

River Park Home Owners Association, Inc.

POLICY REGARDING THE ADOPTION AND AMENDMENT OF POLICIES AND RULES

The purpose of this Policy is to provide notice of the Association's authority to adopt and amend Rules to facilitate the efficient operation of the Association.

This Policy is in compliance with Colorado Revised Statutes §38-33.3-209.5, and the Articles of Incorporation and Bylaws of the Association.

ADOPTION AND AMENDMENT OF RULES POLICY

1. The Board of Directors, in accordance with the Association's Bylaws, and Colorado Revised Statute §38-33.3-302(1)(a), has the authority to create, adopt, amend and repeal policies, procedures, rules and regulations (hereinafter collectively called "Rule") as may be required to facilitate the efficient operation of the Association and to carry out the directives of the Association's governing documents.

2. Prior to adopting a new Rule, the Board has the right, but not the obligation, to conduct an informational meeting of the Owners and solicit their opinions regarding the proposed change.

3. The Board shall only adopt or amend Rules in open meetings. At the meeting where the Board intends to adopt or amend a Rule, at an appropriate time determined by the Board, but before the Board votes on the adoption or amendment of the Rule, Owners shall have an opportunity to speak regarding the proposed Rule in accordance with the Association's Conduct of Meetings Policy.

4. Once adopted, amended, or repealed, the Board shall publish the newly adopted or amended Rule change by any reasonable means available, which may include by mail, e-mail, newsletter, website, or personal delivery. The Rule change, along with all other Rules of the Association, shall be available for copy and review in accordance with the Association's Records Inspection Policy.

5. Any Owner's failure to receive notice of the newly adopted or amended Rule shall not serve as a defense to any attempt by the Association to enforce the Rule or to levy fines against the Owner as a result of a violation of the rule.

6. All Rules of the Association apply to all Lots and Lot Owners and, without expressly stating so, to each Owner's guest, tenants or other permittees, as well as the Association. Each Owner shall be held responsible for any violation of these Rules by its guests, tenants or other permittees.

7. The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 4-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By: J. T. Puccio, President

River Park Home Owners Association, Inc.

POLICY REGARDING BOARD MEMBER CONFLICT OF INTEREST

The purpose of this Policy is to adopt a procedure to follow when a Board member has a conflict of interest.

This Policy is in compliance with Colorado Revised Statute §38-33.3-209.5, and the Articles of Incorporation and Bylaws of the Association.

BOARD MEMBER CONFLICT OF INTEREST POLICY

1. A conflict of interest applies to board members and is defined as:
 - a. When a board member is employed by a contractor or company providing paid services for the association.
 - b. When an issue comes before the board in which a board member has a direct interest.
 - c. Any "Conflicting Interest Transaction" as that term is defined in C.R.S., §7-128-501.

2. When a potential conflict of interest exists or may exist, the board member with the potential conflict has the obligation to disclose it to the board in writing, detailing the reason for the potential conflict of interest. If the board senses an unreported potential conflict of interest, the board shall raise the issue with the member to determine if a conflict does exist. In any case, the board will determine if there is a conflict of interest and if one exists, how it will be handled as set out below:
 - a. In the case of employment by a contractor on a project being done for the association, a board member who has the opportunity to work short term for a contractor on a defined project may ask for board approval to take a leave of absence from the board until such employment is completed to prevent any suggestion of conflict. This would have to be included with the notification to the board of the potential conflict and dealt with and approved by the board. Upon completion of such employment, the board will determine whether a conflict of interest still exists and if it does not, shall reinstate the board member to full board status.
 - b. In the case of potential conflict of interest resulting from an issue in which a board member has a direct interest, the disinterested directors will determine if a conflict of interest exists and if so, will direct the board member to recuse herself from voting on issues in which he/she has a direct interest. The board member has the right as an owner to enter into a discussion of the issue.
 - c. If the board member with a conflict of interest is unwilling to take a leave of absence or recuse himself as set out above, upon the affirmative vote of a majority of the

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disinterested directors, even though the disinterested directors are less than a quorum, the board shall suspend said member from voting on said issue until the conflict is resolved.

