

**ESTES SQUARE CONDOMINIUM ASSOCIATION, INC.
POLICY AND PROCEDURE
ALTERNATIVE DISPUTE RESOLUTION**

Adopted October 31, 2015

The following policy and procedure has been adopted by the Estes Square Condominium Association, Inc. ("Association") pursuant to Colorado statutes, for addressing disputes arising between the Association and Owners. This policy and procedure supersedes and replaces any prior resolution or policy addressing disputes arising between the Association and Owners.

1. This Policy and Procedure for Alternative Dispute Resolution specifically does not apply to enforcement of the Association's governing documents, including but not limited to, collection of assessments and violations of rules, regulations, policies, or covenants.
2. Any dispute arising between an Owner and the Association, other than for those items listed in Paragraph 1, should be submitted in writing by the Owner to the Board of Directors through the Association's managing agent for consideration at the next scheduled Board meeting at which the Owner shall attend.
3. If resolution of the dispute is not achieved through a dialogue between the Owner and the Board, the dispute shall be submitted to Jefferson County Mediation Services, a service of Jefferson County, by telephone, 303.271.5060, or email jcmediation@jeffco.us.
4. If the Owner refuses to participate in mediation or if mediation is unsuccessful, neither the Association nor the Owner has waived any right to pursue any available legal actions.

PRESIDENT'S

CERTIFICATION: The undersigned, being the President of the Estes Square Condominium Association, Inc., a Colorado nonprofit corporation, certifies that the foregoing policy and procedure was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on October 26, 2015, and in witness thereof, the undersigned has subscribed her name.

ESTES SQUARE CONDOMINIUM ASSOCIATION, INC.,
a Colorado nonprofit corporation

By: *Susanne C. Lester*
President