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When recorded mail to:

Name: Circle Tree Owners Association

Address: 461 West Holmes Avenue

City/State/Zip: Mesa, AZ 85210

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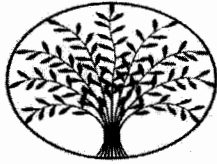
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CAPTION HEADING:

**Circle Tree Owners Association Second Board Resolution
Policies regarding Fire Evacuation Procedures, Fire Lanes &
Mandatory Smoke Alarms**

DO NOT REMOVE

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Circle Tree Condominiums

461 West Holmes Avenue • Mesa • Arizona • 85210 • Phone (480) 655-0311 • Fax (480) 655-8524

Board Resolution #2
FACT SHEET

10/16/15

RULES COVERING FIRE EVACUATION PROCEDURES, FIRE LANES & MANDATORY SMOKE ALARMS.

1. The resolution provides an established evacuation/fire procedure.
2. Mandatorily requires each unit to have a minimum of one working smoke alarm in each unit and allows the Association to fine any owner in noncompliance and to assess a fine of no less than \$1,000.00 for the noncompliance violation.
3. Increases the fine for parking in a fire lane from \$50 + towing, to \$250 + towing.
4. Prohibits the storage of propane tanks, flammable liquids or explosives in a unit. Also prohibits the use of halogen lamps.
5. Provides for a \$1,000.00 fine for any owner, tenant or resident who tampers with, or destroys any fire extinguisher, extinguisher box, lavatory alarms, clubhouse fire alarms (the fire system) etc.
6. Provides for a \$1,000.00 fine to any resident who fails to follow staff instructions during an emergency or fire.
7. Restates other fire safety restriction(s) as outlined in the Rules and Regulations.
8. Provides fire safety and prevention information to all residents.
9. Allows for a \$500 fine to any tenant, guest or resident who tampers with a smoke alarm.
10. May hold tenants and owners financially responsible for violations.

CIRCLE TREE OWNERS ASSOCIATION BOARD RESOLUTION Number 2

Rules Covering Fire Evacuation Procedures, Fire Lanes & Mandatory Smoke Alarms

WHEREAS, Page 20 Section 17 of the CC&Rs provides in part: The Association may modify or waive the foregoing restrictions or otherwise restrict and regulate the use and occupancy of the property.

WHEREAS, The Circle Tree Board of Directors may, from time-to-time, make reasonable changes to the rules and regulations of the Association.

WHEREAS, Based on the powers authorized to the Board and their responsibilities to the owners, the Board hereby adopts the following resolution and makes reasonable changes to the Association's rules and regulations which is in the best interest of the community as a whole.

Emergency & Fire Alarm Evacuation Procedures

DO YOU KNOW WHAT TO DO IF A FIRE ALARM IS SOUNDING IN YOUR BUILDING?
DO YOU KNOW WHERE TO GO DURING A BUILDING EVACUATION?

(Every owner, tenant and resident will be expected to know and abide by all information contained in this message.)

Any resident who smells smoke or spots a fire should immediately call 911 and then contact the Association's Emergency Line (480) 788-7658. Anyone found parked in a fire lane is subject to a \$250.00 fine and towing of their vehicle at the owners' expense.

EVACUATION PROCEDURES:

EVERY FIRE ALARM MUST BE TREATED AS A REAL EMERGENCY! Please read through the instructions on this page(s) as it will make your experience during an evacuation (due to a fire alarm or other emergency in which an evacuation is needed) easier and with less confusion!

(1) When you hear your fire alarm sounding, the most important thing is to REMAIN CALM. Do not tamper with the alarm. Any individual who tampers with the fire system will be fined \$1,000.00 and may be held financially responsible for any repairs that need to be made.

(2) Everyone inside and around the building must evacuate to their DESIGNATED evacuation point which is the front of the CLUBHOUSE on West Holmes Avenue, or wherever fire or police officials instruct residents to be.

(3) Do not hesitate to leave your Unit.

a. Take your keys with you and shut all doors behind you. Be sure to grab your cell phone with you if it is convenient so you are able to communicate with friends and family during the evacuation if needed. Do not go back into a burning or smoking unit to retrieve anything including a cell phone or keys. Leave your unit unlocked.

b. Head directly to your evacuation point (Clubhouse) or wherever fire or police officials' direct you. Do not linger around the building. There are a lot of people that need to evacuate and the best thing to do is to keep the areas clear for those still evacuating. Fire department personnel and vehicles may also need access to the building, so residents must be at their evacuation point to avoid getting in the way.

(4) Once you have evacuated, head directly to the Clubhouse or the evacuation point and check in with a staff member. It is important that all residents check in so we know if anyone is left in the building. If your roommates are not on-site and you know where they are, please inform Circle Tree staff of their whereabouts as it is important that all residents are accounted for, especially in a real emergency.

(5) Once checked in, please stay at the evacuation point to receive further instructions from management staff or the fire department.

(6) You **MAY NOT** re-enter the building until it is safe to do so. The fire department will determine when residents can re-enter a building. You **MAY NOT** re-enter the building even the fire alarms have been silenced; you must wait for clearance from staff or the fire department to re-enter the building.

All Circle Tree residents and their guests must follow all instructions from Circle Tree staff, and the Fire Department. Please note that any resident or guest who fails to evacuate a building will not only be in violation of rules and regulations, local, state and federal laws, and Circle Tree's policy on Fire Evacuation; In addition, any person who fails to evacuate or fails to follow staff instructions during a building alarm, evacuation or fire may be fined up to \$1,000.00 by the Association.

The best way to stop a fire is to prevent it from happening in the first place. Please remember that it is everyone's responsibility to practice good fire safety. Do not tamper with your smoke detectors. There is a \$500.00 fine if you are found to have tampered with your smoke detector(s) in your Unit. In addition, residents & owners may be held financially responsible for any damages due to tampering with the building's fire system or unsafe practices & conduct.

No materials shall be placed over light bulbs for any reason.

The use of halogen lamps is not allowed.

Flammable/explosive liquids may not be stored on property.

Walkways and fire exits may not be blocked in any manner.

Gas and propane tanks are strictly prohibited from being stored inside or outside of your unit.

No cooking on patios, balconies or anyplace other than your kitchen or the designated BBQ Area(s).

Every Unit must have the minimum of one working smoke alarm. Any smoke alarm 10 years or older must be replaced. Failure to have a working smoke alarm in your unit will result in a fine of no less than \$1,000.00.

If you have any questions about practicing good fire safety or about the fire evacuation procedure, please feel free to contact your Community Manager (480) 655-0311

The Board of Directors adopted the above resolution on 10/20/2015, 2015.

Dated this 20th day of October, 2015.

CIRCLE TREE OWNERS ASSOCIATION

By: Karl Michael

Its: Secretary

WELCOME TO CIRCLE TREE CONDOS

461 WEST HOLMES AVE; MESA, AZ 85210

