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THE FAIRWAYS  
AT  
FIELDCREEK RANCH  
*HOMEOWNERS ASSOCIATION*

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December 3, 2013

Dear Homeowner:

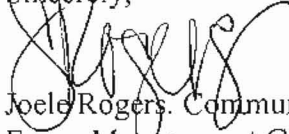
The current Bylaws for the Association require all Board members to serve 1 year terms. This means every year the Association has all 5 seats on the Board up for election. The current Board of Directors is seeking to change the Bylaws to increase the terms to two years with elections on a staggered basis.

The Board is also seeking to make changes to two (2) areas in the Declaration of Protective Covenants ("Declaration"). Article IV, Section E.5 pertaining to Residence Size and Height and Article IV, Section E.9 pertaining to Roofs.

Please take the time to review the enclosed changes and fill out your written ballot and return it to the association by January 15, 2014 at 5:00PM.

If you have any questions you can contact me at 775-852-2224 or by email at [joele@equusmanagement.com](mailto:joele@equusmanagement.com).

Sincerely,



Joele Rogers, Community Manager  
Equus Management Group

**The Fairways at Fieldcreek Ranch  
Homeowners Association**

It is imperative that the Association have the most up to date information on each owner and tenant for each unit. Please take the time to fill out and return to the association.

Owner occupied?    Yes    No

Full Name \_\_\_\_\_

Property Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone number (day) \_\_\_\_\_ (evening) \_\_\_\_\_

E-mail address \_\_\_\_\_

Homeowners Insurance Carrier: \_\_\_\_\_

Phone #: \_\_\_\_\_

**If your property is used as a rental please fill out the bottom portion**

Tenants name \_\_\_\_\_

Tenants mailing address \_\_\_\_\_

Tenants phone number (Day) \_\_\_\_\_ (evening) \_\_\_\_\_

Property Management Company (if applicable) \_\_\_\_\_

Management Co. address \_\_\_\_\_

Management Co. phone number \_\_\_\_\_

Return to:

**Equus Management Group**

**5480 Reno Corporate Dr Ste. # 100**

**Reno, NV 89511**

**Ph: (775) 852-2224 Fax: (775) 852-4901**

**E-MAIL: [joele@equusmanagement.com](mailto:joele@equusmanagement.com)**

**THE FAIRWAYS AT FIELDCREEK RANCH HOMEOWNERS ASSOCIATION, INC.  
WRITTEN BALLOT**

The Board of Directors recommends approval of the proposed amendments to the Bylaws in order to confirm the five member board that was established many years ago and to increase the terms to two years.

- YES. I agree that the bylaws should be amended to reaffirm the five member board and increase the terms to two years with elections on a staggered basis. I have carefully reviewed the full text of the proposed amendments to the bylaws as follows.**

**-OR-**

- NO. I do not want to amend the bylaws.**

**Results of Vote**

Pursuant to 82.326, NRS 116.2117, other applicable statutes and the Association's Governing Documents, unless not less than a majority of the voting power of the Members vote **YES**, the bylaws will not be amended.

**Due Date**

ALL ballots must be received by the Board of Directors by January 15, 2014. (This date may be extended from time to time at the sole discretion of the Board of Directors.)

Methods to return signed ballots are as follows:

- Scan and email the ballot to [joele@equusmanagement.com](mailto:joele@equusmanagement.com)
- Fax the ballot to 775-852-4901
- Mail this ballot in the enclosed envelope to the community manager
- Hand deliver to Equus Management at 5480 Reno Corporate Drive, Suite 100
- Hand deliver to any member of the Board or Committee appointed to collect ballots

This is not a secret ballot. Secret ballots are only used in connection with the election or removal of board members pursuant to NRS 116.116.31034(8) and NRS 116.31036(2).

