

The annual meeting of the members of the High Park Road Association was held at the Cedaredge Community Center on September 24, 2011.

The meeting was called to order by Ward Rabb.

In attendance:

Attorney for High Park  
Betty and Roger Bulla  
Kent and Diane Clampitt  
Gary Fischer  
Pam Foley  
Catherine Foster  
Chris Foster  
Robert Foster (by phone)  
Clayton Frazier  
Michael Keune  
Bruce Marvin  
Steve Morris  
Ward Rabb  
Larry Serr (accountant)  
David Seubert  
Dawn Sudmeier  
Aaron Wagner  
Reese and Julie Wagner  
Mike and Shirley Zubowicz

Represented by Proxy:

Tammy Clough (Proxy to Reese and Julie Wagner)  
EdSuebco Trust (Proxy to David Seubert)  
Estate of Charles T Frey (Proxy to Gary Fischer)  
Nassimbene Family Investments (Proxy to Clayton Frazier)  
Robert D Nassimbene (Proxy to Clayton Frazier)  
Elizabeth Seubert (Proxy to David Seubert)

40 out of 51 units represented.

Dispensed with reading and approval of the minutes from the last meeting.

Ward – Introduction to the meeting. There have been several issues regarding completion of the roads. There needs to be discussion regarding weed control spraying, a wide range of proposals have been obtained. Proposed guidelines for discussion of motions, each member will have a total of two minutes to discuss a motion.

David – He distributed a handout map (see attached) showing the status of road work. A lot of work has been done this year. There is a section of Williams Creek Road that Belden Construction has yet to complete (shown in dashed yellow on the map). The hope is that will be completed by next spring. There are three items yet to be completed: includes 3/4 “ gravel on the end of San Juan Vista Road and on Belden Road and completion of Lower Williams Creek Road. Requested acceptance of Squirrel Rock Road, Gunnison Vista Road, Bear Slide Road, San Juan Vista Road, Upper Williams Creek Road and Lower Williams Creek Road.

Dawn – Has the developer done any weed spraying?

David – No. The weeds have been bladed off the road surface where gravel was placed this year.

Aaron – There are sections along Williams Creek Road and Lower Belden Road that are overgrown with weeds.

Ward – He came out four times during the year to look at the roads. The three board members looked at the roads yesterday and prepared a list of deficiencies to be corrected (punch list). There is no official division between Upper Williams Creek and Lower William Creek Roads. He will send the punch list by email. The punch list:

- On San Juan Vista Road, gravel needs to be completed and two culverts need to be installed. Reese will inspect that when completed.
- On Williams Creek from San Juan Vista Road going south, gravel needs to be completed. One culvert needs to be moved to align with the swale. A drain ditch needs to be completed. Borrow ditches needs to be bladed and deepened in places. Drainage obstructions need to be removed. The culvert to unit V needs to be installed. Additional gravel needs to be placed and compacted on the bottom part. At Belden Road a 12” culvert needs to be replaced with an 18”. On east Williams Creek Road a new 18” culvert is needed as a companion culvert to an existing 12” one. The new one should be located to the east of the existing one. About 100’ west of High Park Road a new 12” culvert is needed. The board will work with the contractor to identify the locations for these culverts.
- On Squirrel Rock Road, the shoulder needs to be compacted and the uphill ditch needs to be deepened at a switchback. The cul-de-sac area needs to be re-compacted.
- There were no deficiencies identified on Gunnison Vista and Bear Slide Roads.

Dawn – There is an area where a backhoe has scraped off roadbase gravel.

Reese – Gravel was added in that area.

David – He accepted the punch list.

Motion by Dawn to require the developer to spray the following roads at his expense next year prior to turning them over to HPRA so that they will be relatively weed free: Gunnison Vista Road, Squirrel Rock Road, San Juan Vista Road, Bear Slide Road and Williams Creek Road.  
Second by Gary

David – They are not willing to do that.

Dawn – The gravel comes from a source known to contain weeds particularly yellow clover. Weeds increase the fire hazard and the developers are introducing seed to the area with their activities.

David – The issue for them is the timing of road acceptance, that there is no commitment from the HPRA when they will accept the roads. Some sections of the roads have been completed for a

long time but not accepted. The real issue is completion and acceptance of the roads. There is a solution worked out between the developer and the board regarding road completion and adding weed spraying or other maintenance items to the list re-opens contentious issues.

