

SUMMERSET AT BRENTWOOD II ASSOCIATION

RULE 2.1 POLICIES AND RULES

1. To effectively administer and enforce the Association's Bylaws and Declaration of Covenants, Conditions, and Restrictions ("CC&Rs"), the Board of Directors ("Board") shall formulate and issue various policies, rules, regulations, and procedures for the conduct of business and interaction between the Association and its Members. It shall be the responsibility of the Board to approve such policies, rules, regulations, and procedures, which for purposes of this Association, collectively shall be called Operating Rules ("Rules").
2. It shall be the responsibility of the Board and the Association Manager to implement the Rules. In addition, the Manager's duties, responsibilities, and activities shall be outlined in a management agreement with the Association.
3. Rules shall be issued and numbered under one of the following categories:
 - 1.0 Organization
 - 2.0 Management and Administration
 - 3.0 Common Areas
 - 4.0 Lots and Owner Residences
 - 5.0 Accounting and Finance
 - 6.0 Architectural Standards
 - 7.0 Environmental Standards
 - 8.0 Recreation Facilities
 - 9.0 Security, Safety, and Privacy
4. All approved Rules shall contain a number, title, approval date, and signature of the Secretary of the Board. The date a Rule is approved or amended shall be the effective date unless a different date is specified. A Rule, and amendments and changes to it, may be prepared for presentation to the Board by a Director or Officer, the Manager, or by a standing committee of the Board.
5. To be valid and enforceable, a Rule must
 - A. be in writing
 - B. be within the authority of the Board conferred by law or by the Governing Documents
 - C. be adopted, amended, or repealed in good faith and in substantial compliance with Civil Code
 - D. be reasonable.
6. Before changing the fine schedule or adopting, amending, or repealing a Rule, the Board must provide general or individual notice of a proposed Rule change at least 28 days before adopting the Rule change. General notice may include printing in the Newsletter, posting on the Clubhouse bulletin board, on the Association website, or via electronic messaging. Notices may be provided individually only if a written request is sent to Management. Non-substantive changes (no change in meaning) such as correcting grammar or re-numbering provisions, do not trigger the 28-day notice period.
7. The notice must include the text of the proposed Rule change and a description of its purpose and effect. Notice is not required if the Board determines that an immediate Rule change is necessary

to address an imminent threat to public health or safety or an imminent risk of substantial economic loss to the Association.

- 8. Per Civil Code, Election Rule changes cannot be adopted less than 90 days prior to an election.
- 9. A decision on a proposed Rule change must be made at a Board meeting, after consideration of any comments made by Association members. The Board must consider comments but is not required to adopt them.
- 10. Within 15 days of adoption, a copy of new or revised Rules will be distributed by General or Individual Notice. Notices for non-substantive (such as correcting grammar or re-numbering) Rule changes will include a statement that no changes were made to the meaning of the Rule. A list of Rules from the previous 12 months that have been amended, created, or repealed will be included in the "Annual Policy Statement" with the instruction that hard copies of the Rule are available in the office. One copy of the amended Rule will be available free of charge within 10 days of a written request. Additional copies may be available within 10 days of a written request subject to a reasonable charge for mailing and duplication.

This Rule 2.1 Policies and Rules shall be effective on the date of adoption, shall supersede any previous Rule 2.1 and shall remain in effect until modified by the Board of Directors.

I, Sheldon W. Helms, am the Secretary of the Summerset at
Print Name
Brentwood II Association and certify that this Rule was duly adopted by the Board of Directors and
came into effect on 8/14/24 (date).



(Secretary signature)

8/14/24

(Date)