

OCEANSIDE COMMUNITY ASSOCIATION

COMPLIANCE COMMITTEE

CHARTER

Approved on May 23, 2023

The Compliance Committee is an Executive Committee composed entirely of Directors. The committee functions as the board and reports in Executive Session.

Purpose and Scope

The purpose of the Compliance Committee is to consider the compliance issues brought to the committee from the General Manager.

The Scope of Work of the Compliance Committee includes:

- Tracking compliance issues being addressed by management.
- Holding hearings for issues that have not been sufficiently resolved.
- Determining the fine and/or follow-up if necessary.
- Reporting to the board in Executive Session.

Organization

The committee is comprised three of Board members assigned by the Board President. The committee selects the Chairperson.

Responsibilities

- 1) The committee supports management in following up on infractions of the CC&Rs, Bylaws or community regulations.
 - Management processes compliance requests to find resolution.
 - If not resolved, management requests that the homeowner attend a Compliance Hearing.
 - Management prepares an agenda with backup information five days prior to the hearing.
- 2) The committee considers the homeowners' situation at the hearing and decides follow-up action. The decision can be referred to the full Board of Directors if desired.
- 3) If the homeowner appeals a hearing decision, the homeowner can request a hearing before the entire Board in Executive Session.

Signature, Committee Chair Karen Bishop
 Printed Name, Chair Karen Bishop Date 5/23/2023

President, OCA Board of Directors Sandy Riser
 Printed Name, President Sandy Riser Date 5/23/23