

**Minutes**  
**Board of Directors**  
**Highland Park Neighborhood Association, Inc.**  
**(referred to as “HPA”)**

Date: September 25, 2009

Place: Village Inn

Meeting brought to order at 6:35 AM

1. Attendance

Present: President Doug Barber, Secretary Marge Shuger, Directors Rich Bedwell, Cameron Garner and Jim Randall.

2. Members' Forum

No Members in attendance.

3. Approval of Minutes

Minutes for Aug. 28, 2009 stand as submitted.

4. Reports of Officers

No reports

5. Reports of Committees

Note: To keep with a similar outline for each month's minutes, the reports do not follow the timeline of presentation at this particular meeting. Actually, the Government Affairs Committee was first, and the other reports followed.

A. Finance Committee:

Doug Barber reported that we are over budget on maintenance.

B. Compliance Committee:

No complaints about dogs over the past month.

Discussion took place regarding those owners who have not yet complied with the covenant regarding the planting of trees. Jim will do a list of those properties and prepare to contact each to comply by/in the Spring.

C. Maintenance Committee:

Cameron Garner reported that the spotlights at Black Forest Rd. have been vandalized with the front glass and bulb broken in one.

The erosion at Lots 27/28, plus the erosion at the corner of Cairngorm Way and Lakenheath Lane are being bid for repair.

The mowing of ditches and trail weed control will be finished for the season in October.

There was discussion concerning the posts installed by Developer at lot pins at the street. Some have rotted. It was decided that maintenance will look at replacing broken posts next season. Doug noted that the property pin is on the back side of each post. When replacing the posts, it is confusing at the street corners because there are extra pins denoting the curves of the lot lines.

D. Communication Committee: No report

E. Social Committee: No report

F. Government Affairs Committee:

Rich Bedwell presented his Policy and Procedure Review to make sure that the HPA complies with the requirements and recommendations of the State of Colorado Senate Bills 05-100 and 06-89. He consolidated his recommendations in a BOD Vote Sheet dated September 25, 2009, which was given, via email, to each board member prior to this meeting. Rich's comprehensive report was detailed and complete. Each policy was discussed.

Results:

Collections: Except for a few "tweaks" recommended by Doug, this will remain unchanged.

BOD Conflict of Interests: There exists none at this time, and a new policy will be written. Rich Bedwell has presented a draft prior to this meeting.

Meetings (BOD and Member Meetings): Except for minor "tweaks", this will remain essentially unchanged. One minor change is to have policy reflect State Law requiring Associations to place a cap (>67%) on the percentage of votes required to make a change to governing documents. Also needed is a minor change to how notice is given to Members.

Enforcement of Covenants and Rules: No change.

Examination, Inspection and Copying of Association Records: This will be changed to reflect current requirements of State law.

Reserve Fund and Investment: No change.

Adoption and Amendment of Policies, Procedures and Rules: See note in "meetings" about voting percentage required.

Dispute Resolution Between Association and Owners: No change.

Xeriscaping Guidelines: A policy will be written.

Political Signs: A general sign policy will be written which includes political signage.

Emergency Vehicle Parking: This is already covered in an amendment to the Covenants. No extra policy is needed.

Fire Mitigation and Replacement of Flammable Roofing Materials: Already covered in the Covenants.

ACC Standards and Procedures: Covered in the Covenants and adequately on the website.

Association Audit or Review: No policy needed.

Use of Ballots and Proxies: No change.

General Association Disclosures: A policy will be written.

Cooperating With Owners Selling Units/Properties: Discussed the responsibilities of an Owner selling a property and disclosures required. Recommend that a website page be written giving Owners guidelines. It will be written on the website that anyone requiring "certified copies" of HPA documents must contact the HPA, rather than just downloading the documents from the website.

BOD Education: No policy needed. Doug suggested that a "manual" be made up for each Board Member to comply with BOD education requirements.

Owner Education: No policy needed. Education is done via the website and newsletters.

Attorney Fees: No change.

Association Checklist for Employees and Management Contracts: Does not apply, however it is recommended that recommendations as to bid process, etc. be put in the BOD Manuals.

Attorney/Client Privilege: No policy needed.

**Motion was made to approve the recommendations on the policies with the noted modifications. This was seconded and approved unanimously.**

G. ACC Report: No report

## 6. Old Business:

Re: Stapleton Tax District issue: Doug Barber talked with the Stapleton Tax District attorney, Peter Susemihl who said that the "tax district cannot unilaterally annex platted lots."

**A motion was made to pay an attorney to give us a position letter, in light of the tax district's Service Plan and Colorado Revised Statute Title 32: Special Districts, to**

**give us how these may affect Highland Park. This was seconded and approved unanimously.**

7. New Business:

Marge Shuger requested that a "Budget Year to Date" report be included with the Quarterly Financial Statement. Doug will do this.

Doug reported that the owner of Lot 101, which is now in foreclosure, died.

The upcoming Annual Meeting was discussed.

8. Next meetings:

Future meetings: Oct. 23, and Dec. 4, 2009. Meetings take place at 6:30 A.M. Village Inn across from Woodmen Wal-Mart.

9. Adjournment

Meeting was adjourned at 7:45 AM.

Submitted by:

Marge Shuger

7321 Forestgate Dr.

[margeshuger@highlandpark-colorado.com](mailto:margeshuger@highlandpark-colorado.com)

598-2229