

RESOLUTION
OF THE
PAWNEE HILLS COMMUNITY ASSOCIATION, INC.
REGARDING PROCEDURES FOR ADOPTION OF POLICIES, PROCEDURES,
RULES, REGULATIONS, OR GUIDELINES

SUBJECT: Adoption of a procedure to be followed when adopting policies, procedures, rules, regulations, or guidelines (hereinafter “policy” or “policies”) regarding the operation of the Association.

PURPOSE: To adopt a standard procedure to be used in developing policies in order to facilitate the efficient operation of the Association and to afford Owners an opportunity to provide input and comments on such policies prior to adoption.

AUTHORITY: Articles of Incorporation, Declaration, and Bylaws of the Association and Colorado Law

EFFECTIVE DATE: Amended May 2019

RESOLUTION: The Association hereby adopts the following procedures to be followed in adopting policies of the Association.

1. Scope. The Board of Directors (hereinafter “the Board”) of the Association may, from time to time, adopt certain policies as may be necessary to facilitate the efficient operation of the Association, including the clarifications of ambiguous provisions in other documents, or as may be required by law. In order to encourage Owner participation in the development of such policies and to ensure that such policies are necessary and properly organized the Board shall follow these procedures when adopting and policy.
2. Drafting Procedure. The Board shall consider the following in drafting the policy:
 - a. Whether the governing documents or Colorado law grants the Board the authority to adopt such a policy;
 - b. The need for such policy based upon the scope and importance of the issue and whether the governing documents adequately address the issue; and,
 - c. The immediate and long-term impact and implications of the policy.
3. Notice and Comment. In compliance with Colorado law, notice of adoption or amendment of every policy shall be listed on the board meeting agenda and posted in a conspicuous place in the community, ten (10) days prior to the board meeting to allow any Owner who wishes to comment on the proposed policy or amendment.
4. Emergency. The Board may forego notice and opportunity to comment in the event the Board determines in its sole discretion that providing notice and opportunity to comment is not practical given the emergency nature of such policy. Emergency is defined as the safety and well being of the person or property within the Association.

5. Adoption Procedure. After the period for Owner comment expires, the Board may adopt any policy or amendment. Upon adoption of a policy or amendment, the policy or amendment (including the effective date) shall be provided to all Owners by physical posting in a conspicuous place in the community; including but not limited to, posting on the Association's website.
6. Policy Book. The Board shall keep copies of any and all adopted policies in a book designated as a Policy Book and posted on the Association's website. The Board of Directors may further categorize policies, procedures, rules, regulations, resolutions, and guidelines; but, shall not be required to do so.
7. Definitions. Unless otherwise defined in this resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.
8. Supplement to Law. The provisions of this resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the State of Colorado governing the project.
9. Deviations. The Board may deviate from the procedures set forth in this resolution if in its sole discretion such deviation is reasonable under the circumstances.
10. Amendment. This procedure may be amended from the time to time by the Board of Directors.

CERTIFICATION

The provisions of this resolution or Amendment was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on July 23, 2019 and in witness thereof, the undersigned has subscribed his/her name.

PAWNEE HILLS COMMUNITY ASSOCIATION, INC.

a Colorado Non-profit corporation








