

EL PARQUE HOMEOWNERS ASSOCIATION
3100 W. Sahara, Suite 112 Las Vegas NV 89146
Phone: (702) 368-3700 Fax: (702) 425-9664

Dear El Parque Residents,

The El Parque community consists of 128 privately owned condominium units, nestled inside of a gated area and is governed by a Homeowners Association. There are five members on the Board of Directors, duly elected by the legal owners of property. The Association Property is the common areas used by all residents. The Exclusive Use Area Property is the area used exclusively by each resident, such as your patios and the inside of your units.

The Covenants, Conditions and Restrictions (CC&R's), General Rules & Regulations and the NRS #116 (Revised) are used as a guideline for the board to properly govern this community. The Board of Directors updated and revised the General Rules and Regulations in October 2014. This copy is to insure everyone is aware of the community do's and don'ts. If residents will only use common sense, there should be few problems. However, there are always a few who truly believe that rules do not apply to them. NRS #116 allows Homeowners Associations to assess stiff fines for violations of the CC&R's & Rules and Regulations when residents choose not to follow the rules. The Association is also allowed to file a property lien on the property if the violator does not pay the fine within 60 days. This can be a very costly process; so don't be in violation of the rules.

Unfortunately, the noise factor for the downstairs units can be quite high at times, as the living units are built on top of each other. Please be considerate of your downstairs neighbor and try to keep the stereo and all excessive noise down. Upstairs units are also bothered by loud music, TV's and the slamming of doors.

The association disclaims any legal responsibility to residents for the actions of trespassers climbing the walls and fences; for anyone entering the community without permission; for theft or damage to any vehicle when entering or exiting the community; for any vehicle parked in the common area; for any bodily harm caused when using the pool facilities; for disputes between neighbors; and any other situation over which the Board of Directors have no control.

Coverage for the Association's blanket insurance is limited to the structure, walls and floors In case of fire or flooding. There is a \$5,000.00 deductible on this coverage. The Unit Owner filing the claim must pay the deductible. Damages on the inside and personal contents are not covered by the blanket insurance. It is highly recommended that if you do not currently have condo insurance to purchase some now. Owners are responsible for the \$5,000.00 deductible and all damage not covered. Note: If association funds are ever used to secure any unit from further damage, the owner of the unit responsible must reimburse the association. (No exceptions)

Remotes called "Clickers" may be purchased from Home Depot or Radio Shack and extra gate key cards can be purchased from management for \$5.00. Extra pool keys are \$10.00. The mailbox is the owner's personal property and no one within the Association or the Post Office has a key. Call a locksmith if you lose your key.

Management Company

AMS Management Group LLC - Phone: (702) 368-3700 or Fax: (702) 425-9664

All association business must be conducted either in writing or by calling the management company.

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You may place complaints and payments in the association's mailbox without postage. Please remember there is **no** on-site manager, so call the number above for assistance.

Please keep these rules in a convenient location for easy reference and if you have any questions concerning a rule please call Management. Remember this is your community and these rules were made to benefit everyone, so if you don't agree with the governing rules then vote to change them, don't be in violation!

Your Board of Directors

GENERAL RULES AND REGULATIONS

1. Enforcement of Rules.

Owner Compliance: Each owner, tenant, or occupant of a condominium shall comply with the provisions of this Declaration, the By-Laws, Rules & Regulations and Resolutions of the Association, as lawfully amended from time to time, and failure to comply with any such provisions, decisions, or resolutions shall be grounds for an action to recover sums due, for damages, or for injunctive relief.

a. According to NRS # 116, residents must be properly notified in writing and given every opportunity to correct a violation before a fine can be imposed. All complaints must be in writing, dated and signed by the person making the complaint and either mailed or placed in the association mailbox, so they can be properly processed. All unsigned letters and forms will be discarded and no action will be taken, as fines cannot be imposed without proper processing. Any written and signed complaint received from residents will be kept strictly confidential.

