

Red Fox Hills Homeowners Association

Adoption of Rules and Policies Policy

(Adopted pursuant to C.R.S. § 38-33.3-209.5 and § 38-33.3-302)

1. Purpose

This Adoption of Rules and Policies Policy ("Policy") is adopted by Red Fox Hills Homeowners Association ("Association") to establish a clear and transparent procedure for the adoption, amendment, and repeal of rules, regulations, and policies by the Association's Board of Directors ("Board"). This Policy is intended to ensure compliance with the Colorado Common Interest Ownership Act ("CCIOA") and promote fair governance practices.

2. Authority

This Policy is adopted pursuant to C.R.S. § 38-33.3-209.5(1)(b)(I) and § 38-33.3-302(1)(a), which empower the Association's Board to adopt and amend rules and regulations after notice and comment by members.

3. Definitions

- Rule or Regulation: Any Board-adopted statement, policy, or guideline that governs or restricts the use of common elements or units, or that implements, interprets, or clarifies a provision of the Association's governing documents.
- Policy: A written procedure or standard adopted by the Board under C.R.S. § 38-33.3-209.5 to promote uniform and transparent operations.
- Governing Documents: The Declaration, Bylaws, Articles of Incorporation, and any duly adopted rules, regulations, or policies of the Association.

4. General Principles

The Board recognizes that its rule-making authority must be exercised reasonably, consistently, and in the best interest of the Association. All adopted rules and policies must:

1. Be consistent with Colorado law and the Association's governing documents;
2. Be clear, fair, and enforceable;
3. Promote the health, safety, and welfare of residents; and
4. Be recorded in the Association's policy book and made available to all owners.

5. Rule Adoption Procedure

1. Initiation: The Board may consider adopting, amending, or repealing a rule or policy at any regular or special Board meeting.
2. Drafting: A proposed rule or policy shall be drafted in writing and include:
 - a. The purpose and intent of the rule;
 - b. The authority under which the rule is being adopted;
 - c. The scope and effect of the rule; and
 - d. The effective date.
3. Notice to Owners:

Red Fox Hills Homeowners Association

Adoption of Rules and Policies Policy

- a. The proposed rule or policy shall be distributed to all owners at least 10 days prior to the Board meeting where adoption will be considered.
 - b. Notice may be delivered by mail, email (if consented), or other established communication methods.
 - c. The notice shall include the date, time, and location of the Board meeting and invite owner comments.
4. Owner Comment Period:
 - a. Owners shall be given a reasonable opportunity to submit written comments or attend the meeting to provide feedback prior to the Board's vote.
 - b. Comments may be presented verbally at the meeting or in writing before the vote.
5. Board Consideration and Adoption:
 - a. After reviewing all owner comments, the Board may vote to adopt, amend, or reject the proposed rule or policy.
 - b. Adoption requires a majority vote of the Board at a duly noticed meeting.
 - c. The Board's decision shall be recorded in the meeting minutes, including the text of the approved rule or policy.
6. Effective Date and Notification:
 - a. The newly adopted rule or policy shall take effect immediately upon Board approval unless otherwise stated.
 - b. A copy of the final rule or policy shall be distributed to all owners within 15 days after adoption and retained in the Association's official policy records.

6. Emergency Rules

In cases of emergency affecting health, safety, or property, the Board may adopt temporary rules without prior notice or owner comment. Such emergency rules shall:

1. Be clearly identified as temporary;
2. Remain effective for no more than 60 days; and
3. Be subject to the normal adoption process if continued beyond that period.

7. Recording and Availability

All adopted rules and policies shall be:

1. Maintained in a Policy Book accessible to all members upon request;
2. Retained as part of the Association's permanent records; and
3. Posted electronically or on any official Association communication platform.

8. Review and Repeal

1. The Board shall review all rules and policies at least every five (5) years for relevance and compliance with current law.

Red Fox Hills Homeowners Association

Adoption of Rules and Policies Policy

2. Any rule or policy may be amended or repealed using the same procedure required for adoption.

9. Severability

If any provision of this Policy or any rule adopted under it is found invalid by a court, the remaining provisions shall remain in full force and effect.

10. Effective Date

This Policy shall be effective upon adoption by the Board of Directors and supersedes any prior policy governing the adoption of rules and regulations.

Adopted by the Board of Directors on: JAN 5, 2026

Effective Date: JAN 5, 2026

By: [Signature]
Helmuth Naumer, President, Board of Directors
Red Fox Hills Homeowners Association

Attest: [Signature] [Signature]
Jeff Kagan, Secretary