CLYDESDALE PARK HOMEOWNERS ASSOCIATION PROCEDURES FOR THE ADOPTION AND AMENDMENT OF POLICIES, PROCEDURES AND RULES

Effective: Jour 23 es, 2009

1. <u>Introduction</u>.

The Board of Directors (the "Board") of Clydesdale Park Homeowners Association, a Colorado nonprofit corporation (the "Association"), acting pursuant to the powers set forth in the Association's Bylaws, Articles of Incorporation, the Declaration of Covenants, Conditions and Restrictions for Clydesdale Park P.U.D. (a Common Interest Community) (the "Declaration") (such documents being collectively referred to as the "Association Documents"), and the Colorado Common Interest Ownership Act ("CCIOA"), has enacted the following Procedures effective as of the date set forth above. Unless the context otherwise indicates, capitalized words and terms shall have the meanings set forth in the Association Documents and, if not defined in the Association Documents, then as set forth in CCIOA. These Procedures supersede any previously adopted Policy on the same subject matter.

2. Purpose of Procedures.

The purpose of these procedures is to clarify that the Association's power to create, adopt, amend and repeal policies, procedures, rules and regulations (collectively the "Policies") rests with the Board, while also providing that Owners will receive notice and the opportunity to comment on such Policies before they are adopted or amended.

3. Power to Adopt or Amend.

The Board shall have the sole power to create, adopt, amend and repeal the Policies of the Association. The Board may create, adopt amend and repeal certain Policies as may be necessary to facilitate the efficient operation of the Association, including clarification of ambiguous provisions in other Association Documents.

4. Notice to Owners.

Except as otherwise required by the Association Documents, prior to the adoption or amendment of Policies, the Board shall provide notice of the proposed adoption or amendment to all Owners. Notice shall be provided by posting notice of the proposed Policy on the Association's website at least ten days in advance of the Board meeting at which the Board anticipates adopting the Policy, and the proposed Policy will be available for inspection at the offices of the Association's management company. Owners may provide written comments or attend the meeting and provide comments prior to the Board's vote. The Board may consider Owner comments, but is not bound to act on those comments. The Board shall have the discretion and final authority to adopt or amend all Policies in accordance with the Association Documents and Colorado and this Policy. Following the adoption or amendment of any Policy, the Board shall either mail a postcard announcement of the

new Policy advising that the new Policy is available on the Association's website and is available for inspection at the offices of the Association's management company, or mail a copy of the Policy by U.S. mail to each Owner. Any owner's failure to receive the Policy shall not be a defense to any attempt by the Association to enforce the Policy or to levy fines, expenses, or attorney's fees as a result of a violation of the Policy.

5. <u>Variances</u>.

The Board may from time to time vary from the requirements set forth in these Procedures if the Board determines in its sole discretion that such variance is reasonable under the circumstances.

6. Amendment

These Procedures may be amended from time to time by the Board.

CERTIFICATION

The undersigned, being the duly elected and acting Secretary of the Clydesdale Park Homeowners Association (the "Association") certifies that the foregoing Procedures for the Adoption and Amendment of Policies, Procedures and Rules was approved by vote of a majority of the members of the Association's Directors on 3024 23²⁵, 2009.

Dated this 23^{PD} day of 3^{PD} day of 3^{PD}

CLYDESDALE PARK HOMEOWNERS ASSOCIATION

D.

Secretary