3. No conflicting interest transaction shall be void or voidable or be enjoined, set aside, or give rise to an award of damages or other sanctions in a proceeding by a member of the Association, solely because the conflicting interest transaction involves a director of the Association, or a party related to such director solely because the director is present at or participates in the meeting of the board that authorizes, approves or ratifies the conflicting interest transaction or solely because the director's vote is counted for such purpose if :

a. The material facts as the director's relationship or interest and as to the conflicting interest transaction are disclosed or are known to the board of directors and board of directors in good faith authorizes, approves, or ratifies the conflicting interest transaction by the affirmative vote of a majority of the disinterested directors, even though the disinterested directors are less than a quorum; or,

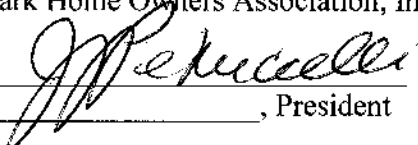
b. The material facts as to the director's relationship or interest and as to the conflicting interest transaction are disclosed or known to the members entitled to vote thereon, and the conflicting interest transaction is specifically authorized, approved, or ratified in good faith by a vote of the members entitled to vote thereon; or,

c. The conflicting interest transaction is fair as to the Association.

4. The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Conflict of Interest Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 4-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By: , President

River Park Home Owners Association, Inc.

POLICY REGARDING THE CONDUCT OF ASSOCIATION MEETINGS

The purpose of this Policy is the adoption of rules and procedures to facilitate the efficient operation of the Association in its conduct of meetings.

This Policy is in compliance with Colorado Revised Statutes §38-33.3-209.5 and ¶38-33.3-308(2.5)(b), and the Articles of Incorporation and Bylaws of the Association.

CONDUCT OF MEETINGS POLICY

1. All meetings of the Association, including Annual, Board and Special meetings, are open to every Owner and any person designated by an Owner in writing as the Owner's representative. Members, or designated representative, shall be permitted to attend, listen, and speak at an appropriate time during the meetings subject to the remaining provisions of this Policy.
2. A Board meeting shall be defined as a planned meeting of all members of the Board that is intended to administer the affairs of the Association and is attended by a quorum of the Board. During Board and Special meetings of the Board, at an appropriate time determined by the Board, but before the Board votes on an issue under discussion, Owners or their designated representatives shall be permitted to speak regarding that issue. The Board may place reasonable time restrictions on persons speaking during the meeting. If more than one person desires to address an issue and there are opposing views, the Board shall provide for a reasonable number of persons to speak on each side of the issue. Owners shall not be allowed to otherwise participate in discussion or deliberation by the Board unless authorized by a majority vote of a quorum of the Board.
3. All regular Board meetings shall be held _____. Regardless of the date, a notice of the meeting shall be e-mailed to all Owners at least ten (10) days before the meeting, announcing: 1) the meeting date and location, and 2) stating the main topic(s) of discussion. If an Owner wishes to place an item on the agenda for discussion, the Owner must give written notice to the president, with full details of the item, at least six (6) days before the meeting. The final agenda will then be sent out to all Owners at least two (2) days before the meeting. The agenda for all meetings shall be in accordance with the order of business determined by the Board but shall include an open forum during which any Owner who wishes to speak shall have the opportunity to do so, subject to other provisions in this Policy.
4. Nothing in this Policy is intended to preclude the Board from conducting such business as may come before it between Board meetings, including, but not limited to, the voting on a previously discussed issue from an earlier Board meeting. All such business and decisions shall be recorded and available to the membership.
5. The Board may hold an executive or closed door session and may restrict attendance to Board members and other persons specified by the board, provided that any such executive or closed door session may only be held in accordance with the provisions and requirements of Colorado law. The matters to be discussed at such an executive session are limited to:

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- a. Matters pertaining to employees of the Association's contract or involving the employment, promotion, discipline, or dismissal of an officer, agent, or employee of the Association.
- b. Consultation with legal counsel concerning disputes that are the subject of pending or imminent court proceedings or matters that are privileged or confidential between attorney and client.
- c. Review of or discussion relating to any written or oral communication from legal counsel.
- d. Investigative proceedings concerning possible or actual criminal misconduct.
- e. Matters subject to specific constitutional, statutory, or judicially imposed requirements protecting particular proceedings or matters from public disclosure.
- f. Any other matter of which disclosure would constitute an unwarranted invasion of individual privacy.

Prior to the time the members of the Board convene in executive session, the chairman shall announce the general matter of discussion as enumerated in the paragraphs above. No rule or regulation of the Board shall be adopted during an executive session. A rule or regulation may be validly adopted only after the Board goes back into regular session following an executive session or at a subsequent regular or special meeting of the Board.

6. Conduct at meetings by Owners and Board members shall be respectful and courteous at all times. The following rules shall be followed at all meetings of the Association:

- a. Before speaking at a meeting a speaker must be recognized by the chair.
- b. Each person who speaks must first state his or her name and lot number.
- c. Only one person may speak at a time.
- d. All comments are restricted to the agenda item being discussed.
- e. All comments are to be directed to the chair and/or Board and not other individual participants.
- f. There shall be no interruption of anyone who has been recognized by the chair, except by the chair or other Board members.
- g. Unless otherwise determined by the chair each speaker shall have three minutes to speak.
- h. Personal attacks, whether physical or verbal, and offensive language will not be tolerated.
- i. Courteous behavior is mandatory.