Dawn – This is the first opportunity for members to discuss the road completion issue and for the members to consider the proposed solution. An agreement between the board and the developer skirts the process of the annual meeting.

Ward – There is no agreement that has been approved by the board.

Robert – The Declaration requires that roads be constructed to specifications established by the board.

Reese – That provision is specific to members re-subdividing their units.

Ward – That is not pertinent to the motion on the floor. The 100 yard provision is not related to the weed spraying or road acceptance questions.

Gary – Until now the developer hasn't been able to reach an agreement with HPRA. If he was the developer he take care of the weeds as a good will effort, it is a minimal cost to protect the much higher value of work completed. Many of the remaining issues are beyond a normal punch list. He believes that the HPRA is being asked to accept roads that are far from completed but he is willing to support that so that the HPRA can move into the normal role of long-term maintenance and so that prospective purchasers are not driven away due to internal squabbling.

Reese – All roads will be completed this year except Belden Road and possibly even Belden Road.

Steve – Any new road construction should be sprayed.

Clayton – This year there was no spraying done.

Dawn – She had a brushhog remove weeds on the main road, Squirrel Rock Road, Bear Slide Road and Gunnison Vista Road. The board decided that since there had been maintenance done on those roads in the past, even though they had not been accepted by the HPRA, the HPRA would continue to do some maintenance.

Reese - There was no weed control work done on Gunnison Vista Road or Bear Slide Road.

Clayton – It is not feasible to do any spraying until spring. This would be asking the developer to pay for spraying the roads twice, once totally at his expense and once by paying for maintenance through their assessments.

David – It does no good to spray this fall.

Ward – Requested the attorney to address the issues of the developers having to complete roads before acceptance, payment of assessments, etc.

Attorney – The HPRA can't force anyone to complete roads. The HPRA has the responsibility to accept the roads and the members determine the requirements for acceptance. Historic precedence

has been set by how the HPRA has dealt with prior road completion. Even though there was not a vote, the board adopted the process by implementing it. When a unit in the HPRA is purchased, the purchaser agrees to pay the assessments whether or not they obtain direct benefits from the efforts.

Bruce – What is the precedent that was set?

Anders – The precedent determined what comprises a complete road regarding gravel thickness, etc as well as the acceptance process such as inspection and correcting deficiencies.

Ballot vote on the motion before the HPRA, to require the developer to spray the following roads at his expense next year prior to turning them over to HPRA so that they will be relatively weed free: Gunnison Vista Road, Squirrel Rock Road, San Juan Vista Road, Bear Slide Road and Williams Creek Road. Yes 19, No 21. Motion defeated.

Ward – The developer has done a lot of work this year. Clayton took on the task of facilitating communication between the HPRA and the developer.

Motion by Dawn to accept these roads for maintenance: Williams Creek Road, San Juan Vista Road, Squirrel Rock Road, Bear Slide Road and Gunnison Vista Road contingent on completion of the punch list prepared by the board of directors and documented at this meeting. Second by Clayton.

Reese – The punch list will be emailed to all members.

Dawn – All deficiencies need to be corrected before acceptance and any maintenance is performed by the HPRA.

Bruce – Does everything need to be completed before any road segments are accepted?

Dawn – Yes.

Gary – What about the weeds if completion takes a long period of time.

Clayton – Did Fisher/Frey do road spraying?

Gary – He doesn't remember – either they were sprayed or knocked down.

Reese – Eddy Fisher did do spraying on the roads he worked on.

Dawn – There was no spraying done after Gary took over for completion of the Fisher/Frey roads.

David – The concern over weeds is a legitimate one. They hope the work will be completed on a schedule that spraying is not needed.

Clayton – Should a deadline be added to the motion?

Dawn – No.

Gary – This motion should not prevent the HPRA from doing spraying.

Dawn – She agrees that the motion is not intended to prevent the HPRA from doing spraying prior to acceptance of the roads.

Clayton – Would the developer be willing to pay for spraying if the work is not completed in a timely manner?

David – No. Belden Construction is not dependable and they don't seem to have control over when he gets his work done. Peterson Construction is reliable.

Gary – That's the developer's responsibility, not an HPRA problem.

