

**RESOLUTION
OF
WOODY CREEK TOWNHOMES ASSOCIATION FILING NO. 1
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: The Declaration, Articles of Incorporation and Bylaws of the Association and Colorado law.

EFFECTIVE DATE: 12-12-13

RESOLUTION: The Association hereby adopts the following procedures when adopting Policies of the Association:

1. Scope. The Board of Directors 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 clarification 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 insure that such Policies are necessary and properly organized, the Board shall follow the following procedures when adopting any Policy.

2. Drafting Procedure. The Board shall consider the following in drafting any 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. The proposed adoption of every Policy shall be listed on the agenda for the Board meeting prior to adoption by the

Board and any Owner who wishes to comment on the proposed Policy shall be afforded such opportunity at the relevant Board meeting in compliance with Colorado law. Upon adoption of a Policy, the Policy shall be posted on the Association's website and notice of such Policy (including the effective date) shall be given to all Owners by any reasonable method as determined in the sole discretion of the Board which may include notification by email, inclusion in the Association's newsletter, and/or mailing via traditional United States Postal Service.

4. Definitions. Unless otherwise defined in this Resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.

5. 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 law of the State of Colorado governing the community.

6. 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.

7. Amendment. This Resolution may be amended from time to time by the Board of Directors.

**PRESIDENT'S
CERTIFICATION:**

The undersigned, being the President of the Association certifies that the foregoing Resolution was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board on 12-12-13 and in witness thereof, the undersigned has subscribed his/her name.

**WOODY CREEK TOWNHOMES
ASSOCIATION FILING NO. 1,
a Colorado nonprofit corporation**



President