

**RESOLUTION OF THE
Hunter Hill Condos
REGARDING ADOPTION AND AMENDMENT
OF POLICIES, PROCEDURES AND RULES**

RESOLUTION: The Association hereby adopts the following policy:

- 1) All policies, procedures, rules and regulations of the Hunter Hill Condos shall be set forth in written resolutions of the Association adopted by the Board of Directors.
- 2) Amendment of any policies, procedures, rules and regulations may be made by the Board of Directors at any time and from time to time as the Board, in its discretion deems advisable or appropriate. Any amendment shall be set forth in a written resolution of the Association Board of Directors.
- 3) To the extent practicable, the Association will endeavor to adopt and disseminate to membership written policies, procedures, and rules and regulations so that members will be more informed of their rights and obligations in the property and the process of subdivision governance by the Board. Additionally, it is the policy of the Hunter Hill Condos that to the extent practicable, policies, procedures, rules and regulations be consistently and uniformly followed and enforced.
- 4) New or amended policies, procedures, rules and regulations shall be adopted by the Board as the interests of the Association dictate.

CERTIFICATION: The undersigned, being the president of Hunter Hill Condos Certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of The Board of Directors of the Association on January , 2011

In witness whereof, the undersigned has subscribed his name.





By: Cathleen DeMuth
Hunter Hill Condos, President

**RESOLUTION OF THE
Hunter Hill Condos
REGARDING ALTERNATIVE DISPUTE RESOLUTION**

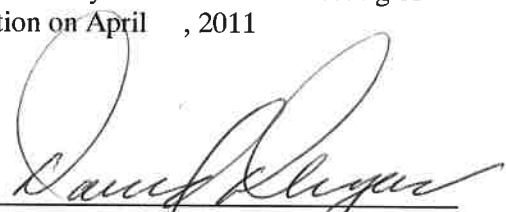
RESOLUTION: The Association hereby adopts the following policy:

In the event of any dispute involving the Association and an owner, the owner is invited and encouraged to meet with the Board of Directors to resolve the dispute informally and without the need for litigation. If the owner request to meet with the Board, the Board shall make a reasonable effort to comply with the owner's request.

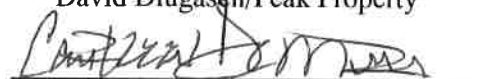
Nothing in this policy shall be construed to require any specific form of alternative dispute resolution, such as mediation or arbitration, or require the parties to meet. Depending on the nature of the dispute, the Board of Directors will consider whether some form of alternative dispute resolution may be appropriate in the circumstances before proceeding to litigation. Neither the Association nor the owner waives any right to pursue whatever legal or other remedial actions are available to either party.

CERTIFICATION: The undersigned, being the president of Hunter Hill Condos certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of The Board of Directors of the Association on April , 2011

In witness whereof, the undersigned has subscribed his name.



David Dlugasch/Peak Property



By: Cathleen DeMuth

Hunter Hill Condos, President

**RESOLUTION OF THE
Hunter Hill Condos
REGARDING INSPECTION AND COPYING
OF ASSOCIATION RECORDS**

RESOLUTION: The Association hereby adopts the following policy:

The Association will keep as permanent records minutes of all meetings of the membership and board of directors, a record of all actions taken by the owners or board of directors by written ballot or written consent in lieu of a meeting, and a record of all waivers of notices of meetings of members of the Board of Directors. The Association manager will maintain a record of members in a format that permits preparation of a list of the names and addresses of all such members, showing the number of votes each member is entitled to vote. The Association will maintain such records in written form or in another form capable of conversion into written form with a reasonable time.

All financial and other records will be made reasonably available for examination and copying by any member and such owner's authorized agents. The Association may charge a fee which may be collected in advance, not to exceed the Association's actual cost per page, for copies of the Association's records. As used in this Resolution, "reasonably available" means available during normal business hours, upon advance notice of 5 business days, or at the next regularly scheduled meeting if such meeting occurs within 30 days after the request, to the extent that:

- a) the request is made in good faith and for a proper purpose;
- b) the request describes with reasonable particularity the records sought and the purpose of the request; and
- c) the records are relevant to the purpose of the request.