Ballot vote on the motion before the HPRA to accept these roads for maintenance: Williams Creek Road, San Juan Vista Road, Squirrel Rock Road, Bear Slide Road and Gunnison Vista Road contingent on completion of the punch list prepared by the board of directors and documented at this meeting. Yes 40, No 0. Motion Passed.

Aaron – What if the work is not completed in a timely manner? Can the members take further action?

Attorney – Yes.

Attorney – She recommends that the HPRA provide notification to the members of acceptance when it occurs.

Aaron – What about members that do not have email access?

Dawn – Members without email access should ask someone to notify them of email communications regarding HPRA.

Ward – The board did not have road maintenance done this year because of construction traffic. There were only minor issues to take care of. There are no contractors available to get the work done this fall. Reese offered to take care of the few issues such as blading the road, cleaning the ditches, helping clean out the culvert for unit J and prepare the road for winter and spring. No new gravel will be placed. He estimates less than 40 hours. The board authorized him to complete that work.

Dawn – A lot of gravel was lost off the road this year due to construction.

Ward – Blading will pull some of that back onto the road surface.

Reese – It doesn't make sense to place much gravel on previously completed roads until the construction work is completed.

Dawn – Lots of people run off the lower road. Replacing gravel in that area needs to be a priority.

Ward – The work Reese will do is already in the budget.

Dawn – Any work done by Reese needs to be invoiced.

Clayton – Three proposals were received for weed spraying (see attached). All three pointed out that there are different types of spray depending on the target weeds. Clover is a nuisance but isn't as harmful as thistles. Targeting multiple seed species requires multiple applications. HPRA should focus on the most harmful weeds. Spraying for weeds like clover should be the responsibility of the unit owners. The estimates received were based on the assumption that all 16 miles of roads are to be sprayed.

Ward – They checked references and licensing.

Clayton – His recommendation is to accept Pest Away's option no. 2 or 3.

Dawn – Belden Construction's cost for spraying only the main road and part of Squirrel Rock Road was \$2,400.

Reese – Pest Away was more correct with the technical aspects of their proposal. Some of the thistles do severe damage not just to the road but to the surrounding soil.

Chris – Are these estimates for one or more applications?

Clayton – These are for one application in the spring.

Ward – Timing and climatic conditions are critical to successful spray applications.

Reese – He was more impressed with the Pest Away proposal.

Steve – What is the total cost proposal.

Clayton – Option 3 adds \$750 to the cost.

Motion by Steve to accept Pest Away's proposal for options 2 and 3 for year 2012 in the amount of \$3,125. Second by Clayton.

Gary – Is this for spraying all roads regardless of whether they are accepted?

Clayton – The actual cost would be prorated based on the length of road actually sprayed. The proposals are not-to-exceed.

Julie – Restated motion: accept Pest Away's proposal for option 3 for spraying all accepted roads for year 2012 not to exceed \$3,125.

Reese – Spraying will be performed during the period from the end of April to the second week in June.

Ward – The board will manage the weed spraying work.

Hand vote on the motion before the HPRA to accept Pest Away's proposal for options 2 and 3 for year 2012 in the amount of \$3,125. Unanimous Yes. Motion Passed.

The gate is a continual problem. The existing controllers and operators should be replaced and the solar power should be changed to line power. There is a utility power line next to it. The gate itself is still serviceable. He estimates the cost to be about \$2,500 to \$3,000 plus the minimum charge for electrical power. It will still be possible to operate the gate using a remote.

Motion by Gary to accept the board's recommendation to rework the gate. Second by Reese.

Reese – Doing this work will reduce the annual maintenance cost.

Hand vote on the motion before the HPRA to accept the board's recommendation to rework the gate. Unanimous Yes. Motion Passed.

Dawn – At last year's annual meeting there was discussion regarding an open meeting policy needed to satisfy the requirements of the statute. The majority of the board's decisions are made by email outside of meetings. The board will have to develop a policy to comply with the law regardless. Dawn presented a proposed policy and made a motion to adopt it (see attached). The purpose of the policy is to give the members the opportunity to be aware of the board's actions. She has never been part of an organization that did not hold open meetings.

Steve – He likes the idea of open meetings. Can they be done by phone?

Clayton – Meetings can be held by teleconference.

Larry – There will be additional cost involved.

Ward – The cost should not be a big issue. He uses a teleconference service and the cost is \$0.27/minute/person.

