

Meeting Minutes

PA20 Landscape Maintenance Association, Inc.

Date: August 18, 2011

Location: Highlands Ranch Westridge Recreation Center

Purpose of Meeting

To discuss ongoing occurrences of the association including accounting updates, website management, SB100 compliance, property maintenance, and any additional pending issues requiring resolution.

Names of Attendees

Present: Jim Bowlus (President)
 Brice Bradley (Secretary-Homeowner Relations)
 Dean Stanberry (Treasurer)
 Joe Bear
 Janet Slate
 Diana Coon (Business Manager)

Absent: None

Partners/Guests

 Monica Wasden (PA20 Delegate for HRCA District #80)
 Mark K. Payne (Winzenburg, Leff, Purvis, and Payne, LLP)

1. Open 6:45 pm

2. Reading of Minutes

Notes: Brice motioned to approve the June 16, 2011 minutes. Jim Seconded. Motion Carries.

3. Accountant Report and General Discussion Items

Discussion Points:

- Jim introduced Mark K. Payne from the law firm Winzenburg, Leff, Purvis, and Payne, LLP which specializes in representation of community associations (www.cohoalaw.com). Mr. Payne entertained questions from the board relating mainly to the nine governance policies required by the Colorado Common Interest Ownership Act (CCIOA). If hired, the board can expect a two month turn-around on a draft set of policies for review.
- Monica provided the board with an update on HRCA news.
- Diana reported that over \$9000 of PA20's account receivables are liens.
- Janet reported that PA20's new website is now live. Any comments regarding changes, etc. can be directed to her.
- Joe reported on maintenance related items including this past season's water usage. He also updated the board on PA20's insurance policies.

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- Brice discussed the need to update the policies to ensure that trees are planted no closer than 25'-0" on center.

Decision(s):

- Jim motioned to approve the hiring of Winzenburg, Leff, Purvis, and Payne, LLP to update PA20's mandated governance policies per CCIOA. Janet seconded. Motion carries.
 - Janet requested links to well designed websites for reference purposes as she continues to refine PA20's website.
 - The next meeting will be at the Highlands Ranch Westridge Recreation Center beginning at 6:30pm on October 20, 2011.
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4. Close 8:15 pm – Brice motioned to close. Jim Seconded. Motion Carries.

Minutes prepared by: Brice Bradley

Minutes Approved: Jim motioned to approve the August 18, 2011 minutes at the December 15, 2011 meeting. Dean Seconded. Motion Carries.