b. Anyone violating association rules will be given a written courtesy notice to correct the violation. All written notices for a violation will be logged and kept in the unit file, as a permanent record, for future reference.

c. Any Owner and/or Tenant who does not correct a written courtesy within 14 days will receive a second written violation notice. If the violation is not corrected in another 14 days, a hearing notice will be sent. If the violator does not attend the hearing a fine will automatically be issued and continue every 7 days until the violation is corrected.

d. The Board of Directors reserves the right to adjust the fines according to the severity of the violations. All fines imposed must be paid in full within 90 days or a property lien may be placed on the property. There will be additional charges for filing a lien this fee will be added to the amount of the fine. Remember the homeowner is responsible for the actions of their tenants, so if any violation of the rules occurs and is not corrected when notified then owners and tenants may both be fined.

If any resident does receive notice of a fine and they disagree with the action, they have the right to request a special hearing before the Board of Directors within 30 days or make an appeal to the State Real Estate Ombudsman.

2. EXCESSIVE NOISE:

Quiet hours will be in effect for all residents and guests from 10:00 PM to 6:00 AM
Anything generating loud noises such as music from home and car stereos, car repairs, parties, etc., is not permitted at any time.

3. SKATEBOARDS, BICYCLES, AND ROLLER SKATING:

Not permitted on sidewalks or lawn areas.

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4. TOYS, BICYCLES, MOPEDS, AND MOTORCYCLES:

These items are not to be left on the lawns or sidewalks at anytime.

5. BALCONIES, RAILINGS AND FRONT PATIO WALLS:

Hanging clothes, rugs, clotheslines, etc., on the balcony railing or patio walls is prohibited.

6. TRASH PICK UP:

PAYMENT FOR TRASH PICK UP IS NOT INCLUDED IN YOUR MONTHLY DUES AND EACH OWNER MUST CALL REPUBLIC SILVER STATE DISPOSAL THEMSELVES TO SIGN UP FOR THE SERVICE: (702) 735-5151

~~Trash days are Tuesday and Friday pickup is scheduled by Republic Services.~~ Trash should not be put out before 6:00 PM ~~the the -night before before~~ and must be ~~put out in a secure manner in Republic Services containers.~~ Trash is to be placed on the pavement ~~below your unit number. not in the planter or landscape areas.~~ Please return ~~all~~ trash cans to your garage the same day that trash is picked up, as all trash cans left in the common area for more than one day will be removed and not returned.

7. RECYCLING:

~~Recycling waste is collected twice per month, on Friday on the same day as trash. Recycle bins are provided by Republic Services.~~ ~~The exact days are published by Silver State Disposal.~~ ~~Please do not put your crates out before 6:00 PM the night before and return them to your garage as soon as possible. To prevent newspapers from blowing away, put the paper crate on the bottom. Observe the same rules as for trash pickup~~
~~Call Silver State Disposal at, (702) 735-5151, for any questions to arrange for bins.~~

8. WINDOW COVERINGS:

Must have customary window coverings not sheets or foil and the exterior color must be light colors.
Temporary window coverings will be permitted for 30 days after move in.

9. SIGNS:

No signs can be posted in windows, on exterior walls, hung from patios, patio gates, garage doors, or sliding doors. This includes, but is not limited to: "No Soliciting" signs, "Notary Public", etc. One standard "FOR RENT" or "FOR SALE" sign may be placed in a window.

10. PERSONAL PROPERTY SALES:

Garage, divorce, lawn, moving, estate, and similar personal property sales are not permitted.

11. NEIGHBOR DISPUTES:

Neighbors are encouraged to be friendly and courteous towards one another, as everyone has to live very close.
The Board of Directors has adopted a general policy not to get involved in nor arbitrate any neighbor disputes.
There are government agencies to aid residents if the neighbor dispute and problems cannot be resolved by parties involved. If a written request is made from a concerned resident, other than the main parties involved, management will send a notice to both parties that they both may be fined if they don't resolve the matter immediately.

