

**CIRCLE G RANCHES 4 HOMEOWNERS ASSOCIATION  
RESOLUTION REGARDING RENTAL POLICY  
(Effective June 1, 023)**

**RECITALS**

WHEREAS, Declarant executed and recorded that certain Declaration of Covenants, Conditions and Restrictions for Circle G Ranches 4, Unit 1 dated November 20, 1978, and recorded at Instrument No. 2004-0403775, in the records of Maricopa County, Arizona (the “Declaration”);

WHEREAS, CIRCLE G RANCHES 4 HOMEOWNERS ASSOCIATION, a non-profit corporation (the “Association”) has jurisdiction over the property described as CIRCLE G RANCHES 4, UNIT 1, according to the plat of record in the office of the County Recorder of Maricopa County, Arizona in Book 205 of Maps, Page 19, CIRCLE G RANCHES 4, UNIT 2, according to the plat of record in the office of the County Recorder of Maricopa County, Arizona in Book 207 of Maps, Page 2, and CIRCLE G RANCHES 4, UNIT 3, according to the plat of record in the office of the County Recorder of Maricopa County, Arizona in Book 288 of Maps, Page 13;

WHEREAS, Article 5, Section 5.4 of the Declaration and Arizona law provides that the Board of Directors may, from time to time adopt rules and regulations which may restrict and govern the use of any area by any owner, invitee, licensee, or lessee;

WHEREAS, the Board of Directors desires to provide parameters for the community to comply with the City of Tempe Short-term Vacation Rental Ordinance (Tempe) (Ordinance G-6653).

WHEREAS, the Board of Directors, pursuant to ARS § 33-1806.01, requires all property owners that rent their property to fill out a Rental Registration Form.

WHEREAS, the Tempe City Code requires owners of short-term or vacation rentals to register with the city; and provide emergency and complaint contact information.

WHEREAS, the Board of Directors desires to protect the health and safety of all residents.

THEREFORE, pursuant to the Governing Documents authority pursuant to its express rulemaking authority in the Governing Documents and its implied rulemaking authority under Arizona law, the Board of Directors for the Association adopts the following Resolution regarding rental policy:

**RENTAL AND SHORT-TERM RENTAL POLICY**

Any Owner desiring to rent their property within the Association shall comply with the Tempe City Code and provide the Board of Directors evidence of compliance with the code prior to said tenancy as follows:

1. Proof of the annual \$250 regulatory permit as required by the city of Tempe.

2. Any rental property owner must:
- Provide proof of a valid sales tax license and evidence that rental is registered with the Maricopa county Assessor's Office
  - Notify all residential properties adjacent to, directly, and diagonally across the property of their emergency contact information. Responses to complaints for which police are dispatched or 24 hours for non-emergency complaints. To be in compliance, a notification letter must include:
    - o The permit or license number
    - o The property address
    - o Emergency contact information
  - Maintain liability insurance of at least \$500,000.
  - Conduct a sex offender background check for every person who books a rental and all persons staying on the property.
  - Require the display of the local regulatory permit or license number on advertisements.
  - In addition to notifying neighbors, owners must also provide their local municipality with an attestation of notification compliance with the following information:
    - o The permit or license number
    - o The address of each property notified.
    - o A description of how each property was notified.
    - o The name and contact information of the person attesting compliance of notification.

### **TENANT REGISTRATION**

On or before an Owner entering into any lease with a qualified tenant(s), the Owner shall provide the following information to the Association:

- Tenant name
- Tenant Telephone Number
- Tenant Vehicle information: Make/model of vehicle, color of vehicle, license.
- Length of lease: Beginning and ending date.

The Association reserves the right, by and through its Board of Directors, to adopt a Rental Registration Form for the Owners to complete pursuant to these disclosure requirements.

### **PROHIBITION OF LEASE TO OR OCCUPANCY BY REGISTERED OFFENDER**

No Owner shall enter into a Lease with, or permit to occupy his or her property, any person

who is required to be registered pursuant to A.R.S. § 13-3821 and who is classified as a level two or level three sex offender. Prior to renting to any Tenant, or allowing the permanent residence of an Occupant, Owner shall conduct a background/criminal investigation on all prospective Tenant(s) and Occupant(s) 18 years of age or older to ensure said individual is not a person who is required to be registered pursuant to Section 13-3821 and which is classified as a level two or level three offender. The Association has the right but is not required to verify the information through its own background/criminal investigation and if found to be false or misleading, may demand immediate eviction of the individual. The Owner shall not be required to disclose its background check to the Association.

Nothing in this Resolution shall preclude any such offender from owning property within the Association, or from residing in that property.

### **CERTIFICATION**

A majority of the Board of Directors adopted the above Resolution at a meeting duly called and held on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Circle G Ranches 4 Homeowners Association

By:  
Its: President