Should the chair determine that any Owner has spoken for the allocated amount of time, or otherwise disrupts the meeting, or is in violation of the provisions of this policy, the chair shall have the authority to instruct that Owner to yield the floor, and that Owner will be obligated to comply with the chair's instruction. If the Owner refuses to stop disrupting the meeting, the chair will issue an oral warning asking the Owner to leave the meeting. If the Owner refuses to leave, the meeting will be adjourned.

7. Notice for any Special meeting shall be e-mailed to Owners at least ten (10) days before the meeting, announcing: 1) the date of the meeting, 2) the starting time, 3) the reason for calling a

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special meeting, and 4) any documentation or information an Owner needs to help understand the topic of discussion.

8. The Annual meeting of Owners may be held during the month of June, preferably during one of the first two weekends. Notice of the meeting shall be mailed to all Owners at least thirty (30) days before the scheduled meeting date, announcing: 1) The date, time, and place of the meeting, 2) a tentative meeting agenda, 3) blank proxy and ballot forms, 4) minutes of the previous annual meeting, 5) financial statements from the previous year, 6) description of any proposed resolutions, 7) information on Owners running for openings on the Board, and 8) board accomplishments. The agenda for the annual meeting shall be in accordance with the order of business determined by the Board but shall include an open forum during which any Owner who wishes to speak shall have the opportunity to do so, subject to other provisions in this policy.

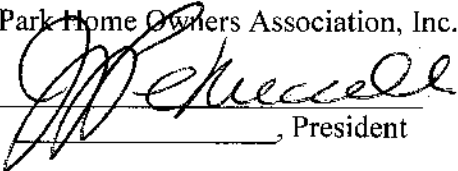
9. Minutes of all meetings shall be sent to all Owners by e-mail within a reasonable time after final approval from the Board.

10. Video or audio recording of all or any portion of any meeting by Owners is prohibited, provided that the Board may determine to record any meeting in its discretion.

11. The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 4-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By: , President

RIVER PARK HOME OWNERS ASSOCIATION, INC.

POLICY REGARDING THE ENFORCEMENT OF RESTRICTIVE COVENANTS AND RULES

All Owners of Lots within River Park Subdivision (the "Subdivision") are bound by the provisions of the Declaration of Conditions, Covenants and Restrictions for River Park (the "Covenants"). In addition, all owners of Lots are bound by the provisions of the Articles of Incorporation and Bylaws of the River Park Home Owners Association, Inc. (the "Association"). This Policy is adopted pursuant to the authority granted to the Association by the Covenants, Articles and Bylaws and pursuant to the authority granted by C.R.S. §38-33.3- 302(1)(a) and §38-33.3-209.5 of the Colorado Common Interest Ownership Act ("CCIOA").

To the extent that the Covenants, Articles, Bylaws, or the Rules and Regulations (collectively called the "Rules") are in conflict, the provisions of the Covenants shall first control, followed by the Articles, Bylaws and Rules and Regulations, in that order. In other words, a violation of the Covenants, Articles or Bylaws or the failure to comply with an order of the Board of Directors of the Association (the "Board") shall be deemed to be a violation of this Policy and subject to the enforcement provisions contained herein.

These Rules and Regulations are binding on all Owners of Lots, residents, tenants, and their families and guests. All references in this Policy to Lot Owners, residents and tenants are interchangeable and each shall be jointly and severally liable and responsible for actions or violations.

ENFORCEMENT OF COVENANT AND RULES POLICY

1. Without limiting or otherwise affecting any remedy found in the Covenants, Articles and Bylaws, a complaint which alleges a violation of the Rules may be initiated by any Lot Owner or the Board.

2. Any complaint hereunder which alleges a violation of the Rules shall be made in writing to the Board or its duly authorized agent. No oral complaints will be accepted. Complaints should be made as soon as possible after the alleged violation has occurred. The complaint shall, at a minimum, include the following:

- (a) The name, address and telephone number of the complainant.
- (b) The Lot Owner's/Resident's name and Lot number or the address of the Lot against whom the complaint is being filed.
- (c) The specific details or description of the alleged violation, including the date, time and location of the alleged violation.
- (d) If possible, photographs showing the alleged violation.
- (e) The signature of the complainant and the date on which the complaint is made.

3. After receipt of a complaint hereunder, the Board or its designee shall review the allegations of the complaint. If permitted by the alleged offending Lot Owner, the Board or its designee shall

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conduct a walk-through of the subject Lot and determine whether the complaint states a valid complaint, without making a determination as to ultimate merits of the complaint.