12. OWNER RESPONSIBILITIES:

Owners are responsible for all interior surfaces in their living units, garage areas and all plumbing, electrical and heating systems from the point that they begin to exclusively service your unit. An owner is responsible for all collateral damage and repairs to that exclusive water line, no matter where the repair is made, I.E.: common use areas, exclusive use areas, etc.

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The owner is also responsible for the upkeep and repair of their exclusive use area to include patios, decks, balconies, garage doors, windows, screens, all doors and the interior surfaces of the walls enclosing their exclusive use area. **All children under school age must be monitored when in the common area.**

13. MEETINGS - MINUTES - FINANCIAL STATEMENTS:

Copies of the Community Meetings and Board of Directors meetings and financial statements are available upon request, please call management for copies and allow time for copying. Owners are responsible to pay a fee of 25 cents per page for all copies. Electronic copies are free of charge.

14. PEST CONTROL:

The association will provide pest control coverage for the Common Areas only.

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15. INSURANCE:

Insurance will be provided on the buildings and common areas in the complex. The current blanket policy is with American Family and has replacement cost coverage with a \$5,000 deductible per occurrence. To report a claim, or if you have any other questions, please call Management. This blanket policy does not include coverage for homeowners or tenants' personal property. Homeowners should consult their own insurance agent to assure they have adequate content coverage for their unit. Individual homeowners are solely responsible for the \$5,000.00 deductible on any claim.

16. PATIO USAGE:

Only customary patio furniture will be permitted on any front patio. Homeowner must maintain plants and/or trees placed on front patios or the maintenance crew will remove them at homeowner's expense.

17. SCREEN DOORS:

Screen doors are considered an exterior modification and must be approved by the Board or Architectural Committee. All screen doors must be white in color.

18. ARCHITECTURAL POLICIES:

To modify any outer portion of your home, you must have prior written approval from the Board of Directors or Architectural Committee. To accomplish this, please contact Management at 702 368-3700. Please read the CC&R's for additional details.

19. ANIMALS: An automatic fine may be imposed for violation of pet rules.

a. **Number of Pets-** Only customary pets (dogs and cats - limit 2) are permitted. No vicious animals or exotic pets of any kind are permitted. Any pet posing a threat to other residents is strictly prohibited.

b. **Size Limit-** Dogs over 30 lb. will not be allowed in the community, living area, patio or common area at any time.

c. **Pet Noises-** Barking or howling dogs, day or night is not permitted and will be reported immediately to the Clark County Animal Control Center. Phone: (702) 455-7710, Monday through Friday, 7:00 AM to 7:00 PM, and Saturday 8:00 AM to 4:30 PM.

d. **Leash Rule-** All animals must be on a leash when outside of the exclusive use area.

e. **"Pooper Scoopers"-** Animal owners are required to carry a bag and/or a "pooper scooper" with them while walking pets and immediately clean up after the pet.

20. LEASED UNITS:

a. No more than 4 permanent residents are allowed. (Permanent is defined as more than a two-week occupancy.)

b. Owners are required to register tenants.

c. A set of rules will be mailed to the tenant.

21. MAIL BOX:

Each Unit's Mail Box is the exclusive property of the property owner and no one in the Association, or the Post Office, has a key. If you did not receive a key when you moved in, then you must personally call a locksmith and have one made, at your own expense. Renters, please call your leasing agent for assistance.

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POOL RULES

Pool hours: Unrestricted, 24 hours.

The pool and spas are for the exclusive use of residents and their guests. If you suspect someone using the facilities, which do not live in the community, ask to see their pool key. If they do not have one, ask them to leave or call the police. A resident over 18 must accompany all guests and is responsible for their conduct.