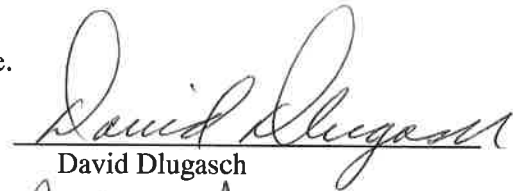
In addition to the records mentioned above, the Association will keep a copy of each of the following records at its principal office: a) its articles of incorporation; b) the minutes of all membership meetings, and records of all actions taken by members without a meeting, for the past 3 years; c) all written communications within the past 3 years to members generally; d) a list of names and business or home addresses of the current directors and officers; e) the most recent annual report, if any; and f) all financial audits or reviews conducted during the immediately preceding 3 years.

Notwithstanding anything contained herein to the contrary, a membership list or any part thereof may not be obtained or used by any person for any purpose unrelated to a member's interest as a unit owner without consent of the Board of Directors. A membership list or any part thereof may not be used to solicit money or property unless such money or property will be used solely to solicit the votes of members in an election to be held by the Association, and may not be used for any commercial purpose, or sold to or purchased by any person.

CERTIFICATION: The undersigned, being the president of Hunter Hill Condos

certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of The Board of Directors of the Association on April 7 , 2011.

In witness whereof, the undersigned has subscribed his name.



David Dlugasch



By: Cathleen DeMuth
Hunter Hill Condos, President

**RESOLUTION OF THE
Hunter Hill Condos
REGARDING CONDUCT OF MEETINGS**

RESOLUTION: The Association hereby adopts the following policy:

All meetings of either the membership or board of directors of the Association will be held in accordance with the requirements of C.R.S. 38-33.3-308, 38-33.3-310 and 7-127-101 through 108, 7-128-201 through 206.

Membership meetings will be held at least once a year. Special meetings of the membership may be called by the president, by a majority of the Board of Directors, or by members having 20% of the votes in the Association. Notice of any meeting of the membership shall be given no less than 10 nor more than 50 days in advance of the meeting by delivering or sending prepaid by U.S. mail to the mailing address of each member. The notice of any membership meeting shall be physically posted in a conspicuous place, in addition to mailing. The notice shall state the time and place of the meeting and the items on the agenda, including the general nature of any proposed amendment to the declarations or bylaws, any budget changes, and any proposal to remove an officer or member of the Board of Directors.

Meetings of the Board of Directors, or any committee thereof, will be open to the attendance by all members of the Association or their representatives. Agendas for meetings of the Board of Directors will be made available for examination by members or their representatives. Notwithstanding any contrary provision contained in the bylaws, at all meetings of the Board of Directors, after a motion and a second has been made on any matter to be discussed, at a time determined by the Board, but prior to the vote of the Directors, owners or their designated representatives present at such time shall be afforded an opportunity to speak on the motion. The managers of the Board may place reasonable time restrictions on persons speaking during the meeting. If more than one person desires to address an issue and there are opposing views, the Board will provide for a reasonable number of persons to speak on each side of the issue.

Membership meetings where there are contested elections of board members, defined as elections in which there are more candidates than positions to be filled, shall be conducted by secret ballot. Each owner entitled to vote pursuant to the bylaws shall receive a ballot. The ballot shall contain no identifying information concerning the ballot holder. In the event an owner holds a proxy for another owner, upon presentation of such proxy to the secretary of the Association, the owner shall receive a secret ballot to cast the vote of the owner who provided the proxy. The proxy shall be kept and retained by the Association.

In uncontested elections of board members, defined as elections in which the number of candidates is equal to or less than the positions to be filled and all other votes taken at the meeting of the owners shall be taken in such method as determined by the Board of Directors including acclamation by hand, by voice or by ballot. Notwithstanding the above, uncontested elections of board members

or other votes on matters affecting the property shall be by secret ballot at the discretion of the Board or upon the request of 20% of the owners who are present at the meeting or represented by proxy.

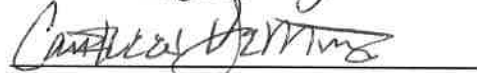
When secret ballots are used, written ballots shall be counted by a neutral third party, excluding the Association's managing agent or legal counsel, or committees of volunteers who are not board members, and in the case of a contested election, are not candidates. The committee shall be selected or appointed at an open meeting, in a fair manner, by the chairman of the Board of Directors or another person presiding during that portion of the meeting.

CERTIFICATION: The undersigned, being the president of Hunter Hill Condos certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of The Board of Directors of the Association on January , 2011

In witness whereof, the undersigned has subscribed his name.



