

**POLICY OF NO. 25 DOWNING CONDOMINIUM ASSOCIATION, INC.
REGARDING HARASSMENT AND CODE OF CONDUCT**

SUBJECT: Prohibition of harassment and establishment of general code of conduct.

PURPOSE: To provide notice of the Association's adoption of a policy that defines and prohibits harassment in the No. 25 Downing Condominium community and establishes certain codes of conduct.

AUTHORITY: The Declaration, Bylaws, Articles of Incorporation and Colorado law.

EFFECTIVE DATE: September 24, 2025

RESOLUTION: The Association hereby gives notice of its adoption of a Policy prohibiting harassment in the community and establishing certain codes of conduct. The Policy adopted is as follows:

Harassment: It is a violation to harass other residents, owners, managers, staff, guests, contractors (and their employees), the Association's Directors or any agent of the Association. Harassment shall include one or more of the following actions, whether in person, by phone, via form of electronic media or other communication or correspondence:

- (a) repeatedly insulting, taunting, challenging, or making communications in offensive language to another in a manner likely to provoke a violent or disorderly response, or
- (b) sending excessive correspondence, including mail, e-mails or phone calls, beyond what is reasonable in the ordinary course of business; or
- (c) refusing to resolve differences in good faith and in a reasonable manner; or
- (d) making repeated communications without allowing a reasonable amount of time to allow for adequate research, verification and transmitted response to be prepared; or
- (e) making degrading, disrespectful, demeaning or other hostile comments towards Board members, committee members, management or other owners; or
- (f) Making insulting, patronizing, belittling, "name-calling," condescending comments towards any person.

Code of Conduct:

The Association's attorney represents the Association as an entity and corresponds with the Association through the Board, as the Association's elected representatives. The Association's attorney does not represent

individual Owners. As such, Owners shall not provide direction to the Association's attorney.

No Owner shall interfere with a contractor engaged by the Association while a contract is in progress. Owners shall not provide direction to the Association's contractors or vendors, including the Association's manager or attorney. All communications with the Association's contractors or vendors (other than the Association's manager) shall go through the Association's manager and/or the Board.

Owners have the right to attend Board and Owner meetings, as permitted by Colorado law, and subject to any meeting policies and procedures adopted by the Board. Should an Owner wish to raise a discussion item at a Board or Owner meeting, the Owner may do so in a civil manner, without the use of profanity, physical or verbal threats, or derogatory or hurtful comments. Any issue raised will be responded to in a civil manner, and resolved in a fair and equitable manner, either at the meeting at which the issue was raised, or within a reasonable period thereafter depending on the issue raised.

Any other communications to any agent of the Association, including the Association's directors, officers, volunteers, employees, and manager, whether verbally or in writing, shall be done in a civil manner, without the use of profanity, physical or verbal threats, or derogatory or hurtful comments.

Violations of Law:

The following may be a violation of law. Any of the following behaviors should be reported to the police or appropriate law enforcement authorities for enforcement:

- (a) striking, shoving, kicking, or otherwise touching a person, or subjecting such person to physical contact; or
- (b) in a public place, directing obscene language or making an obscene gesture to or at another person; or
- (c) following a person in or about a public place; or
- (d) initiating communication with a person, anonymously or otherwise by telephone, computer, computer network, or computer system in a manner intended to harass or threaten bodily injury or property damage, or making any comment, request, suggestion or proposal by telephone, computer, computer network, or computer system which is obscene; or
- (e) making a telephone call or causing a telephone to ring repeatedly, whether or not a conversation ensues, with no purpose of legitimate conversation or intent to resolve; or
- (f) making repeated communications, including but not limited to via

mail, e-mail, text or telephone, that invade the privacy of another or interfere in the use and enjoyment of another's home, private residence, work place, or other private property.

Enforcement:

Violators of this Policy shall be subject to any and all enforcement rights of the Association pursuant to the Declaration and any resolution regarding covenant and rule enforcement, including but not limited to fines (after notice and opportunity for hearing), initiation of legal proceedings, and any other terms and provisions of the Declaration and the law of the State of Colorado governing the community.

In addition, if an Owner is found to be in violation of this Policy, the Board may require any and all future communications from such Owner to any agent of the Association, including the Association's directors, officers, volunteers, employees, and manager, to be only in writing and sent by U.S. Mail. If an Owner refuses to comply with such a demand, the matter may be referred to the Association's attorney and the Association may thereafter require that all correspondence be sent by U.S. Mail to the Association's attorney.

The President and Secretary of the No. 25 Downing Condominium Association, Inc. hereby certify that this Harassment and Code of Conduct Policy was adopted at a regular meeting of the Board of Directors held on September 24, 2025.

 9/24/25

President

 9/25/25

Secretary