4. The filing of a false complaint or complaints under these Rules or the repeated filing of frivolous complaints shall be deemed a violation of these Rules and subject to the enforcement provisions contained in them. The use of these Rules in a manner deemed to be harassment of other Owners or Residents shall also be deemed a violation of these Rules and subject to the enforcement provisions contained herein.

5. Harassment of, or retaliation against any complainant by the alleged violator or any person associated with the alleged violator shall be deemed a violation of these Rules and subject to the enforcement provisions contained herein.

6. The Lot Owner is ultimately liable for any violation of Rules committed by a resident, guest, tenant, service person or other Person or animal associated with the Lot.

7. Upon receipt of a complaint deemed valid by the Board or its duly authorized agent, the Board will notify the Lot Owner/Resident of the violation by letter at the address of the Owner as reflected on the records of the Association.

8. The notice of violation will include the following:

(a) copy of the written complaint or otherwise specific details of the alleged violation as deemed appropriate by the Board.

(b) information on any applicable fine or other charge that may be levied and the date by which the levied fine or charge must be paid if no hearing is requested.

(c) if relevant, the notice of violation will set a date by which the violation must be remedied.

(d) include information on how the alleged violator may request a hearing before the Board concerning the violation and/or charge or fine.

(e) that this hearing shall consist of impartial decision makers, as that term is defined in section 209.5(2)(b)(II) of CCIOA.

(f) contain the last date by which a request for hearing must be received by the Board. This date will be no less than ten (10) days from the date the notice is mailed by certified mail, return receipt requested, or hand delivered, whichever occurs first.

9. Except as otherwise provided in this Policy, the following schedule of fines will apply to violations of any Rule or a direct order of the Board:

a. If the Lot Owner fails to request a hearing as provided in Sections 8(d)(e)(f) above, the Board will issue a written directive to remedy the violation within twenty (20) days after notice of violation is received. Failure to remedy the violation in accordance with the written directive will subject the offending Owner to a fine of \$10.00 per day for each and every day that the

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violation is not remedied, said fines to commence on the twenty-first (21st) day after the date of the notice of violation. The Association may also institute litigation to obtain an injunction or other order to prevent future violations.

10. In addition to any fine assessed, the Lot Owner will be responsible for any costs or expenses associated with the violation, including, but not limited to repair of damaged property and any attorney's fees or other fee incurred by the Association which may be associated with the violation or collection of the fine, costs or expenses.

11. Fines and assessments for costs, expenses and damages associated with the violation will be assessed to the Lot Owner as part of his annual assessment. Pursuant to C.R.S., 38-33.3- 316, the Association shall have a statutory lien on a Lot for any unpaid fines, costs, expenses and damages imposed against a Lot Owner hereunder, which may be collected in any manner as permitted as law.

12. Within the time limits as provided in Section 8(f) above, Owner may request a hearing before the Board at the next scheduled meeting or at any meeting set by the Board for such purpose.

13. As a part of the Notice of Violation, a date is specified by which a hearing must be requested. The Owner/Resident must prepare a request for a hearing and mail the request to the Association in sufficient time to arrive no later than the last date stipulated in the Notice of Violation.

13. Upon timely receipt of the request for a hearing, the President of the Association or his designee will schedule a hearing before the Board at the next regularly scheduled Board meeting or a special meeting called for such purpose. The goal in scheduling of the hearing shall be to promptly resolve all complaints provided that reasonable notice of the hearing can be given to the alleged violator and complainant.

14. Once the President has determined when the hearing will be conducted, the Association or its duly authorized agent will notify the alleged violator and the complainant of the date, time and place of the meeting during which the hearing will be conducted. Unless expressly requested by both the alleged violator and the complainant, the hearing will be conducted in "Executive Session" at the regular or special meeting of the Board.

15. At the hearing, the Board will hear and consider arguments, evidence, or statements regarding the alleged violation and any defense thereof. The complainant will be required to provide evidence and/or testimony related to the violation. Following the hearing and due consideration, the Board will issue its determination regarding the alleged violation. The decision of the Board will be binding on the alleged violator and complainant.

16. Any fine or other charges that may be levied for which a hearing has been requested will not become due until the Board has held a hearing and determined whether a violation has occurred and whether a fine or other charges shall be levied or assessed. However, the request for a hearing shall be without prejudice to other legal or equitable remedies that may be pursued by the Board during this time, pursuant to Colorado state law, the Covenants, Articles, the Bylaws and CCIOA. Generally, the Board will make its determination immediately following the hearing and advise the alleged violator and the complainant of its decision at that time. However, if additional information or an opinion from the Association's attorney is needed by the Board, the

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determination will be made at a later date and the alleged violator and complainant will be notified of the determination at a later date in writing.