David Dlugasch



By: Cathleen DeMuth
Hunter Hill Condos, President

**RESOLUTION OF THE
Hunter Hill Condos
REGARDING COLLECTION OF UNPAID ASSESSMENTS**

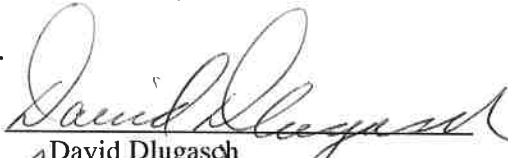
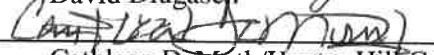
RESOLUTION: The Association hereby adopts the following policy:

- 1) Notice of regular common area assessments will be mailed or emailed to each condominium owner or other designated person by the manager of the Association the first week of each calendar month.
- 2) The assessment is due and payable by the last day of the calendar month billed.
- 3) In the event that such common expense assessment is not paid when due, the delinquent amount shall bear an interest at a rate of 1.50% per month.
- 4) A lien will be placed on against a unit that is 60 days in arrears. The owner will be advised in a certified letter that the lien was placed. The owner will be advised that they have 60 days to bring dues up to date or the lien will be turned over to an attorney for collection. The lien will be filed with Gunnison County Recorder's Office and a copy sent to the owner of the condominium unit. The cost of the recording fee will be charged back to the owner.
- 5) With the assistance of an attorney, collection and/or foreclosure proceedings will be initiated against any condominium unit 120 days in arrears. All legal fees and expenses incurred by the Association after referral to the attorney shall become additional assessment owned by the delinquent member, which shall be subject to interest as set forth above.
- 6) The Managing Agent is authorized to initiate proceedings without the prior consent of the Board of Directors, but must inform the Directors when such proceedings have been initiated.

If the Board of Directors of Hunter Hill Condos deems that it is necessary to assess members for special assessments for particular association needs, said assessments will be billed by the Association's manager, and shall be due and payable as communicated with the owner at the time of assessment and/or as reflected in minutes of association meetings. In the event that any such special assessment is not paid when due, the delinquent amount shall bear interest at the rate of 1.50% per month. Policies numbers 4 through 6 of this resolution will apply for collection of delinquent special assessments.

CERTIFICATION: The undersigned, being the president of Hunter Hill Condos certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of The Board of Directors of the Association on January , 2011

In witness whereof, the undersigned has subscribed his name.


David Dlugasch
By 
Cathleen DeMuth/Hunter Hill Condos

**RESOLUTION OF THE
HUNTER HILL CONDOS
REGARDING INVESTMENT OF RESERVE FUNDS**

RESOLUTION: The Association hereby adopts the following policy:


With respect to the investment of reserve funds of the Association, the officers and members of the Board of Directors shall make investment decisions in good faith, and with the care and ordinarily prudent person in like position with exercise under similar circumstances, and in a manner the director or officer reasonably believes to be in the best interest of the Association in accordance with the Colorado Revised Non-Profit Corporation Act.

CERTIFICATION: The undersigned, being the president of HUNTER HILL CONDOS certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of The Board of Directors of the Association on April 7, 2011

In witness whereof, the undersigned has subscribed his name.



David Dlugasch



By: Cathleen DeMuth
Hunter Hill Condos, President

**RESOLUTION OF THE
Hunter Hill Condos
REGARDING HANDLING OF CONFLICTS OF INTERESTS
INVOLVING BOARD MEMBERS**

RESOLUTION: The Association hereby adopts the following policy:

As used in this Resolution, “conflicting interests transaction” means a contract, transaction or other financial relationship between the Association and a board member, or between the Association and a party related to a board member, or between the Association and an entity in which a board member of the Association is a board member or officer or has a financial interest.

“Board Member” means a member of the Association’s Board of Directors.

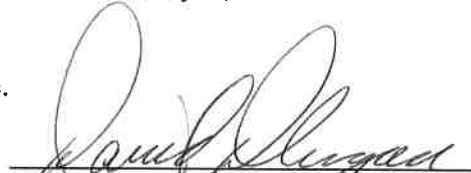
“Party Related to a Board Member” means a spouses, a descendant, an ancestor, a sibling, the spouse or descendant of a sibling, an estate or trust in which the board member or a party related to a board member has a beneficial interest, or an entity in which a party related to a board member is a director or officer or has a financial interest.

