

Summit at Rock Creek Homeowners Association, Inc. Facility Misuse Enforcement Policy

The following policy and procedure has been adopted by The Summit at Rock Creek Homeowners Association, Inc. ("Association") pursuant to Colorado statutes, for adoption and amendment of policies, procedures and rules.

If a member witnesses damage or misuse of the Clubhouse, Pool or other Common Area Facilities, it is advised to immediately remove yourself from the situation. The Board of Directors does not endorse or advise any member of the HOA to engage in any confrontation.

The Board of Directors has established the following actions to occur in the event of a disturbance:

- 1) Member should report incident to the Boulder County Sherriff's Department at **303-441-4444**.
- 2) Member should report incident to Association & Community Management at **303-233-4646**, press 0 for after hour's emergency assistance.
- 3) ACM's on call staff will direct report to Covenant Community Services.
- 4) Covenant Community Services will either respond to the scene or speak to the deputy on scene.
- 5) Covenant Community Services will determine severity of charges if applicable, upon reviewing reports from officers, witnesses, prior violations.
- 6) Covenant Community Services will deliver report to ACM the following day.
- 7) Depending on the severity of the incident, ACM will report to the Board the next day or at the next regular meeting of the Board of Directors.
- 8) The Enforcement Policy will be followed on Member Violations.