17. If no request for a hearing is filed within the prescribed period of time, the right to a hearing will be deemed waived and the allegations contained in the Notice of Violation will be deemed admitted and any prescribed remedy will be instituted.

18. Failure of an alleged violator to attend a requested hearing without an advance request to continue the hearing date for good cause will be deemed a waiver of the right to a hearing and the allegations contained in the Notice of Violation will be deemed admitted and any prescribed remedy will be instituted.

19. Failure of the complainant to attend a requested hearing without an advance request to continue the hearing date for good cause will be deemed a withdrawal of the Complaint and dismissal of the hearing.

20. If any clause, phrase, provisions or portion of this Policy or the application of them to any person or circumstance shall be held to be invalid under applicable law, such event shall not affect, impair or render invalid or enforceable the remainder of this Policy nor any other clause, phrase, provision, or portion hereof, nor shall it affect the application of any clause, phrase, provision or portion hereof to other permitted persons or circumstances.

21. The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 4-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By: , President

RIVER PARK HOME OWNERS ASSOCIATION, INC.

POLICY REGARDING THE ENFORCEMENT OF RESTRICTIVE COVENANTS AND RULES

All Owners of Lots within River Park Subdivision (the "Subdivision") are bound by the provisions of the Declaration of Conditions, Covenants and Restrictions for River Park (the "Covenants"). In addition, all owners of Lots are bound by the provisions of the Articles of Incorporation and Bylaws of the River Park Home Owners Association, Inc. (the "Association"). This Policy is adopted pursuant to the authority granted to the Association by the Covenants, Articles and Bylaws and pursuant to the authority granted by C.R.S. §38-33.3- 302(1)(a) and §38-33.3-209.5 of the Colorado Common Interest Ownership Act ("CCIOA").

To the extent that the Covenants, Articles, Bylaws, or the Rules and Regulations (collectively called the "Rules") are in conflict, the provisions of the Covenants shall first control, followed by the Articles, Bylaws and Rules and Regulations, in that order. In other words, a violation of the Covenants, Articles or Bylaws or the failure to comply with an order of the Board of Directors of the Association (the "Board") shall be deemed to be a violation of this Policy and subject to the enforcement provisions contained herein.

These Rules and Regulations are binding on all Owners of Lots, residents, tenants, and their families and guests. All references in this Policy to Lot Owners, residents and tenants are interchangeable and each shall be jointly and severally liable and responsible for actions or violations.

ENFORCEMENT OF COVENANT AND RULES POLICY

1. Without limiting or otherwise affecting any remedy found in the Covenants, Articles and Bylaws, a complaint which alleges a violation of the Rules may be initiated by any Lot Owner or the Board.
2. Any complaint hereunder which alleges a violation of the Rules shall be made in writing to the Board or its duly authorized agent. No oral complaints will be accepted. Complaints should be made as soon as possible after the alleged violation has occurred. The complaint shall, at a minimum, include the following:
 - (a) The name, address and telephone number of the complainant.
 - (b) The Lot Owner's/Resident's name and Lot number or the address of the Lot against whom the complaint is being filed.
 - (c) The specific details or description of the alleged violation, including the date, time and location of the alleged violation.
 - (d) If possible, photographs showing the alleged violation.
 - (e) The signature of the complainant and the date on which the complaint is made.
3. After receipt of a complaint hereunder, the Board or its designee shall review the allegations of the complaint. If permitted by the alleged offending Lot Owner, the Board or its designee shall

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conduct a walk-through of the subject Lot and determine whether the complaint states a valid complaint, without making a determination as to ultimate merits of the complaint.

4. The filing of a false complaint or complaints under these Rules or the repeated filing of frivolous complaints shall be deemed a violation of these Rules and subject to the enforcement provisions contained in them. The use of these Rules in a manner deemed to be harassment of other Owners or Residents shall also be deemed a violation of these Rules and subject to the enforcement provisions contained herein.

5. Harassment of, or retaliation against any complainant by the alleged violator or any person associated with the alleged violator shall be deemed a violation of these Rules and subject to the enforcement provisions contained herein.

6. The Lot Owner is ultimately liable for any violation of Rules committed by a resident, guest, tenant, service person or other Person or animal associated with the Lot.

7. Upon receipt of a complaint deemed valid by the Board or its duly authorized agent, the Board will notify the Lot Owner/Resident of the violation by letter at the address of the Owner as reflected on the records of the Association.