1. Residents may bring guests to the pool or spa subject to the following limitations:
 - a. Each household may bring a limit of four (4) guests to the pool at any one time during holidays and weekends. Special permission for larger groups must be obtained from the Board of Directors.
 - b. Solo swimming is NOT permitted
2. Pool keys can be purchased from management, for \$10.00. Your second replacement key will have to be authorized by the Board of Directors.
3. The pool gates are to be kept closed and locked at all times. Climbing over the pool and spa fences is not allowed.
4. An adult (18 years or older) must accompany any person or persons under 14 years of age using the pool area facilities.
5. Loud noises or boisterous conduct will not be permitted at any time. Quiet hours are from 10:00 PM to 8:00 AM.
6. **No food or glass are ever allowed in the pool or spa areas.**
7. Please remove excess lotions before entering the water.
8. No animals are allowed in the pool or spa areas.
9. No running on pool or spa decks.
10. Appropriate swimwear is required. No cut-off or street clothes are permitted in the pool/spa. No uncovered diapers are permitted.
11. Nude sunbathing and/or swimming is not permitted.
12. The Spa will be kept open year-round.
13. No one under the age of 12 is allowed in the spa at any time. This is a Clark County health regulation.

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14. Common courtesies must be observed at all times.

- a. Please remove all personal items and trash when leaving the pool or spa areas. Deposit all refuse in the containers provided. Towels must not be hung on the fence.
- b. Remember the Golden Rule and do unto others, as you would have them do unto you.
- c. The Association, its officers, directors, committees, or management shall not be liable for injuries or accidents, which members or guests may suffer, or be responsible for injury to or loss of personal properties of any member or guest using the pool or spa areas.

ANYONE IN VIOLATION OF THESE RULES MAY BE RESTRICTED FROM USING THE POOL AND/OR BE SUBJECT TO FINES IN ACCORDANCE WITH THE CC&R's.

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**VEHICLE, GARAGE AND PEDESTRIAN REGULATIONS
ENFORCEMENT:**

1. It is the intent of the Association to make the 69 Common Area Parking Spaces available to all residents on an equal basis. In the spirit of this intention, residents must comply with these rules.
2. Each legal owner of an individual unit is responsible for the actions of any resident, tenant or guest of that unit and shall bear full responsibility for their actions. If any resident, tenant or guest of a unit is in violation of the parking rules and regulations, the owner and also, if leased, the resident of that unit is responsible for paying any fine assessed. The owner is responsible for furnishing tenants a copy of the parking rules.
3. In accordance with the CC&R's, any vehicle in violation of the rules while driving or parking in the common area will receive a written warning notice of violation. Any vehicle in violation of the rules a second time will be subject to tow with no further warnings given.
4. All fines assessed must be paid to the association within 30 days of receipt to avoid additional late fees, liens and interest. Fines not paid within 90 days will be subject to collection in accordance with NRS-116.
5. Any owner who receives a notice of violation or has a fine imposed may request a hearing before the Board of Directors to discuss the matter. All requests for a hearing must be in writing and signed by the homeowner. The hearing will be set at a convenient time for all concerned; scheduled hearings will be held whether the homeowner is present or not. If an issue is not resolved after the hearing, then the homeowner retains the right to appeal to the Real Estate Division Ombudsman.

General Vehicle & Parking Rules

1. The speed limit within the community is **10 miles** per hour. Residents/Guests must stop at any painted stop sign within the Community.
2. Each unit has one garage parking space and this garage must be utilized for the parking of a vehicle. Each owner or resident must leave enough available space in their garage to park an operable vehicle at all times. There shall be no storage of any inoperable vehicles, jet skis, furniture or any other merchandise in the garage while using the common area for parking a primary vehicle. Garage units may not be rented by other unit owners. Garage doors must remain fully closed when not in immediate use.
3. All residents must register their vehicles with the association (current vehicle registration must be presented to register) and provide a contact number for emergencies. New residents moving into the community must fill out an association registration form prior to having their name placed on the gate directory. Vehicles with temporary registration or movement permits cannot be registered or parked in the common area.
4. Open parking spaces shall be used for the parking of operable passenger automobiles, pickup trucks, small vans and motorcycles. All parking spaces in the common parking area are available on a first come first served basis with a limit of one vehicle per unit. If a resident has more than two

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vehicles (one in the garage and one in common parking), the third (or more) must be parked outside the community.

