

KIPLING SUN TOWNHOMES ASSOCIATION, INC.  
MEETING MINUTES OF THE BOARD OF DIRECTORS  
FEBRUARY 17, 2011

The Board Meeting of the Kipling Sun Townhome Association, Inc. was held on February 17, 2011 at the Montessori School at 9904 W. Capri Ave. Board members present were: Neill Kefauver, Board President and Brenda Barth, Secretary/Treasurer. Board members absent: Jerry Keller, Vice President. Charlene Sprehe represented Professional Management Associates, Inc. (PMA). Homeowners and residents present were: Jeff Barbee, Henry Bissell, Vince Creadon, James Creadon, Kevin Moore, Al Settles and Marilyn Vaughn.

**CALL TO ORDER:**

Neill called the meeting to order at 6:35 p.m.

**INTRODUCTION OF BOARD MEMBERS:** Neill introduced Brenda Barth as Secretary/Treasurer and himself as President. Homeowners present also introduced themselves.

**ACCEPTANCE OF FINANCIAL REPORTS: December 2010 and January 2011**

Brenda moved to approve the December 2010 financial reports. Neill seconded. The motion was approved unanimously. Brenda moved to approve the January 2011 financial reports. Neill seconded. The motion was approved unanimously.

**APPROVAL OF MINUTES: December 9, 2010**

Brenda moved to approve the December 9, 2010 minutes. Neill seconded. The motion was approved unanimously.

**UNFINISHED BUSINESS:**

**GSCO Bids Stop and Waste Valves and Pruning:** The Board noted bids are expected from GSCO for the Finance Committee to review by February 18, 2011.

**Other Unfinished Business:** None

**NEW BUSINESS:**

**Parking Policy and Decal:** The Board discussed a motion to amend the Rules and Regulations dealing with parking fines and issuance of a parking permit. The Board adopted a fine system for improper parking that will be implemented immediately as follows:

**FINE SYSTEM FOR IMPROPER PARKING**

Due to continued and flagrant abuses of the parking restrictions contained in the governing documents; finding endangerment to residents, additional Association costs incurred and finding sufficient authority in the governing documents, the Board of Directors has adopted the following fine system for any and all improper parking violations contained in the governing documents or other restrictions (parking in visitor parking, parking in fire lanes, parking in front of garages, failure to display parking sticker, etc.) occurring within one calendar year.

1 <sup>st</sup> Violation =	Letter issued
2 <sup>nd</sup> Violation =	\$100.00 Fine
3 <sup>rd</sup> Violation =	\$200.00 Fine
4 <sup>th</sup> Violation =	\$400.00 Fine
Each subsequent violation =	\$400.00 Fine

NOTE: Payments are applied first to fines and late fees and then to assessments.

Additionally, the Board has ordered, beginning in the 2012 year (as authorized in the governing documents) each homeowner (for vehicle identification purposes) to display a HOA supplied, numbered parking permit on their vehicle and for vehicles found to be in any violation to have a violation notice, in addition to the fine, affixed to the vehicle. The appropriate vehicle identification data shall be initially collected with the annual data collection letter sent out with the payment envelopes with appropriate warning letters for non-compliance.

**Swingle Tree Recommendation:** The Board directed PMA to obtain bids from GSCO and Rocky Mountain Trees to compare with Swingle Tree's recommendation.

**Homeowner Delinquencies:** The Board reviewed.

**OTHER NEW BUSINESS:** The Board discussed two units with new windows.

**VIOLATIONS AND HEARINGS:** Henry received a letter regarding working on his car. The Board discussed the Declarations and their intent regarding working on vehicles written in 1984.

**HOMEOWNER INPUT:**

Al noted a streetlight going on and off and will provide Xcel light numbers to PMA. The Board directed PMA to contact Xcel.

**NEXT MEETING:** Neill announced that the next Board meeting would be held April 21, 2011 at Montessori Peaks Academy.

**ADJOURNMENT:** There being no further business, Neill adjourned the meeting at 7:55 p.m.