Dawn – The board and the members have held teleconference meetings in the past.

Motion seconded by Bruce.

Ward – Are there any legal issues involved?

Attorney – She is not prepared to comment on the proposed policy. It looks like overkill to her.

Dawn – If a policy something like this is not adopted, the board will need to hold face-to-face meetings to satisfy the legal requirements.

Ward – He agrees that the board actions need to be open to the members but he doesn't think the amount of business conducted by the board warrants quarterly meetings.

Dawn - She would be willing to amend her motion to require semi-annual meetings not including the initial organizational meeting.

Aaron – He has a concern that they just got this information and haven't had a chance to think about it.

Dawn – It was emailed to the members.

Bruce – Because he feels this is an important issue for everyone's protection, he offered to take on the effort to set things up for the first year. Would Dawn consider allowing the board the flexibility to make reasonable modifications as needed?

Dawn – Yes. As long as those efforts are reported back to the members.

Ward – The attorney should review the policy and modify it as necessary.

Dawn – Attorney review is not necessary. The policy was written to conform to the law.

Gary – The attorney needs to review this to be sure that the any policy satisfies the law.

Ward – All policies need to be reviewed by the attorney. The intent is to satisfy the intent of the regulatory open meeting requirement.

Bruce – His intent is to use Dawn's proposed policy as a template to start from and modify any provisions that turn out to be unworkable or unwieldy and report the results to the members.

Dawn – Whatever the process is, the board must implement some type of open meetings prior to next annual meeting.

David – He supports the idea of open meetings but doesn't want a policy that creates a policy that creates a likelihood of non-compliance or policy failure. He wonders if quarterly meetings are too frequent.

Ward – He agrees that we don't want a policy that is a setup for failure.

Steve – He is out of the country 6 months out of the year and a regular schedule would be important to him.

Dawn – Amended the motion to “Meeting schedules will be announced by email notification to all members who have provided their email address to the HPRA. Email notifications will be provided at least 10 days prior to the meeting and will include minutes from the prior meeting and the proposed agenda. Meetings will take place by teleconference or in-person on a semi-annual basis on a consistent day and time to be determined by the board.”

Hand vote on the motion before the HPRA. Unanimous Yes. Motion Passed.

Ward – Recommended increasing the number of board members to 5.

Reese – Doing so would minimize the potential for personal agendas. This year with the resignation of a director, the board had to appoint a replacement before further business could be conducted.

Dawn – If the board is expanded to 5 members, there would be no problem changing back to 3.

Ward – If the board is expanded to 5 members, there will be 4 positions to fill which include the one vacancy due to the normal rotation, the one vacancy due to this year's resignation and the two new positions.

Nomination by Dawn of Ward and Reese for the board.

Bruce – There are 1, one-year term and 3 three-year terms. Are the nominations for specific terms?

Dawn – One way to do it is for the nominee with the least votes to serve the shortest term.

Nomination by Bruce of Diana Keune and David.

Steve – He is willing to serve on the board.

Nomination by Julie of Steve for the board. Second by Dawn.

Attorney - Technically, each unit has 4 votes and those votes do not have to be for 4 different people. It would be helpful to the board if that was how it is done but the votes for each unit can be distributed however desired.

Dawn – Cumulative voting is prohibited by the bylaws.

Results of ballot vote:

Diana Keune – 38  
Steve Morris – 37  
Reese Wagner – 36  
Ward Rabb - 25  
David Seubert – 20

Ward will serve a one year term and Diana, Steve and Reese will serve 3 year terms.

The financial statements, proposed budget and proposed assessments were presented (see attached).

Dawn – The board authorized transferring \$2,000 from the contingency fund to the pay legal fees. The legal fees line item should not show as over budget.

Steve – Does the \$770 surplus provide a sufficient contingency amount?

Ward – If the expenses exceed the available funds, a special meeting will be called to discuss additional assessments.

Motion by Gary to accept the proposed budget. Second by Mike Keune.

Hand vote on the motion before the HPRA. Unanimous Yes. Motion passed.

Bruce – He volunteered to update and maintain the website for this year.

Motion by Dawn to prohibit the board from hiring Peterson Excavation to perform work for HPRA. There have been three safety incidents. She was run off the road. She didn't report it. The second incident she did file a report. The Sheriff talked to Grant Peterson and initiated some patrols of the area. Both Dawn and Laura talked to Grant and complained. The third incident David also talked to Grant. There were never any similar problems with Belden Construction traffic. This restriction can be changed later if desired. Second by Julie.

