope for the member to return it all in. **Everyone should vote on his or her ballot prior to the meeting.**

1. The ballot would list all candidates for the board and any issues that qualified for the ballot ahead of time.
2. Smaller envelope for ballot. **PLEASE MARK YOUR BALLOT AND PLACE IT IN THIS ENVELOPE AND SEAL IT. THEN, PLACE THIS ENVELOPE INTO THE LARGER ENVELOPE ADDRESSED TO THE INSPECTOR OF ELECTION.**

ONCE THE INSPECTOR OF ELECTIONS RECEIVES THE SECRET BALLOT,
IT SHALL BE IRREVOCABLE

3. Enclosed will also be a proxy form for you to name a person to vote for you. The ballot envelope and the proxy form should be enclosed in the larger envelope. This will allow your designee to vote for you on any actions from the floor.
4. Larger envelope for member to insert the smaller envelope and the proxy form. **This will need to be marked with the members name, address, lot/unit number and a signature line. It will also be marked where to deliver it.** This large envelope can be delivered to the Inspector by 6P.M. the day before the meeting or you may bring it with you to the meeting.

BALLOT COUNTING: If there are no more than five (5) candidates for five (5) positions, the chairman of the present board can use the term 'Elected by acclamation' for the board candidates. The inspectors would then count the ballots for any issues listed.

The ballots shall be stored by the association in a secure place for no less than one year after date of election

ARCHITECTURAL STANDARDS

AC= Architectural Committee

Quail Meadows West is planned and landscaped to maintain the highest standards, thereby protecting your investment and insuring the maximum enjoyment of your home and the Park's facilities. In order to maintain these standards, it is necessary that all residents comply with the following rules and requirements.

Any requests for approval of changes to your yard or house exterior will require 7 to 30 days, depending on the extent of the change. **DO NOT START WORK UNTIL YOU HAVE APPROVAL.** The AC meets at 4 PM on the 1st Tuesday of each month to review requests.

RESIDENTS RESPONSIBILITIES

1. Lawns are to be watered, mowed and edged.
2. Keep weeds pulled.
3. Keep driveway free of rust and oil stains.
4. Keep fences painted where they are visible from the street.
5. Keep street gutters clean. If you have work done on your property, it is your responsibility to make sure that the street and gutters in the area are left clean. If the Association is required to clean up, you may be billed for it.
6. Christmas lights must be taken down by January 10th after Christmas.
7. Trash collection containers cannot be put out any earlier than the evening prior to the collection day and must be taken in by the evening of the collection day.

The AC has the right to send notices and ultimately fine the property owner for all of these infractions.

LANDSCAPING REQUIREMENTS

1. Driveways must be maintained in a neat and clean manner (no oil or rust spots) and lawns must be mowed regularly and maintained in a healthy, weed free condition.
2. No trees may be removed or replaced without prior written approval of the AC. Only approved varieties of trees may be used to avoid root damage to underground utilities and house foundations.
3. No grass areas may be replaced with planters, decorative rock or ground cover without the approval of the AC. Figurines should not be placed in front yards without approval.

HOME EXTERIOR REQUIREMENTS:

1. **IS THE INDIVIDUAL OWNER'S RESPONSIBILITY TO OBTAIN ANY REQUIRED BUILDING PERMITS FOR THEIR PROJECT FROM THE CITY OF SANTA MARIA, SANTA BARBARA COUNTY, OR THE STATE OF CALIFORNIA. For information on what requires a permit, call Santa Maria Community Development Dept. @ 805-925-0951, Extension 241.**
2. No exterior changes to your house (painting, building or re-modeling of patios, shutters, porches, re-roofing, replacement windows or Satellite Dish etc) may be made without the prior written approval of the AC.

3. A dimensional plot plan of any additions to a home must be submitted before any digging or structural work takes place. The plot plan must show 'set backs' from all property boundaries and the AC must make a physical inspection of the site and approve the plan and all materials to be used before the work commences.
4. Storage sheds not larger than 10' by 10' are permitted inside the fenced section of the yard, provided written approval of the AC is received in advance. Such sheds must be made of the same materials as the home, i.e. Masonite siding, wood fascia, matching composition roofing, and must be painted to match the home. Electrical outlets in these sheds must have a permit from the Santa Barbara County building department and be designed so as not to overload the house circuits.
5. Installation of spas, pools or saunas must be approved in writing before work commences. The plot plan should be accompanied by the manufacturer's specifications. A permit must be obtained from the City of Santa Maria and be shown to the AC before work is started.
6. Structural plans and materials to be used to build patio covers, porches and rooms must be approved prior to commencing construction. Recommended materials are: wood, Masonite, glass, masonry or any wood grain material**. ABSOLUTELY NO SHINY ALUMINUM, CORRUGATED FIBERGLASS OR GALVANIZED METAL PANELS MAY BE USED.**
7. Downspouts and rain gutters do not require approval, but must be painted to match the house and trim.
8. Exterior siding is to be kept in good repair including the paint. When re-painting the exterior of your home, you must do one of the following:
    - **a.** To re-paint using the same colors and shade of house and trim, advise the AC in writing of the colors you are using.
    - **b.** If you wish to change colors or shades of colors on the house or trim, you must submit color samples to the AC with your written request.
    - **c.** If you wish to paint the entire house one color, you must submit a detailed explanation along with a sample of the color to the AC with your written request. Fascia board must be painted a trim color.
9. Fencing is required and may not to be removed or altered in any way. AC approval is required to replace the fence and approve of a paint color for the new fence.
10. Air conditioners must be installed at ground level in the rear yard. Window Air Conditioners must not be visible from the street.

IN ANY CASE DO NOT START ANY PROJECT WITHOUT PRIOR APPROVAL FROM THE ARCHITECTURAL COMMITTEE.