

**COMANCHE CREEK RANCH PLANNED COMMUNITY
UNIT OWNERS ASSOCIATION, INC.**

POLICY REGARDING THE ADOPTION AND AMENDMENT OF POLICIES AND RULES

Adopted July 24, _____, 2017

The following procedures have been adopted by Comanche Creek Ranch Planned Community Unit Owners Association, Inc. ("Association") pursuant to the provisions of C.R.S. 38-33.3-209.5, at a regular meeting of the Board of Directors.

Purpose: To adopt a policy setting forth procedures for the adoption and amendment of policies, procedures, and rules.

NOW, THEREFORE, IT IS RESOLVED ~~that the Association does hereby adopt the following policy~~ governing adoption and amendment of policies, procedures, and rules:

1. Pursuant to the Association's governing documents and Colorado Revised Statutes 38-33.3-302, the authority to create, adopt, enforce, amend, and repeal policies, procedures, rules, and regulations (hereinafter collectively referred to as a "Rule") lies with the Board of Directors of the Association. The Board may adopt certain Rules as may be necessary to facilitate the efficient operation of the Association, including clarification of ambiguous provisions in other documents. The Board has the right, but not the obligation, prior to adopting any new Rule, to conduct an informational meeting of the owners and solicit their input regarding any new or existing Rule.
2. At the discretion of the Board, one or more Rules may be adopted, amended, or repealed as deemed appropriate. Such actions shall be done at a meeting of the Board to be held at an appropriate date, time, and location and with reasonable notice as determined by the Board, but before the Board votes on the adoption, amendment, or repeal of the proposed Rule(s). In a separate meeting prior to the aforementioned Board meeting, Owners or their designated representatives/agents (i.e., proxies) shall be given the opportunity to speak or submit written statements to express their opinions regarding the proposed Rule(s). If more than one person desires to address the proposed Rule(s) and there are opposing views, the Board shall provide for a reasonable number of persons to speak in favor of and against the proposed Rule(s). See the Policy for the Conduct of Meetings regarding Tract Owner discussions at meetings.
3. The Board shall then give notice to each Tract Owner of the Association of the adoption, amendment, or repeal of the Rule(s) by email and/or in writing by first-class mail, postage prepaid to the Owners' designated mailing addresses. Such notice to Owners shall be done as may be provided for in the Association's Declaration or Bylaws, and the Board shall publish the Rule(s) by any reasonable means available, including but not limited to posting the Rule(s) on its website, if any, and/or by email, mail, newsletter, or personal delivery. The revised Rule(s), along with all other Rules of the Association, shall be available for inspection and copying in accordance with the Association's policy regarding inspection and copying of Association records.

4. Any Owner's failure to receive the Rule(s) shall not be a defense to any attempt by the Association to enforce the Rule(s) and/or to levy fines, expenses, or attorneys' fees as a result of any violation of the Rule(s).

5. Supersedes Prior Policy. This policy supersedes in its entirety any other policy previously adopted by the Board regarding the adoption and amendments of policies and Rules.

Comanche Creek Ranch Planned Community Unit
Owners Association, Inc.

By: Catherine S. Collins
President

This Policy Regarding the Adoption and Amendment of Policies and Rules was adopted by the Board of Directors on the 24th day of JULY, 2017, effective the 24th day of JULY, 2017, and is attested to by the Secretary-Treasurer of Comanche Creek Ranch Planned Community Unit Owners Association, Inc.

By: Ann R. Sterley
Secretary-Treasurer