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**IMPORTANT: THIS BALLOT MUST BE SIGNED BY A MEMBER OF THE ASSOCIATION. If there are two or more, any one need sign. When signing as executor, attorney, administrator, trustee, guardian or in some other representative capacity, please specify your title.**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Unit Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Article Five

Section 5.01. Number. The affairs of the Association shall be managed by a Board of Directors, consisting of ~~not less than three (3)~~ five (5) persons. ~~The exact number of directors shall be fixed by the Board of Directors at the first meeting of the Board.~~ The authorized and fixed number may be changed by amendment ~~of amendment~~ to these Bylaws herein.

Section 5.03 Deleted in its entirety and replaced with the following:

*Section 5.03. Term of Office. Directors will serve for terms of two (2) years. The Association will institute a rotation of Directorships so that office terms are staggered on a three (3) - two (2) Director basis, with three (3) Directors elected every other year and two (2) Directors elected every other year. Each Director, including a Director appointed to fill a vacancy or elected at a meeting of Members, will hold office until the expiration of the term for which elected and until a successor has been elected or appointed and qualified. There is no limit on the number of consecutive terms to which a Director may be reelected or appointed. In order to be able to institute the staggered terms, in the first year that the directors shall be elected to two (2) year terms, the two directors receiving the least amount of votes shall serve one year terms and the other three(3) directors receiving the highest number of votes shall serve two year terms. Thereafter, all directors shall serve two (2) year terms.*

**THE FAIRWAYS AT FIELDCREEK RANCH HOMEOWNERS ASSOCIATION  
WRITTEN BALLOT**

The Board of Directors recommends approval of the amendments to Section IV Declaration of Protective Covenants ("Declaration") for Fairways at Fieldcreek as noted on the attached page.

- YES. I agree that the Declaration should be amended. I have been provided with the proposed Amendments on the second page of this Ballot and I am in agreement with the new language.**

**-OR-**

- NO. I do not want to amend Declaration.**

**Results of Votes**

Pursuant to Chapters 82, NRS 116.2117 and the Association's Governing Documents, unless not less than fifty-one percent (51%) of the voting power of the Members vote **YES** to amend the Declaration, it will not be amended.

**Due Date**

ALL ballots must be received by the Board of Directors by January 15, 2014. (This date may be extended from time to time at the sole discretion of the Board of Directors.)

Methods to return signed ballots are as follows:

- Scan and email the ballot to [joele@equusmanagement.com](mailto:joele@equusmanagement.com)
- Fax the ballot to 775-852-4901
- Mail this ballot in the enclosed envelope to the community manager
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**IMPORTANT: THIS BALLOT MUST BE SIGNED BY A MEMBER OF THE ASSOCIATION. If there are two or more, any one need sign. When signing as executor, attorney, administrator, trustee, guardian or in some other representative capacity, please specify your title.**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

Unit Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

The following amendments shall be made to the Declaration. New language is in italics and proposed deleted language is in strike-through.

1. Article IV, Section E.5 shall be amended as follows:

5. Residence Size and Height. Each *Owner* ~~Declarant, or Successor Declarant,~~ shall, with respect to each Project Lot owned ~~by such party,~~ determine the minimum square footage of living area of the residence to be constructed on such Project Lot, provided, however, that the computation of the square footage of an individual residence shall not include the garage or accessory buildings, and further provided, however, that such minimum residence size shall be no less than ~~2500~~ *3,500* square feet, and further provided that if the residence is two stories, there shall be no less than ~~2,000~~ *3,000* square feet on the ground floor. As to any portion of the Subject Property which is subdivided into Project Lots, maximum residence height shall be designated for each Project Lot by the recording of a Supplemental Declaration for such portion of the Subject Property is recorded. As to any Annexed Property, such minimum residence size and maximum residence height shall be specified in the Declaration of Annexation or supplemental declaration. If no maximum residence height is designated on such supplemental declaration or declaration of annexation, then the Committee shall establish such maximum residence height for each such phase of the Project for which no designation has been made.

2. Article IV, Section E.9 shall be amended as follows:

9. Roofs. Roofing materials shall be tile *or* slate ~~or 40 year architectural shingles.~~ Materials and colors must be submitted and approved by the Committee with the construction drawings. All roofing materials must comply with applicable fire protection district codes. Flat roofs are highly discouraged.