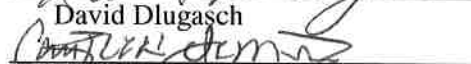
No loans shall be made by the Association to its board members or officers. Any board member or officer who assents or participates in making of any such loan shall be liable to the Association for the amount of the loan until it is repaid.

No conflicting interests transactions shall be avoidable by an owner or on behalf of the Association if: 1) the facts about the conflicting interest transaction are disclosed to the Board and a majority of the disinterested board members, even if less than a quorum, in good faith approves the conflicting interest transaction; 2) the facts about the conflicting interest transaction are disclosed or known to the owners entitled to vote on the matter and the conflicting interest transaction is authorized in good faith by a vote of the owners entitled to vote on the matter; or 3) the conflicting interest transaction is fair to the Association.

CERTIFICATION: The undersigned, being the president of Hunter Hill Condos certifies that the foregoing Resolution was approved and adopted by the Board of Directors of the Association, at a duly called and held meeting of The Board of Directors of the Association on January , 2011

In witness whereof, the undersigned has subscribed his name.



David Dlugasch


By: Cathleen DeMuth
Hunter Hill Condos, President

**RESOLUTION OF THE HUNTER HILL CONDOMINIUM ASSOCIATION, INC.
NOTICE, HEARING AND ENFORCEMENT POLICY AND PROCEDURES
Adopted August 9, 2016**

The following procedures have been adopted by the Hunter Hill Condominium Association, Inc. ("Association") pursuant to Condominium Declaration for Hunter Hill Condominium Association and C.R.S. 38-33.3-209.5 (the "Act"), at the annual meeting of the Owners.

NOW, THEREFORE, IT IS RESOLVED that the Association does hereby adopt the following policies and procedures for the enforcement of the Association's restrictive covenants:

1. Power. The Board of Directors shall have the power and duty to hear and make decisions regarding violations and written Complaints filed with the Board and impose fines or other sanctions, pursuant to these Policies and Procedures. The Board shall review each violation on a case by case basis to assure compliance with the Hunter Hill Condominium Association, Inc. Covenants and Restrictions ("Covenants"), the Association's Articles of Incorporation, Bylaws, and rules and regulations promulgated there under ("Documents"), and to create a safe and harmonious living environment.

These enforcement provisions may be in addition to other specific provisions outlined in the Association's Covenants and Restrictions, Articles of Incorporation, Bylaws or Rules and Regulations ("Governing Documents"), and the Association is not required to follow these enforcement provisions before seeking such other remedies. The Association may choose a legal remedy or seek assistance from other enforcement authorities, such as police, fire, or animal control, as it deems appropriate.

2. Notice and Hearing. In the event of any alleged violation of the Hunter Hill Condominium Covenants, the Association's Articles of Incorporation, Bylaws, and Rules and Regulations promulgated there under, the following procedures shall apply:

(a) Notice of Alleged Violation. Upon receipt of an alleged violation by an Owner, notice of Alleged Violation of any provision of the Documents shall be provided to the Owner. The Board or Board-appointed committee may also, at its option, provide a copy of such Notice to any non-owner violator ("Related User"). The Notice shall describe the nature of the violation and shall inform the Owner that the Owner may request a hearing to challenge or contest the alleged violation and possible fine.

(b) Service of Notices. Service of all notices required or permitted to be given hereunder shall be made as follows: If to a Owner and/or Related User: By personal delivery to the Owner and/or Related User; or by U.S. Mail, postage prepaid, addressed to the last registered address of the Owner and/or Related User as contained in the Association's records.

(c) Request for Hearing. If an Owner desires a hearing to challenge or contest any alleged violation and possible fine, the Owner must request such hearing, in writing, within ten (10) days from receipt of the Notice of Alleged Violation. The request for hearing shall describe the grounds and basis for

challenging the alleged violation. The Owner shall receive at least seven (7) days notice of the date, time, and location of the hearing. The Board or Board-appointed committee shall determine if there was a violation, and if so, may assess a fine in accordance with the fine schedule below. The Association's managing agent shall give notice of said assessment to the applicable Owner as provided in the Association's governing documents or this Policy and Procedure. Unless otherwise provided in the Association's Governing Documents, the fine assessment is due and payable upon receipt of notice of the fine assessment and is considered late 35 days after posting.

(d) Board or Board-appointed Committee to Conduct Hearing. The Board or Board appointed committee shall hear and decide cases set for hearing pursuant to these Policy and Procedure. The Board or Board-appointed committee may appoint an officer or other Owner to act as the Presiding Officer at any of the hearings.

