

## VILLAGE ROLES

The Villages was developed in phases with a desire to give each phase some autonomy as a neighborhood for mutual benefit and interests. The individual Villages are not incorporated, do not have documents consistent with the Act (RCW 64.38 or 64.90) and RCW 24.03 or 24.03a, as such they operate under the authority of the Association not as individual Villages. As much as reasonable, the Association desires that individual Villages retain some autonomy.

1.01. Authority. Each Village is delineated by subdivision or division within the planned unit development and shall have the right, power, and authority to govern, resolve, and control all issues which relate to and are distinct to that Village as compared to the entire Association. This governance and authority shall be limited to those issues, acts, omissions, or conduct which have been specifically delegated or identified by the Board as being unique to a Village such that only the Members within that Village shall have a right to vote on such matters. Such matters shall be specific rules of Lot usage, community standards, and the like; provided, however, that no rules adopted by any Village shall be in conflict with any Governing Documents established for the Association as a whole.

1.02. Responsibilities. Each Village has the following responsibilities.

- A. Recruit and select Village leadership team.
- B. Recruit volunteers for Association and Village activities and assignments.
- C. Organize Village social and special activities and other avenues to promote and preserve resident cohesion and communications.
- D. Represent the interests of the Members in the Village.
- E. Prepare an annual budget, submit the budget to the Board for approval, and monitor the Village specific expenses.
- F. Adhere to financial audit standards established by the Association Board.
- G. Prepare and maintain a directory of all Occupants and Members in the Village.
- H. Assist in orienting new Members and Occupants in Association Governing Documents.
- I. Assist in disbursing information from the Association.
- J. Assist in matters of Notice and Record.
- K. Promote compliance with Governing Documents of the Association.
- L. Provide input to the Association of concerns within the Village.
- M. Provide initial intervention for delinquent Dues prior to invoking Delinquent Dues Policy.
- N. Distribute guest parking passes when needed.

1.03. Meetings. The Members of any Village shall establish the criteria for holding meetings and are encouraged to be consistent with meeting, Notice, and Records requirements within Association Governing Documents.

1.04. Rules and Regulations. The Members of any Village may adopt rules and regulations for their Village subject to Association Board review.

1.05. Inconsistency. No Village shall have the authority to adopt any rules or regulations which are inconsistent with Association Governing Documents.

1.06. Finances. Expenses specific to Villages shall be determined by the Village in accordance with the Covenants and Bylaws assessed as Individual Assessments. Such expenses include, but are not limited to: shared utility expenses, irrigation repairs not directly attributed to Common Areas or individual Owners, Front Yard maintenance, office supplies, and administrative fees, enhancements made by the Village on behalf of the Village, and any Village specific reserve.

- A. Each Village is responsible for preparing a Village budget. The budget must be presented to the Village membership for ratification each year. Absent an updated budget, the previous year's budget shall be used until a budget is ratified. The budget shall identify a "Village Assessment" which shall be divided into monthly payments identified as Individual Assessments paid in conjunction with the Association Annual Assessment due the first (1<sup>st</sup>) of the month.
- B. Each Village shall provide the budget to the MPMA both as a Record and for preparing the Individual Assessments. The Finance Committee shall review each Village budget and the Village leadership shall monitor income and expenses.
- C. All Assessments shall be received by and all payments shall be made by the MPMA and any contracts for services (e.g., landscaping) shall be issued through the MPMA. The MPMA shall account for all receipts and disbursements in Village specific sub-accounts.
- D. Each Village budget shall have sufficient reserve funds to cover the higher utility and landscaping expenses during the warmer months.
- E. In the event a Village budget is not meeting expenses, the MPMA shall contact the Village leadership to establish and ratify either a Special Assessment or an amended budget for the Village in order to remedy the short-fall. If an amended budget cannot be established, the Association may utilize its authority to execute Individual Assessments to Village members to ensure shared utility, landscaping, or other expenses are met.

1.07. Enhancements and Costs. Unless otherwise approved by the Association Board, all costs associated with any decision by a Village shall be Individual Assessments to Members of that Village.

1.08. Redefinition of Villages. The Board may merge, unmerge, or redefine Villages if:

- A. A majority of Memberships in each affected Village agree;
- B. Any Village lacking governance for three (3) or more months and a majority of Memberships in the receiving Village accept the merge;
- C. Previously merged Villages when a majority of the merged Village Memberships agree to unmerge;
- D. Redefine Village membership of any Member if the affected Member agrees and a majority of Memberships in both the current and new Village agree.