8. The notice of violation will include the following:

(a) copy of the written complaint or otherwise specific details of the alleged violation as deemed appropriate by the Board.

(b) information on any applicable fine or other charge that may be levied and the date by which the levied fine or charge must be paid if no hearing is requested.

(c) if relevant, the notice of violation will set a date by which the violation must be remedied.

(d) include information on how the alleged violator may request a hearing before the Board concerning the violation and/or charge or fine.

(e) that this hearing shall consist of impartial decision makers, as that term is defined in section 209.5(2)(b)(II) of CCIOA.

(f) contain the last date by which a request for hearing must be received by the Board. This date will be no less than ten (10) days from the date the notice is mailed by certified mail, return receipt requested, or hand delivered, whichever occurs first.

9. Except as otherwise provided in this Policy, the following schedule of fines will apply to violations of any Rule or a direct order of the Board:

a. If the Lot Owner fails to request a hearing as provided in Sections 8(d)(e)(f) above, the Board will issue a written directive to remedy the violation within twenty (20) days after notice of violation is received. Failure to remedy the violation in accordance with the written directive will subject the offending Owner to a fine of \$10.00 per day for each and every day that the

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violation is not remedied, said fines to commence on the twenty-first (21st) day after the date of the notice of violation. The Association may also institute litigation to obtain an injunction or other order to prevent future violations.

10. In addition to any fine assessed, the Lot Owner will be responsible for any costs or expenses associated with the violation, including, but not limited to repair of damaged property and any attorney's fees or other fee incurred by the Association which may be associated with the violation or collection of the fine, costs or expenses.

11. Fines and assessments for costs, expenses and damages associated with the violation will be assessed to the Lot Owner as part of his annual assessment. Pursuant to C.R.S., 38-33.3- 316, the Association shall have a statutory lien on a Lot for any unpaid fines, costs, expenses and damages imposed against a Lot Owner hereunder, which may be collected in any manner as permitted as law.

12. Within the time limits as provided in Section 8(f) above, Owner may request a hearing before the Board at the next scheduled meeting or at any meeting set by the Board for such purpose.

13. As a part of the Notice of Violation, a date is specified by which a hearing must be requested. The Owner/Resident must prepare a request for a hearing and mail the request to the Association in sufficient time to arrive no later than the last date stipulated in the Notice of Violation.

13. Upon timely receipt of the request for a hearing, the President of the Association or his designee will schedule a hearing before the Board at the next regularly scheduled Board meeting or a special meeting called for such purpose. The goal in scheduling of the hearing shall be to promptly resolve all complaints provided that reasonable notice of the hearing can be given to the alleged violator and complainant.

14. Once the President has determined when the hearing will be conducted, the Association or its duly authorized agent will notify the alleged violator and the complainant of the date, time and place of the meeting during which the hearing will be conducted. Unless expressly requested by both the alleged violator and the complainant, the hearing will be conducted in "Executive Session" at the regular or special meeting of the Board.

15. At the hearing, the Board will hear and consider arguments, evidence, or statements regarding the alleged violation and any defense thereof. The complainant will be required to provide evidence and/or testimony related to the violation. Following the hearing and due consideration, the Board will issue its determination regarding the alleged violation. The decision of the Board will be binding on the alleged violator and complainant.

16. Any fine or other charges that may be levied for which a hearing has been requested will not become due until the Board has held a hearing and determined whether a violation has occurred and whether a fine or other charges shall be levied or assessed. However, the request for a hearing shall be without prejudice to other legal or equitable remedies that may be pursued by the Board during this time, pursuant to Colorado state law, the Covenants, Articles, the Bylaws and CCIOA. Generally, the Board will make its determination immediately following the hearing and advise the alleged violator and the complainant of its decision at that time. However, if additional information or an opinion from the Association's attorney is needed by the Board, the

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determination will be made at a later date and the alleged violator and complainant will be notified of the determination at a later date in writing.

17. If no request for a hearing is filed within the prescribed period of time, the right to a hearing will be deemed waived and the allegations contained in the Notice of Violation will be deemed admitted and any prescribed remedy will be instituted.

18. Failure of an alleged violator to attend a requested hearing without an advance request to continue the hearing date for good cause will be deemed a waiver of the right to a hearing and the allegations contained in the Notice of Violation will be deemed admitted and any prescribed remedy will be instituted.

19. Failure of the complainant to attend a requested hearing without an advance request to continue the hearing date for good cause will be deemed a withdrawal of the Complaint and dismissal of the hearing.

20. If any clause, phrase, provisions or portion of this Policy or the application of them to any person or circumstance shall be held to be invalid under applicable law, such event shall not affect, impair or render invalid or enforceable the remainder of this Policy nor any other clause, phrase, provision, or portion hereof, nor shall it affect the application of any clause, phrase, provision or portion hereof to other permitted persons or circumstances.

