

**DOUGLASS RANCH PROPERTY OWNERS ASSOCIATION, INC.  
POLICY AND PROCEDURE  
ALTERNATIVE DISPUTE RESOLUTION**

Adopted May 14, 2008

The following policy and procedure has been adopted by the Douglass Ranch Property Owners Association, Inc. ("Association") pursuant to Colorado statutes, for addressing disputes arising between the Association and Owners.

1. Any dispute arising between an Owner and the Association should be submitted in writing by the Owner to the Board of Directors for consideration at the next scheduled Board meeting at which the Owner shall attend.

2. If resolution of the dispute is not achieved through a dialogue between the Owner and the Board, the dispute shall be submitted to Jefferson County Mediation Services, a service of Jefferson County, by telephone at 303.271.5060.

3. If Owner refuses to participate in mediation or if mediation is unsuccessful, neither the Association nor the Owner has waived any right to pursue any available legal actions.

**PRESIDENT'S**

**CERTIFICATION:** The undersigned, being the President of the Douglass Ranch Property Owners Association, Inc., a Colorado non-profit corporation, certifies that the foregoing policy and procedure was adopted by the Board of Directors of the Association, at a duly called and held meeting of the Board of Directors on May 14, 2008, and in witness thereof, the undersigned has subscribed his/her name.

**DOUGLASS RANCH PROPERTY OWNERS  
ASSOCIATION, INC.,**

a Colorado non-profit corporation

By: Richard Koth /s/  
President