Clayton – He had close calls with Belden Construction traffic. There will always be some danger when construction and private traffic share the same roads with limited width and visibility. There is a general need for the board to address safety issues. If Dawn has specific issues with the workers or contractors working in the area, she has a right to take legal action but the HPRA should not be dragged into the middle.

Dawn – She has a right to make motions regarding limitations on HPRA selection of contractors and workers.

David – He is not minimizing Dawn's concerns or the seriousness of the incidents Dawn related. But there are a limited number of local contractors capable of doing the work and there are problems with decreasing the bidder pool. Bidding should include safety concerns, requirements and limitations.

Gary – It is the responsibility of the board to address safety issues. Need to check references, evaluate the safety records of prospective contractors, have written safety requirements, hold periodic safety meetings as needed, include contract provisions with safety performance leverage and take action whenever safety incidents are reported related to HPRA work.

Ward – It is valuable to have this discussion because the board needs to make sure construction safety is a factor in all work performed for the HPRA. His company does construction work and they are required to meet industry standards for safety in the same way that HPRA needs to.

Reese – Signs should be posted during all construction activities.

Hand vote on the motion before the HPRA to prohibit the board from hiring Peterson Excavation to perform work for HPRA.. Motion failed.

Dawn – There are people considering suing the HPRA over safety issues including some who are not members.

Ward – For current use of the gate, need to press the reset button and input 1234.

Motion by Aaron to require the board to give primary consideration to members who can perform needed work such as spraying and gate maintenance. This does not require the board to hire members for work. The board is free to use their discretion to determine whether the member is qualified, capable and has provided a reasonable price. Second by Pam.

Clayton - Suggested amending the motion to add the condition that, whenever appropriate, as determined by the board, interested member/contractors would be allowed to participate in competitive proposal solicitation processes conducted by the board.

Gary – This is a decision that should be left to the board. In the past, the board has encouraged members to provide paid services for the HPRA as needed and as appropriate.

Aaron – He has observed that organizations can save significant cost by having members perform work because the members are more concerned about assessment cost containment.

Dawn – The member/contractor should carry appropriate insurance for any significant work.

Hand vote on the motion before the HPRA to require the board to give primary consideration to members who can perform needed work such as spraying and gate maintenance. This does not require the board to hire members for work. The board is free to use their discretion to determine whether the member is qualified, capable and has provided a reasonable price. Motion failed.

Clayton – The board is committed to use members as much as possible to provide needed services as appropriate.

Motion by Gary to adjourn. Second by Ward. Meeting adjourned.

Ward – There will be a board meeting immediately following the annual meeting adjournment to elect officers.

Submitted by:



Bruce Marvin  
Secretary  
High Park Road Association



Fedler Spraying LLC  
13951 25 Mesa Road  
Delta, Colorado 81416  
970-874-7450

August, 30 2011

High Park Road  
C/o Clayton Frasier  
High Park Road  
Cedaredge, Colorado

Weed control on the High Park roadsides,

There are a few different ways we can spray your roadsides. We can spray the entire area 10-20 feet off the road. We can spot spray the noxious weeds only which include the thistle and knapweed. Or we can spot spray whatever you would like. The weeds I saw where a lot of yellow clover, several different winter annuals, some thistle and some knapweed, and a few others.

-Spot Spray the roadsides for noxious weeds approximately 20 feet off the roadsides:

- \$1600.00 for chem and app

The spraying will not be over \$1600.00 and if it comes in lower I will bill lower. After doing it once I will then know what it cost to do it and we can go from there for the next year.

If you would like any other information please let me know.

Jon Fedler  
Fedler Spraying  
[fedlersraying@aol.com](mailto:fedlersraying@aol.com)  
970-640-8008

## Pest Away Spraying

P.O. Box 1149 Delta, CO 81416

970-874-4841

---

High Park Road Association

Attn: Clayton Frasier

## Estimate #11-427

1. Noxious Weed Control (Scotch Thistle, Canada Thistle, Musk Thistle)---Spot treatment along 13 miles of roadsides approximately 20' out from road edge. There will be one application done approximately July 1 dependent on weed stages at that time. If White-top is present in Spring of 2012 it should be done in Mid-May as a separate application in 2013. In order for the application to benefit the hoa it should be done annually as a maintenance program.