21. The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 4-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By: J. Perucalle, President

Policy for Collection of Delinquent Assessments

Policy Background:

It is vital to the effective administration of the Association that assessments and other charges to members be paid in a timely manner. Late or non-paying members place an unfair burden on members who pay on time. The Association must collect past due assessments in order to continue to serve the community well and efficiently.

This Policy is in compliance with Colorado Revised Statutes, §§38-33.3-209.5 and 38-33.3-316.3 and the Covenants and By-Laws of the Association.

Policy Procedures & Requirements:

Definitions: "Assessments" include Dues as defined in the Covenants, other Association governing documents, and as defined under Colorado statute, as well as any special assessments imposed by the Association, other associated fees, charges, late charges, attorney fees, fines, penalties and interest. Without limiting the generality of the foregoing definition, All Assessments are due within 30 days from the date of billing, unless otherwise stated in the billing. An Assessment is "delinquent" or "past-due" if it remains unpaid after said 30 day time frame or after the date specified in the billing. .

Collecting Delinquent Assessments: The Association, through the Board of Directors, may initiate collection proceedings at any time after any Assessment payment becomes delinquent, subject to the following policy. The Board, in its sole discretion, consistent with state law, and in light of the relevant facts and circumstances, may choose to employ any one or more of the following means in seeking collection, with or without notice, at any time after a payment is past due.

1. For all Assessments that are delinquent for thirty days or more: A one-time late fee will be charged on each Assessment once it becomes past due. The late fee is \$25 for the first delinquency, increasing by \$25 for each delinquency in subsequent years. The Board, in its sole discretion, may waive the late fee if the facts and circumstances so justify a waiver. A fee of \$45 will be charged for returned checks. The amount of the delinquent Assessment will incur interest at the rate as set in the Covenants, currently 1.5% per month from the date of delinquency. The late fees, returned check fees and accrued interest shall be added to the total delinquent Assessment amount and shall become a continuing lien upon the land as provided in the Covenants, or as provided under Colorado law. At this stage, the Board will send a late-notice letter to the delinquent member explaining all the following:
 - a. Total amounts owed, with an accounting of how the total was determined.
 - b. A one-time offer of the opportunity for the delinquent member to enter into a payment plan, under which the total delinquent amount is fully paid off in equal installments over a six-month period. The payment plan option is not available

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to a member who has previously been in a delinquent status or who has previously entered into a payment plan with the Association. Failure to comply with the terms of the payment plan shall immediately trigger the next step of the collections process described in (c), below. A fee of \$50 will be charged and become part of the total delinquent amount to cover the accounting expenses of the payment plan.

- c. The late-notice letter will specify that if a delinquent member fails to cure the entire delinquency or does not enter into a payment plan, within 30 days of the date of the late-notice letter, or at any time fails to comply with the terms of the payment plan, the Association's Board, by recorded vote, will consider initiating collection action as stated in Section 2, below.
 - d. The late-notice letter will give the contact information of the association representative that the member may contact to verify the amount of the debt and to inform as to the member's acceptance or rejection of the payment plan option.
 - e. The late-notice letter will be the only written notice from the Association prior to undertaking collection action.
2. Upon the failure of a delinquent member to cure the entire delinquency, to enter into a payment plan or to comply with the terms of a payment plan, the Association Board, by recorded vote, may refer the delinquent account to its attorney for further actions as necessary. These actions may include, but are not limited to; filing a lien on the property, filing a lawsuit against the delinquent member, foreclosure of the Assessment lien, or other such actions as may be recommended by the Association's attorney and approved by recorded vote of the Board. Additional penalties and fees will be no less than \$150 to cover the Association's cost, and the delinquent member will additionally be responsible for all legal fees and costs involved in the collections process. Should the Association initiate collection action under this policy, all further communication regarding the delinquent account will be between the delinquent member and the Association's attorney or designated representative only until resolution. Also, at the discretion of the Board, the voting privileges of the delinquent member may be suspended by recorded vote of the Board.
3. The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 4-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By: , President

River Park Home Owners Association, Inc.

Policy for Dispute Resolution

It is the policy of the Association to encourage the use of Alternative Dispute Resolution to resolve disputes between the Association and its Members.

This Policy is in compliance with Colorado Revised Statutes, §§38-33.3-209.5 and 38-33.3-124 and the Covenants and By-Laws of the Association.

