

KEYSTONE RANCH HOMEOWNERS ASSOCIATION, INC.
AMENDED & RESTATED POLICIES AND PROCEDURES
FOR ADOPTION AND AMENDMENT OF RULES, POLICIES, PROCEDURES OR
GUIDELINES
(Amended and Restated - 2026)

Subject: Adoption of a policy regarding the adoption and amendment of Association rules, policies, procedures or guidelines.

Purpose: To revoke and replace any previously adopted rules or resolution of the Keystone Ranch Homeowners Association (“Association”) concerning the adoption and amendment of Association rules, policies, procedures or guidelines with the policies and procedures set forth below for such purpose.

Effective Date: 6-19-2026

A. Scope. Under the Declaration and Act, the Board may, from time to time, adopt or amend rules, policies, procedures or guidelines for the regulation and management of Keystone Ranch and its Common Elements, including the clarification of ambiguous provisions in other documents, or as may be required by law. In order to encourage Owner participation in the development of such rules and to insure that such rules are necessary and properly organized, any board adopting a rule shall follow the procedures set forth below.

B. Drafting Procedure. The following shall be considered in drafting or amending any rule:

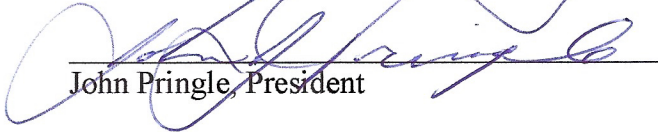
1. Whether the Governing Documents or Colorado law grants the Board the authority to adopt such a rule.
2. Does the rule make sense?
3. Is this the least restrictive way to approach the issue?
4. Is this rule still needed?
5. Does it address a current problem?
6. Is it acceptable to a majority of homeowners?
7. Is the rule enforceable?

C. Notice and Adoption. When the Board has prepared a rule it desires to adopt or amend, it shall provide notice of such rule to the Owners by including reference to such rule in the agenda for any regular or special meeting of such board or other reasonable notice, and a copy of the rule shall be provided to any Owner requesting such document. At the meeting referenced in the agenda, or at a subsequent meeting to which consideration of the proposed rule is continued, the board may adopt the rule upon the affirmative vote of the majority of the board present. A rule may only be adopted or amended at a regular or special meeting of the Board, or after a board goes back into regular session

after executive session. No rule may be adopted during executive session. Nothing in this paragraph shall prohibit the Board from adopting a rule or policy by action taken outside a meeting, provided notice has been provided as set forth in this Section and the requirements of the bylaws for action taken outside a meeting are satisfied.

CERTIFICATION

I hereby certify that I am the duly elected and acting President of Keystone Ranch Homeowners Association, Inc., and that the foregoing Resolution was duly adopted by action of the Board of Managers of Keystone Ranch Homeowners Association, Inc. effective the date set forth above.


John Pringle, President 6/19/20