

**Ironbridge Property Owners Association  
POLICY AND PROCEDURE  
ENFORCEMENT OF COVENANTS AND RULES**

Adopted September 14, 2022

The following policy and procedure has been adopted by the Executive Board (“Board”) of Ironbridge Property Owners Association (“Association”) pursuant to Colorado statutes, for the enforcement of covenants and rules.

**Enforcement of Covenants and Rules**

A. *Initial Warning Letter.* If the Board finds an Owner has committed a violation of any provisions of the Governing Documents, an initial warning letter shall be sent to the violator explaining the nature of the violation. The violator will be given a reasonable amount of time to comply based on the nature and severity of the violation, as determined in the sole discretion of the Executive Board.

B. *Notice of Violation.* All notices shall be provided in accordance with the provisions set forth in the Collection of Unpaid Assessment policy above. Notice to the Association shall be sent by personal delivery or U.S. Mail, postage prepaid, addressed to the Association in care of its registered agent and office, as maintained with the Colorado Secretary of State or such other address as the parties may be advised of in writing.

C. *Violations.*

1. Violations Affecting Public Safety or Health

- a. If there is a violation of the Governing Documents that the Association reasonably determines threatens the public safety or health, the Association shall provide the Owner with written notice of the violation informing the Owner that the Owner has 72 hours to cure the violation, or the Association may fine the Owner.
- b. If after an inspection of the Unit, the Association determines that the Owner has not cured the violation within 72 hours after receiving the notice, the Association may impose fines on the Owner every other day and may take legal action against the Owner for the violation.
- c. The Association shall not pursue foreclosure against the Owner based on fines owed.

2. Other Violations of the Governing Documents

- a. If the Association reasonably determines that an Owner committed a violation of the Governing Documents, other than a violation that threatens the public safety or health, the Association with written notice, that the Owner has 30 days to cure the violation or the

Association, after conducting an inspection and determining that the Owner has not cured the violation, may fine the Owner.

- b. Fines imposed for violations may not exceed \$500.00.
- c. The Owner shall receive two (2) consecutive 30 day periods to cure a violation before the Association may take legal action against the Owner for the Violation.
- d. The Association shall not pursue foreclosure against the Owner for the violation.

3. Cure.

- a. If the Owner cures the violation within the period to cure afforded to the Owner, the Owner may notify the Association of the cure and, if the Owner sends with the notice visual evidence that the violation has been cured, the violation is deemed cured on the date that the Owner sends the notice. If the Owner's notice does not include visual evidence that the violation has been cured, the Association shall inspect the Unit as soon as possible to determine if the violation has been cured.
- b. If the Association does not receive notice from the Owner that the violation has been cured, the Association shall inspect the Unit within 7 days after the expiration of the 30-day cure period to determine if the violation has been cured. If after the inspection and whether the Association received notice from the Owner that the violation was cured, the Association determines that the violation has not been cured:
  - i. a second 30-day period to cure commences if only one 30-day period to cure has elapsed
  - ii. the Association may take legal action pursuant to this section if two 30-day periods to cure have elapsed
- c. Once the Owner cures a violation, the Association shall notify the Owner in writing that:
  - i. the Owner will not be further fined regarding the violation; and
  - ii. of any outstanding fine balance that the Owner still owes the Association

D. *Fines.* Any infraction of any covenant, rule or regulation, which has not been determined by the Association to be a public safety or health violation and in which a fine is not already specifically stated will result in a fine per day and/or occurrence according to the following schedule:

First violation:	Warning letter
Second violation (of same covenant or rule):	\$100.00
Third violation (of same covenant or rule):	\$200.00

Fourth and subsequent violations  
(of same covenant or rule): \$200.00

The maximum fine for violations of the same covenant or rule are capped at \$500.00.

Violations that are continuous in nature shall be considered a new violation each month.

Third and subsequent covenant violations may be turned over to the Association's attorney to take appropriate legal action.

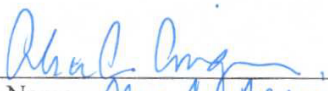
E. *Request for Hearing.* If an Owner desires a hearing to challenge or contest any alleged violation and possible fine, the Owner must request such hearing, in writing, within ten (10) days from receipt of the Notice of Alleged Violation. The request for hearing shall describe the grounds and basis for challenging the alleged violation. If hearing is not requested within the ten (10) day period, the Board shall determine if there was a violation, and if so, may assess the fines in accordance with this policy and procedure.

F. *Hearing.* The hearing will be conducted in accordance the Hearing Procedure located in Section 4.14 of the Bylaws.

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

H. *Enforcement and Attorney's Fees.* In accordance with the Declaration, Bylaws and Rules, it is hereby declared to be the intention of the Association to enforce the provisions by of the Documents by any and all means available to the Association at law or in equity, and to seek recovery and reimbursement of all attorney's fees, Association expenses and costs incurred by the Association in connection therewith.

SECRETARY'S CERTIFICATION: The undersigned, being the Secretary of the Ironbridge Property Owners Association, a Colorado non-profit corporation, certifies that the foregoing policy and procedure was adopted by the Executive Board of the Association on September 14, 2022, and in witness thereof, the undersigned has subscribed his/her name.

By:   
Print Name: Anna C. Arguier  
Title: Secretary