

CODE OF CONDUCT

FOR USE OF

THE FALLBROOK VILLAS METROPOLITAN DISTRICT

The following Code of Conduct has been developed to ensure a safe, friendly and respectful place for residents, property owners, guests and staff to gather in the spirit of cooperation, relaxation, good will, fun and friendly competition and recreation.

The Code of Conduct differs from Rules and Regulations in that it addresses behavior that is acceptable and unacceptable and describes the consequences for engaging in behavior that is generally deemed unacceptable. The Code of Conduct is intended to ensure that all residents, property owners, guests, vendors and consultants (accountants, attorneys, managers, etc.) can expect to be treated with respect and dignity while enjoying the District's facilities, services and other events sponsored by the District, including Board activities and communications, recreation areas, and playgrounds. By entering the District's facilities, all residents and guests are deemed to have given their consent to be bound by the provisions below, including the penalties imposed for offenses.

ALL residents, guests and staff using facilities and services owned or provided by the Fallbrook Villas Metropolitan District, including but not limited, parks and open space, sidewalks and trails, and other recreation facilities in the Fallbrook Villas community, are expected to conduct themselves in a manner that:

- ▶ Creates an environment and culture that is reflective of personal integrity and respect. The integrity, honesty and respect are expected to be followed whether on or at the District property, parks and open space, trails, or when using any other District-owned facilities or services.
- ▶ Creates an environment and culture that is reflective of the personal integrity and respect. Integrity, honesty and common courtesy are expected to be followed whether at District sponsored events and meetings, at the parks and open space, trails, or when using any other District-owned facilities or services.
- ▶ Free from discrimination or harassment of any kind.
- ▶ Refrain from using obscenities and loud boisterous behavior which is inappropriate for children and respectable taste. District facilities, meetings and services are family friendly, and behavior must be appropriate for all ages.
- ▶ Shows the utmost respect and dignity to fellow residents, property owners, guests, vendors and consultants whenever present on District facilities or attending District events of any kind.
- ▶ Does not damage the character, integrity, good will, property, or community standing (local and/or the broader community) of the District, facilities, residents or guests.

▶ Adheres to ALL District rules, regulations, guidelines and pronouncements, including but not limited to:

- ▶Declaration of Covenants
- ▶Design Guidelines
- ▶Rules and Regulations
- ▶Park and Trail Rules
- ▶Policies
- Any other District Facilities or Amenity's Rules and Regulations

▶ Does not damage or detract from the appearance, maintenance and upkeep of the community and District facilities.

▶ Demonstrates an understanding that residents, property owners, and guests have no authority to instruct vendors or consultants regarding job performance and duties. Similarly, understand that the Board of Directors, working together with management, is responsible for instructing the vendors and consultants regarding job performance and duties.

▶ Does not create unnecessary strife and divisiveness for residents, property owners, guests, vendors or consultants, through denigrating or abusive language, tone, volume or otherwise.

▶ Does not misrepresent one's identity, position, or authority to others.

▶ Abides by all state and local laws and regulations, including prohibitions with respect to the possession of any illegal drugs and weapons on District property.

ENFORCEMENT

In addition to any other remedies available to the Board of Directors and management as contained in the District's governing documents, any individual found by the Board of Directors and management to be in violation of the Code of Conduct will:

▲ Be warned verbally upon the First Offense.

▲ Be issued a written warning upon the Second Offense (warnings are cumulative and specific to the individual), however suspension from District facilities and/or services is possible at any time dependent upon the severity of the Offense.

▲ Be automatically suspended from use of District facilities and/or services and event attendance upon a Third Offense or in the discretion of the Board of Directors and management.

▲ Be financially responsible for damages caused to property.