Products used: Milestone@7 ozs per acre and 1qt. nonionic surfactant per 100 gallons.

Price per mile: \$125.00

Total price: \$1625.00

2. Noxious Weed Control (Scotch Thistle, Canada Thistle, Musk Thistle)---Spot treatment along 3 miles of roadsides (Williams Creek) approximately 35' out from road edge. There will be one application done approximately July 1 dependent on weed stages at that time. If White-top is present in Spring of 2012 it should be done in Mid-May as a separate application in 2013. In order for the application to benefit the hoa it should be done annually as a maintenance program.

Products used: Milestone@7 ozs per acre and 1qt. nonionic surfactant per 100 gallons.

Price per mile: \$250.00

Total price: \$750.00

Total price 1+2= \$2,375.00

## Pest Away Spraying

P.O. Box 1149 Delta, CO 81416

970-874-4841

---

\*\*\* After observing Williams Creek Road I would recommend in addition to the noxious weed spraying, also spraying the 3 miles where the large cuts are for other weeds such as Russian Thistle, Sunflowers, etc., that appeared to be unsightly, at least one time per season before they get so overgrown probably around June 15? This would be broadleaf weed control only and a separate application.

Products used: Strike 3 @2% plus Vanquish @.5% and Class Act @1%

Price per mile: \$250.00

Total price: \$750.00

Sincerely,

Weylin Johnson  
Pest Away Spraying

**XFINITY Connect**

hemlock222@comcast.net

± Font Size ±

---

**High Park Road Assoc.**

---

**From :** sewardslandscape@aol.com

Thu, Aug 11, 2011 03:36 PM

**Subject :** High Park Road Assoc.**To :** hemlock222@comcast.net

Mr. Frazier,

The following is a bid to spray the road side weeds along your subdivision. An application of weed spray along the road edges will run 3 to 4 feet out from the road base edge and the goal will be to control as much of the problem weeds as possible in one application. The price will not reflect additional spraying such as large thistle patches along the road. The target weeds that I see that seem to be a problem are thistle, Russian thistle and sweet clover. We would time the application to get the best control in mid May depending on weed growth. Weather plays a big part in the application process. We want to make sure that weed growth is actively growing but at a stage of growth that is still manageable. We don't want weeds maturing and going to seed.

Please understand we will get good kill results but do not expect that we will get 100% total kill. It is understood that road side spraying results will vary slightly as many factors can effect the control process such as weed resistance to chemicals, wind or updraft, temperature and application equipment. We always consider safety first and would not spray if conditions are too windy or the threat of rain is great.

We target 80 to 90% of weeds sprayed and you need to remember that new weeds that are not yet up and growing out of the ground will still germinate and not be controlled. Bottom line is that spraying roadside is a way of managing weeds not eliminating them altogether.

Cost for one application over the 16 mile stretch is \$5,600.00 or \$350 per mile. If we can help answer other questions then please contact us and we will try to help. If you are interested in us doing the work we would need to set up a contract for the work next spring.

Thank you,

Steve Ward

*S & E Ward's Landscape Management  
(970) 856-9661*

## **PROPOSED HPRA OPEN BOARD OF DIRECTORS MEETING/COMMUNICATION POLICY**

This policy conforms to the Bylaws of HPRA and the Colorado Common Interest Ownership Act, Section CRS 38.33.3-308 Meetings.

1. Teleconference or in-person meetings will be scheduled quarterly on a consistent day and time (for example, the second Sat of Mar, Jun, Sept, Dec at 10:00 A.M.). The board meeting required in the bylaws to be held within 30 days of the annual meeting may qualify as one of the quarterly meetings if notification is provided in the annual meeting notice to members.
2. Meeting schedules will be posted on the website and announced by email notification to all members who have provided their email address to the HPRA. Email notifications will be provided at least 10 days prior to the meeting and will include minutes from the prior meeting and the proposed agenda.
3. As much as feasible, all motions, discussion of motions, decisions and votes will be conducted during the regularly scheduled board meetings. This does not prohibit directors from having informal discussions regarding HPRA business items outside of the meeting.
4. During board meetings, members are generally observers. However, as required by COIA, opportunity will be provided for member comments and questions during the meeting. If necessary, the Board may limit the time allowance for comments from each member.
5. The Board may hold executive sessions as appropriate in accordance with the applicable statutes. Any decisions made during executive sessions must be supported by a motion at the Board meeting. The allowed topics for these executive sessions are defined in COIA.
6. At each meeting, a report will be presented by the directors which includes all decisions, motions and votes made outside of the regularly scheduled meetings, general financial status, status of projects, and summary of discussions with attorneys and other contractors (except for those which are legally privileged).
7. Quarterly reports will be emailed to the members along with the notification of the Board meeting which include income/expense statements (including accounts receivable), and budget status.