5. There shall be no parking of commercial vehicles, large trucks or vans, recreational vehicles, motor homes, trailers, or boats. The Board of Directors will make the determination on the size, commercial or recreational status of any vehicle allowed to park in the common area. Exception to this rule is delivery and service vehicles.

6. Vehicles parked in any common area parking space or garage area must have an El Parque issued parking permit, be currently registered with the DMV and be in operable condition. If the vehicle does not match the parking permit, the vehicle may be towed. Vehicles are never allowed to park in Red Zones or Fire Lanes at anytime. If parking spaces are not available in the common area then vehicles must park outside on the street. Improperly parked and/or unauthorized vehicles of any type may be towed away at anytime and stored at the owner's expense. Exception to this is short time or out of state visitors.

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7. Storage of vehicles in the common area is prohibited. Any vehicle parked in the same parking space for a period of three (3) days shall be considered as stored, abandoned or inoperable. Such vehicles parked for more than five days will be issued a notice to move the vehicle from the common parking area within 48 hours or the vehicle will be towed. In addition to towing and impound fees, owner of the vehicle may still be subject to fines imposed by the Board of Directors for infractions of the CC&R's. Other than for Fire Lane, Handicap, & Red Zone violations there shall be concurrence of two board members or one board member and the manager is required before towing of any vehicle.

8. Blocking sidewalks is prohibited. Vehicles must not, at anytime, impede use of the sidewalk. Motorcycles are not to be double parked or stored on any walkway or sidewalk. Double-parking of any vehicle is not allowed at anytime or any place. Parking may not restrict the free ingress or egress to the complex, mailboxes, streets, parking spaces, individual garages, or any other right of way.

9. Residents and / or guests must keep vehicles parked in the common area free from any fluid dripping or leaking onto the asphalt. There shall be no dumping of oil, battery acid, or other vehicle fluids anywhere in the common area. There shall be no major vehicle repairs of any kind undertaken on the property; this includes changing of oil. All vehicles must be in acceptable condition while parked in the common area. Unacceptable vehicles include, but not limited to, vehicles left up on blocks or jacks, vehicles with flat tires, vehicles with missing car parts such as, hoods, fenders, windows and doors. A panel of two members of the Board of Directors will determine unacceptable vehicles.

10. Objectionable noise from the racing of engines, the spinning of tires, or loud stereos is prohibited.

11. Vehicles are prohibited from using the entrance gate to exit the community, or the exit gates to enter the community.

12. Pedestrians must use gate keys or a remote control to enter or exit the community. Climbing on or over gates or walls, or squeezing through or under the gates, is prohibited.

13. Parents are accountable for the actions of their children within the common areas; including but not limited to any damages resulting from riding on any gate or playing with the directory.

14. Washing of vehicles anywhere within the community is prohibited. This includes inside of the garage area.

These rules and regulations have been established and deemed necessary for the protection of all residents of the El Parque Community and everyone's cooperation is expected. The Board of Directors would like to remind everyone that this is your Community and following these rules will only enhance everyone's quality of living. Please observe the speed limit and stop signs, as they are there for a reason, and excessive speed could endanger someone walking or a vehicle exiting from their garage area.

Executive Summary of Oct 2014 Changes

Formatting changes throughout document to facilitate future changes. (Document moved to paragraph formatting instead of using tabs and spaces for alignment.)

Header showing HOA address on W. Sahara added; area code added to all phone numbers.

Added a footer showing revision date.

The phrase that some might consider sarcastic or condescending was removed from the cover letter.

The reference to CC&R's defines Covenants, Conditions and Restrictions as meaning for CC&R.

Compliance paragraphs changed by AMS to reflect current NRS 116.

Some grammatical changes for tense, possessive case, and verb agreement throughout the document.

References to "Vehicular" replaced with vehicle.

* Number of board members to designate "Unacceptable Condition" reduced to 2 from 3.

* Limits parking in common area to one vehicle per unit.

* Prohibits temporary registration and movement permit vehicles from parking in common area.