▲ Offenders will not be refunded any amounts paid for use of District facilities or property.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
FALLBROOK VILLAS METROPOLITAN DISTRICT
TO ADOPT
CONDUCT OF MEETINGS POLICY**

WHEREAS, the Fallbrook Villas Metropolitan District (“District”) is a quasi-municipal corporation and political subdivision of the State of Colorado; and

WHEREAS, pursuant to Colorado Revised Statutes §32-1-1001(1)(h), the Board of Directors (“Board”) of the District is empowered to have the management, control and supervision of all of the business and affairs of the District; and

WHEREAS, pursuant to Colorado Revised Statutes §32-1-1001(1)(m), the District has the power to adopt, amend, and enforce bylaws and rules and regulations not in conflict with the Colorado Constitution for the purpose of carrying on the business, objects, and affairs of the Board and the District; and

WHEREAS, the Board desires to adopt a policy regarding the conduct of all regular and special meetings in order to efficiently and effectively hold such meetings.

NOW THEREFORE, the Board hereby adopts the following policy for conduct of meetings, pursuant to Colorado statutes, which policy supersedes all policies and procedures regarding conduct of meetings adopted prior to its effective date.

BOARD MEETINGS

1. Meetings of the Board of Directors shall be held at such times and locations as may be provided in the District's governing documents or by applicable Colorado statutes.
2. Notice of Board of Directors Meetings shall be distributed as may be provided in the District's governing documents or by applicable Colorado statutes.
3. The Board members, Managing Agent and/or legal counsel may create agendas for Board meetings. To the extent that an agenda is created, it shall be provided to any Owner requesting a copy and posted on the District's website.
4. Board meetings shall be open to attendance by the public. Each Board meeting shall include a “Public Comment” section with the rules of conduct set for the below applicable to the Public Comment section. Any person not in compliance may be ejected or expelled from the meeting:
 - a. Any member of the public wishing to speak must first be recognized by the President or designee.
 - b. Only one member of the public may speak at a time.
 - c. Each member of the public shall have three (3) minutes to speak.
 - d. At the discretion of the President or designee, a member of the public may be afforded a second opportunity to speak, but only after all other members of the public desiring to speak have been

heard.

- e. Abusive language, personal attacks and disruptive behavior will not be tolerated; and
- f. Only the President or designee may interrupt a speaker and then only for purposes of limiting the time of the discussion or to stop personal attacks or abusive language.

In addition to any other remedies available to the Board and Management as contained in the District's governing documents, any individual found by the Board or Management to be in violation of this policy will:

- Be warned verbally upon the First Offense.
 - On the second violation, the person will be issued a second verbal warning stating "you will be muted for the remainder of the meeting." If the person continues the abusive behavior, then the person will be ejected for the remainder of the meeting, and this shall be included in the meeting minutes, without naming the individual.
 - Upon a third offense, the individual will be automatically suspended from attendance or otherwise handled in the discretion of the District and Management.
5. For each matter upon which the Board anticipates taking action, a motion must be made stating the proposed action, followed by discussion. The discussion is for Board representatives to conduct the business of the District, the public must reserve comments to the Public Comment section.
 6. Directors may hold a closed (executive) session and may restrict attendance to Directors and such other persons requested by the Board during a regular or special meeting for discussion pursuant to Colorado Revised Statutes § 24-6-402(4).
 7. Prior to holding a closed (executive) session, the President of the Board, or other person designated to preside over the meeting, shall announce the general matter of discussion in compliance with the statute.
 8. No formal decisions shall be adopted during a closed session. A formal decision may be validly adopted only during a regular or special meeting or after the Board goes back into regular session following a closed session.
 9. The minutes of all meetings at which a closed session was held shall indicate that a closed session was held and the general subject matter of the closed session and shall be recorded in compliance with applicable statutes unless the executive session is for the purpose of seeking legal advice subject to the attorney-client privilege.

PRESIDENT'S

CERTIFICATION: The undersigned, being the President and Secretary of the Fallbrook Villas Metropolitan District, certify that the foregoing Conduct of Meetings policy was adopted by the Board of Directors of the District, at a duly called and held meeting

of the Board of Directors, to be effective on December 1, 2022, and in witness thereof, the undersigned have subscribed their names.

FALLBROOK VILLAS METROPOLITAN DISTRICT

By: *Kristy LaRosa*
President

By: *Jolene Simon*
Treasurer