THE HAMLET AT CASTLE PINES NORTH HOMEOWNERS ASSOCIATION, INC.

Adoption and Amendment of Policies

Adopted December 6, 2005

The following policy has been adopted by The Hamlet at Castle Pines North Homeowners 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 explain the Association's 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. <u>Authority</u>. The authority to create, adopt, enforce, amend and repeal policies, procedures, rules and regulations ("Rule") lies with the Board of Directors of the Association.
- 2. <u>Adoption</u>. When the Board, at its discretion, determines that a Rule should be adopted, amended or repealed, as appropriate, it shall do so either at a meeting of the Board, or by written consent in lieu of a meeting, or by any other method authorized by the Association's governing documents or pursuant to Colorado law.
- 3. <u>Input</u>. Prior to adopting any Rule, the Board has the right, but not the obligation, to solicit input regarding the Rule from Owners. Input may be gathered by distributing draft policies, forming a committee, conducting an informational meeting or any other method determined by the Board.
- 4. <u>Publication</u>. The Board shall publish the adoption, amendment, or repeal of the Rule to each Owner by any reasonable means available, including but not limited to posting the Rule in the community or on its website, by email, mail, newsletter, or personal delivery. The Rule, along with 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. Privately Owned Site or Unit or at such other address as the Association may have in its records for the Owner or Delegate.
- 5. <u>List of Rules</u>. A list of the current Rules, including, the name of the Rule and its adoption date shall be maintained by the Association in its Record Retention Policy.
- 6. Any Owner's failure to receive the Rule shall not be a defense to any attempt by the Association to enforce the Rule or to levy fines, expenses, or attorneys' fees as a result of a violation of the Rule.

The Hamlet at Castle Pines North Homeowners Association, Inc.

By:

President

Attest

Secretary

This Policy was adopted by the Board of Directors on the 6th day of December 2005, effective the 1st day of January, 2006, and is attested to by the Secretary of The Hamlet at Castle Pines North Homeowners Association, Inc.