

EXHIBIT D
PROCEDURE FOR ADDRESSING DISPUTES

A. Purpose. The Association believes that the relationships in our community may be damaged whenever litigation is used in order to resolve disputes, and that the inherent problems in court proceedings make litigation a particularly inefficient means of resolving community disagreements. As a result, the Association has adopted this policy to encourage the use of alternative methods for resolving disputes.

B. Goal. In the event of any dispute between the Association and any owner, if the situation does not involve unpaid assessments or an imminent threat to the peace, health, or safety of the community, the parties involved in the dispute shall attempt to resolve the dispute using the procedures set forth below prior to filing a complaint in court or otherwise initiating a legal proceeding.

C. Policy. If both parties to the dispute agree to attempt mediation, the dispute shall be mediated in accordance with the procedure described below.

A. Requesting Mediation. The Party wishing to resolve a dispute will provide each other Party to the dispute with a written Request describing:

i. a description of the dispute, including the date, time, location and persons involved;

ii. a description of the requested action or proposal that would resolve the dispute; and

iii. times and dates that the requesting Party would be available to meet with the other Party to determine how to resolve the dispute.

B. Negotiation. The Parties will make reasonable efforts to communicate directly with each other in an attempt to reach an agreement that serves the interests of all Parties.

If the parties do not resolve the dispute by direct communication within 20 days of the date of the receipt of the Request, the Parties must begin efforts to schedule mediation with a trained, neutral mediator.

Adopted by the Board, this 3rd day of February, 2015, effective immediately.

Pinon Ranch Homeowners Association Board of Directors