HIGH PARK ROAD ASSOCIATION  
BUDGET FOR YEAR 2012

INCOME		
Assessments- 51 x \$170	<u>\$8,670</u>	<u>                    </u>
EXPENSES		
Road maintenance and improvement	11,000	<u>                    </u>
Gate system and contingency	3,500	<u>                    </u>
Weed spraying	2,700	<u>                    </u>
Insurance	1,700	<u>                    </u>
Legal fees	1,000	<u>                    </u>
Accounting and reporting	1,000	<u>                    </u>
Snow removal	300	<u>                    </u>
Office expenses	<u>200</u>	<u>                    </u>
Total expenses	<u>21,400</u>	<u>                    </u>
BUDGET DEFICIT	-12,730	<u>                    </u>
PROJECTED CASH CARRYOVER:		
Cash balance at 9-24-2011	16,200	
Expenses -projected through 12-31-2011	<u>-2,700</u>	
Cash carryover-projection	<u>13,500</u>	
SURPLUS	<u><u>\$770</u></u>	

10:22 AM  
09/24/11  
Cash Basis

High Park Road Association  
Profit & Loss Budget vs. Actual  
January through September 2011

	Jan - Sep 11	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Assessments	18,995.00	15,810.00	3,185.00
Assessments receivable	0.00		
<b>Total Income</b>	<b>18,995.00</b>	<b>15,810.00</b>	<b>3,185.00</b>
<b>Expense</b>			
Accounting fees	815.00	1,500.00	-685.00
Contingency	0.00	2,000.00	-2,000.00
Gate repair	133.08	300.00	-166.92
Insurance	0.00	1,700.00	-1,700.00
Legal fees	1,950.00	825.00	1,125.00
Maintenance-general	500.00	300.00	200.00
Miscellaneous	129.25	150.00	-20.75
Office expense	7.00		
Road maintenance-annual	0.00	11,000.00	-11,000.00
Signs-Road and street	398.76		
Snow removal	300.00	300.00	0.00
Weed spraying	0.00	2,400.00	-2,400.00
<b>Total Expense</b>	<b>4,233.09</b>	<b>20,475.00</b>	<b>-16,241.91</b>
<b>Net Ordinary Income</b>	<b>14,761.91</b>	<b>-4,665.00</b>	<b>19,426.91</b>
<b>Net Income</b>	<b>14,761.91</b>	<b>-4,665.00</b>	<b>19,426.91</b>

11:01 AM  
09/24/11  
Cash Basis

High Park Road Association  
**Balance Sheet**  
As of September 24, 2011

	<u>Sep 24, 11</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Surface Creek Bank	16,215.20
<b>Total Checking/Savings</b>	<u>16,215.20</u>
<b>Total Current Assets</b>	<u>16,215.20</u>
<b>TOTAL ASSETS</b>	<u><b>16,215.20</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Principal/equity	1,453.29
Net Income	14,761.91
<b>Total Equity</b>	<u>16,215.20</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>16,215.20</b></u>

11:28 AM  
09/24/11  
Cash Basis

High Park Road Association  
Income and expense  
January through December 2010

	<u>Jan - Dec ...</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Assessments	14,255.00
Assessments receivable	0.00
<b>Total Income</b>	<u>14,255.00</u>
<b>Expense</b>	
Insurance	1,517.00
Legal fees	2,195.00
Office expense	141.16
Repair and Maintenance	81.00
Road Construction & maintenance	24,086.50
Snow removal	300.00
<b>Total Expense</b>	<u>28,320.66</u>
<b>Net Ordinary Income</b>	<u>-14,065.66</u>
<b>Net Income</b>	<u><u>-14,065.66</u></u>