(e) Conflicts. Any Board or Board-appointed committee member who is incapable of objective and disinterested consideration on any hearing before the Association shall disclose such to the President of the Board or Chairperson of Board-appointed committee prior to the hearing on the case, if possible, or, if advance notice is not possible, then such disclosure shall be made at the hearing, and the Board or Board-appointed committee member shall be disqualified from all proceedings with regard to the hearing. If disqualification of any Board or Board-appointed committee member(s) results in an even number of remaining Board or Board-appointed committee members eligible to hear a case, the Board or Board-appointed committee may, by majority vote, appoint an Association member, in good standing, to serve as a voting member of the hearing board.

(f) Hearing. At the beginning of each hearing, the Presiding Officer shall explain the rules, procedures and guidelines by which the hearing shall be conducted and shall introduce the case before the Board by reading the Notice of Alleged Violation. The Owner may present evidence and testimony, may present witnesses, and may make closing statements. Neither the complaining parties nor the Owner (or owner's designee) must be in attendance at the hearing. However, the decision of the Board or Board-appointed committee at each hearing shall be based on the matters set forth in the Notice of Alleged Violation, Request for Hearing, and such evidence as may be presented at the hearing. Unless otherwise determined by the Board or Board-appointed committee, all hearings shall be open to attendance by all members of the Association.

(g) Decision. After all testimony and other evidence has been presented to the Board or Board-appointed committee at a hearing, the Board or Board-appointed committee shall render its written findings and decision, and if a violation is deemed to have occurred, impose a fine, if applicable, within ten (10) days after the hearing. A decision, either a finding for or against the Owner, shall be by a majority of the members of the

hearing board present at the hearing. The Board or Board-appointed committee may also issue and present for recording with the County Clerk and Recorder, a Notice of Finding of Violation. Upon satisfactory compliance with the Association's Governing Documents, the Notice of Finding of Violation may be released by the Association issuing and recording a Release of Notice of Finding of Violation.

(h) Fine Schedule. Unless otherwise provided in the Rules and Regulations, any violation of the Governing Documents will subject the Owner to a reasonable fine assessment imposed by the Association as follows: (i) Notice of Violation: Written warning letter or posting of notice. (ii) Fines shall be determined by the current "Schedule of Violations and Fines" as legally adopted by Board motion which are set forth below. In the event of a continuing violation, a daily fine may be levied if, and only if, the Association's agent performs a daily inspection to verify the violation is continuing. Notwithstanding any provision of this fine schedule or Policies and Procedures, the Association may use any legal means available at any time to enforce the terms of the Governing Documents.

3. Enforcement, Attorney's Fees, and Fines/Sanctions. The Association shall be entitled to reimbursement of all reasonable attorney's fees and costs incurred by the Association in connection with any enforcement action, including any proceeding under these Policies and Procedures. If the violation involves damage to Association property, the violator shall pay the costs of repair or replacement. The Board may revoke or suspend the violator's privileges for a period of time equal to the duration of the violation, except that any suspension of voting rights of a Member shall not exceed 60 days following any violation by such Member unless such violation is a continuing violation, in which case such suspension may continue for so long as such violation continues and for up to 60 days thereafter.

(a) Fines may be levied for violations of the Documents as follows:

<u>Number of violations in a 12 month period</u>	<u>Fine Amount</u>
First violation:	Warning
Second violation:	\$ 50
Third violation:	\$100
Fourth violation:	\$200

A Member or guest who accumulates more than 4 violations within a 12 month period will be deemed to be a habitual offender. Without limiting the Board's ability to fine or suspend membership privileges in accordance with these Policies and Procedures, habitual offenders, continuing violations, or violations which have an indefinite commencement or termination date, shall all be subject to a fine of \$500 per month until the violation is corrected, and suspension of membership privileges as determined by the Board for no greater than six (6) months at such time the matter will be referred to the Association's attorney. Further, in the event of a determination by the Board of a willful, wanton or flagrant disregard for the provisions of the Documents, or based on the severity of the violation, the Board may impose such additional fines as are deemed reasonable by the Board without regard to the schedule set forth

are deemed reasonable by the Board without regard to the schedule set forth above.

