## PROCEDURE FOR ADDRESSING DISPUTES FOR ISSUES NOT COVERED BY THE DECLARATION OR BYLAWS BETWEEN THE ASSOCIATION AND OWNERS

## OF

## HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.

The following resolution has been adopted by Highlands Ranch Community Association, Inc. (hereinafter the "Association") pursuant to Colorado law, the Community Declaration for Highlands Ranch Community Association, Inc. ("Declaration") and the Bylaws of the Association at a regular meeting of the Board of Directors ("Board") of the Association.

## **RECITALS**

WHEREAS, Colorado law requires that associations adopt a procedure for addressing disputes arising between associations and Owners; and

WHEREAS, Section 5.16 of the Declaration authorizes the Association to adopt, amend and enforce rules and regulations and policies and procedures; and

WHEREAS, the Association desires to establish reasonable policies and procedures for addressing disputes arising between the association and Owners.

NOW THEREFORE, BE IT RESOLVED, that the Association adopts the following Procedure for Addressing Disputes Between the Association and Owners:

1. Procedure for Addressing Disputes. In the event of any dispute between the Association and an Owner, for which a method, policy or procedure to address such dispute is not provided by the Declaration or Bylaws of the Association, the Owner is invited and encouraged to meet with the Community Manager, to resolve the dispute informally and without the need for litigation. If the Owner requests to meet with the Community Manager, the Association shall make a reasonable effort to comply with the Owner's request.

To further open communications and to promote the informal resolution of such disputes, all statements and communications of any kind between the Owner and the Community Manager pursuant to this Policy shall be considered confidential and may not be used by either the Owner or the Association in any subsequent proceedings in the event an informal, negotiated resolution is not reached. Furthermore, any settlement or compromise reached as a result of this Policy shall not constitute a precedent for purposes of any other or subsequent dispute between the Association and any Owner.

Nothing in this Policy shall be construed to require any specific form of alternative dispute resolution, such as mediation or arbitration, or require the parties to meet. In addition, nothing in this Policy shall be construed to require the Association to mediate or arbitrate disputes between Owners. Neither the Association nor the Owner

waives any right to pursue whatever legal or other remedial actions are available to either party.

- 2. <u>Definitions</u>. Unless otherwise defined in this Resolution, capitalized terms or terms defined in the Declaration shall have the same meaning herein as set forth in the Declaration.
- 3. <u>Supplement</u>. The provisions of this Resolution shall be in addition to and shall supplement the terms and provisions of the Declaration, the Bylaws, and the laws of the State of Colorado governing the Association.
- 4. <u>Deviations</u>. The Board may deviate from the procedures set forth in this Resolution if, in its sole discretion, such deviation is necessary under the circumstances.
  - 5. <u>Amendment</u>. The Board may amend this policy from time to time.

Adopted by the Board of Directors of Highlands Ranch Community Association, Inc. this 19th day of December 2006, effective January 1, 2007.

HIGHLANDS RANCH COMMUNITY ASSOCIATION, INC.

By:

Name: NICK ROBIN

Title: President

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TEST:

Bv:

Name: CAROUS SCH

Title: Secretary