

**OAKBOOK HOMEOWNERS ASSOCIATION
COVENANT ENFORCEMENT POLICY AND PROCEDURE**

Effective Date: June 6, 2023.

The following enforcement policies have been adopted by the Oakbrook Homeowners Association Board of Directors ("Board") to establish reasonable and uniform procedures for enforcing the covenants and use restrictions for the community known as "Oakbrook Subdivision."

1. Complaints. Any Owner may send the Association a written complaint by email or first-class mail, with as much information as is known of an alleged covenant violation. Complaints may also be initiated by any Board or Homeowners Covenant Committee member. The Board has no obligation to consider oral or anonymous complaints. The Board may determine whether a complaint is justified before continuing with the notice and hearing procedure.

1. Notice of Alleged Violation. The Board will send a written notice of alleged violation of any provisions of the governing documents to the Owner as soon as reasonably practicable. The notice will describe the nature of the violation and the right to request a hearing.

2. Request for Hearing. If an Owner desires a hearing to contest any alleged violation or to discuss any mitigating circumstances, the Owner must request the hearing in writing within 30 days of the date of the notice of alleged violation. The request for hearing should describe the grounds and basis for challenging the alleged violation or the mitigating circumstances. If a hearing is not requested within the 30 day period, the Board will determine if there was a violation based upon the information available to it, and if so, whether additional action is necessary.

3. Conflicts. Any Owner who desires a hearing will be afforded a fair and impartial fact finding process by "impartial decision makers" (persons with authority to make a decision on a claimed covenant, rule or architectural violation and without a direct personal or financial interest in the outcome of the hearing). In the absence of any conflicts, the Board of Directors or the Homeowners Covenant Committee may serve as the hearing board.

4. Hearing. The Association will inform the Owner of the scheduled time, place and date of the requested hearing. The complaining parties and the Owner will have the right, but not the obligation, to attend the hearing. Decisions will be based on the matters set forth in the notice of alleged violation, request for hearing, and information as may be presented at the hearing. If a complaining party is unable to attend the hearing, he or she may submit a statement in writing to the hearing board explaining the basis of the complaint.

5. Decision. After all testimony and other evidence has been presented at the hearing, the hearing board will render its written findings and decision. A decision, either a finding for or against the Owner, will be by a majority vote of the hearing board.

6. Enforcement Rights. If the Association determines that a violation occurred, the Association may pursue legal action at any time against an Owner to enforce the provisions of the governing documents, if the Board determines that legal action is in the Association's best interests. This enforcement policy and process is adopted in addition to all other enforcement means which are available to the Association through the Declaration, Articles of Incorporation, and Colorado law.

7. Attorney's Fees and Costs. The Association is entitled to recover its reasonable attorneys fees and costs in enforcing the covenants pursuant to the terms of the Declaration.

8. Alternative Dispute Resolution. The Association supports alternative methods of dispute resolution to avoid legal action. The Association encourages Owners and residents with disputes to resolve such disputes without court proceedings. The Association will take reasonable steps to help

facilitate negotiation or mediation between Owners and/or residents, but will have no responsibility for any costs incurred by the parties to the dispute resolution process.

9. Failure to Enforce. The Association's failure to enforce the governing documents is not a waiver of the right to enforce for any subsequent violations.

This Covenant and Rule Enforcement Policy and Procedure was adopted by the Board of Directors on this 6 day of June, 2023.

OAKBOOK HOMEOWNERS ASSOCIATION,
a Colorado nonprofit corporation,

By: Marcia Meyer
Its: President