(b) The record Owner of real estate subject to the Covenants shall have the obligation to pay fines imposed for their actions and actions of their tenants, family members, and guests. Fines imposed pursuant to these enforcement policies and procedures shall become an Assessment imposed against the record Owner's real estate and enforceable as provided in the Covenants.

4. Violations or Offenses that Constitute a Present Danger. If in its sole discretion, the Board deems that any violation is or may be an immediate or substantial threat to the health, safety or welfare of the community or an individual, the Board may impose any appropriate sanction as necessary to abate the threat to health, safety or welfare of the community or individual without prior compliance with Sections 1 through 3 above.

5. Miscellaneous.

(a) Failure by the Association to enforce any provision of these Policies and Procedures shall in no event be deemed to be a waiver of the right to do so thereafter.

(b) The provisions of these Policies and Procedures shall be independent and severable. The invalidity of any one or more of the provisions hereof by judgment or court order or decree shall in no way affect the validity or enforceability of any of the other provisions, which other provisions shall remain in full force and effect.

(c) As used herein, the term "Board" shall include any tribunal or committee appointed by the Board consistent with the Governing Documents or consistent with the Colorado Revised Nonprofit Corporation Act.

Hunter Hill Condominium Association, Inc.

By:



Jennifer Kennedy, President

Attest:



Hope Geller, Secretary

This policy regarding Notice, Hearing and Enforcement was adopted by the Board of Directors and Owners at a meeting held on the 9th day of August 2016, and is effective the same day, and is attested to by the Secretary of the Hunter Hill Condominium Association, Inc.

RESOLUTION OF THE HUNTER HILL CONDOMINIUM ASSOCIATION, INC.
RESERVE STUDY POLICY
Adopted August 9, 2016

The following reserve study policy has been adopted by the Hunter Hill Condominium Association, Inc. ("Association") pursuant to Condominium Declaration for Hunter Hill Association ("Declaration") and C.R.S. 38-33.3-209.5 (the "Act"), at the annual meeting of the Owners.

Purpose: To provide for the creation and review of a reserve study and the funding for work recommended by the reserve study. A reserve study is a planning tool designed to assist the Association to anticipate and prepare for major repair and replacement projects and expenditures.

NOW, THEREFORE, IT IS RESOLVED that the Association does hereby adopt the following policies and procedures for the preparation and maintenance of a reserve study:

- I. **Scope.** The Association is empowered to levy assessments pursuant to the Declaration and the Act. A portion of the assessments include monies to be used for reserves. All assessments that are permitted to be retained by the Association under the Act as reserves will be placed in an account held for the benefit of the Association (the "Reserve Account").
- II. **Purpose of the Reserve Account.** The purpose of the Reserve Account is to responsibly fund and finance the projected periodic maintenance, repair and replacement of the Common Elements and for such other funding as the Board of Directors may determine is necessary or appropriate.
- III. **Review and Control.** The Board of Directors shall review the Reserve Account investments periodically to ensure that the funds are invested safely and shall make prudent adjustments as needed pursuant to the Investment Policy.
- IV. **Reserve Study.** In order to determine funding of the Reserve Account, the Board may in its sole discretion, but shall not be obligated to, determine, with the assistance and advice of professionals, the life expectancy of those portions of the community to be maintained by the Association and the anticipated costs of maintaining, replacing and improving those identified areas (hereinafter referred to as a "Reserve Study").
- V. **Review of the Reserve Study.** The Board shall cause the Reserve Study, if any, and reserve funding to be reviewed and updated periodically, at least once every three years, to adjust and make changes in costs, inflation and yield on invested funds, plus modification, addition or deletion of components. An internally conducted Review Study may satisfy the Reserve Study obligation.
- VI. **Definitions.** Any terms herein that are not otherwise defined have the meanings given to them in the Declaration.
- VII. **Inconsistencies.** If and to the extent that any provision of this Policy is inconsistent with the Declaration or the Act, the applicable provisions of the Declaration or the Act will prevail, unless otherwise required by applicable law.

VIII. Deviations. The Board of Directors may deviate from the procedures set forth in this Policy if in its sole discretion such deviation is reasonable under the circumstances.

IX. 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 Act.

Hunter Hill Condominium Association, Inc.

By:



Jennifer Kennedy, President

Attest:



Hope Geller, Secretary

This policy regarding reserve study of Association records was adopted by the Board of Directors at a meeting held on the 9th day of August 2016, and is effective the same day, and is attested to by the Secretary of the Hunter Hill Condominium Association, Inc.