Policy Procedures & Requirements:


In the event of a dispute between the Association and an Owner/Member, a request for dispute resolution may be initiated by either the Association or Owner/Member and the Owner/Member is invited and encouraged to meet with the Board to resolve the dispute informally and without the need for litigation. A request to meet with the Board must be in writing and must provide the nature and details of the dispute. Within fifteen (15) days of the receipt of the request for alternative dispute resolution, a meeting date will be agreed upon by both parties for the purpose of negotiating a resolution. Through good-faith negotiation, the parties will communicate directly with each other in an effort to reach an agreement that serves the interests of both parties. Nothing in this policy shall be construed to require any specific form of alternative dispute resolution, such as mediation or arbitration, although such processes may be utilized if agreed to by both parties to the dispute.

If the negotiation process does not resolve the dispute, the parties may pursue other options as they may mutually agree upon or they may independently move the matter to a more formal process, including, but not limited to, arbitration or litigation. The provisions of this policy shall be in addition to and in supplement to the terms and provisions of the Covenants, Articles of Incorporation and Bylaws, as well as the laws of the State of Colorado governing the subdivision.

The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 9-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By: , President

River Park Home Owners Association, Inc.

- i. A list of the names of all owners & the physical mailing addresses at which the Association communicates with them, showing the number of votes each owner is entitled to cast.
 - j. Ballots, proxies & other records related to voting by owners for one year after the election, action or vote.
 - k. Financial statements.
 - l. Detailed records of receipts & expenditures affecting the operation & administration of the Association.
 - m. Financial records sufficiently detailed to enable the Association to provide an owner with a written statement stating the amount of unpaid assessments currently levied against the owner.
 - n. Tax returns of the Association for the past seven years.
 - o. All financial audits.
 - p. The most recent Annual Report delivered to the Secretary of State.
 - q. The Association's most current reserve study.
 - r. Records the Association is required to disclose within ninety days of the end of the fiscal year as required by CCIOA.
 - s. Current written contracts to which the Association is a party and contracts for work performed within the past two years.
5. Records on file that will not be made available for copying or inspection without the written consent of the Board:
- a. Contracts, leases, bids or records related to transactions to purchase or provide goods or services that are currently in or under negotiations.
 - b. Communications with legal counsel that are otherwise protected by attorney-client privilege or the attorney work product doctrine.
 - c. Disclosure of information in violation of the law.
 - d. Records of an executive session of the Board. Minutes of meetings at which an executive session was held shall indicate that an executive session was held and the general subject matter of the executive session.
 - e. Records relating to or concerning individual Lots other than those of the requesting Owner.
6. The Association shall in all instances withhold and not disclose any records that concern or contain:
- a. Personnel, salary, or medical records relating to specific individuals.
 - b. Personal identification & account information of members, including bank account information, telephone numbers, electronic mail addresses, driver's license numbers, and social security numbers.
7. A membership list, or any part of that list, may not be:
- a. Obtained or used by any person for any purpose unrelated to an Owner's interest as a Lot owner.

River Park Home Owners Association, Inc.

POLICY REGARDING RESERVE ANALYSIS AND INVESTMENT

The purpose of this Policy is to provide for an analysis and investment plan for the Association's reserve funds.

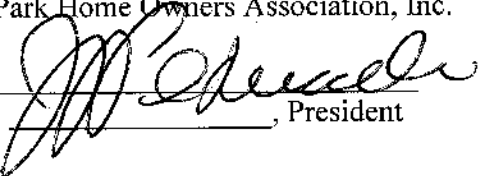
This Policy is in compliance with Colorado Revised Statute §38-33.3-209.5, and Bylaws of the Association.

RESERVE POLICY

1. Each year, prior to the preparation of the annual budget, the Board shall perform an internally conducted Reserve Analysis to estimate the funds that shall be needed over the ensuing five year period (at a minimum) for major repair and replacement of common infrastructure which the Association is responsible for maintaining, repairing and replacing. The Reserve Analysis shall include a recommendation for the level of funding of reserves for the next fiscal year, taking into account the level of reserve accumulated to date and the anticipated funding needs. This Reserve Analysis need not include routine maintenance and upkeep, items which shall be included in the Association's annual budget.
2. The Board shall use its reasonable business judgment in determining how to invest money on deposit in any Reserve Fund account. Factors that the Board shall consider when making an investment decision include safety of funds, interest rate, and liquidity.
4. The Board shall review this Policy annually. The Board may amend this Policy when such modification is deemed to be in the best interests of the Association.

The undersigned, being President of the River Park Home Owners Association, Inc. certifies that the forgoing Reserve Policy was adopted by the Board of Directors of the Association at a duly called meeting of the Board on 4-9-15, and in witness thereof the undersigned has subscribed his/her name.

River Park Home Owners Association, Inc.

By:  _____, President