

University Park Homeowners Association, Inc.

Board of Directors – Meeting Minutes

Fire Station #14 (Vickers & Academy)

August 14, 2025

The meeting was held in person at the Fire Station and was called to order at 3:00 PM. Present were as follows:

Lloyd Nordhausen	President
Judy Walton	Vice President
Nancy Bunker	Secretary
Jim Forman	Treasurer
Jon Scott	Director at Large
Gary Schmidt	Director at Large
Wilson Hitchings	Director at Large
Derek Patterson	Community Manager

7 visitors were present:

Linda Sauer - 2670 Rockhurst – homeowner

Janet Butts – 4823 Stonehill – homeowner

Lisa Atencio – 4757 Julliard - homeowner

Penny Larson Hubbard – 2611 Rockhurst – homeowner

Julie Seeger – 4764 Julliard - resident

John Gardner – Proxy for Wendy Miller 1908 Montebello Dr - homeowner

James Furlong – Proxy for Deb Mensa – 4857 Diablo Valley - homeowner

President Lloyd Nordhausen presented ground rules for meeting discussion. The Owners Forum allows for one homeowner per address to present an issue for 3 minutes. After the owner's forum, the residents must be respectful, not interrupt the meeting and not speak out of order. The owners may speak if a motion is made – after the Board's discussion period. No recording of the meeting except for the use of preparing the minutes.

OWNER'S FORUM / HEARINGS: There were no Hearings.

Linda Sauer - (2670 Rockhurst – owner)

Linda updated the “meth camp” area and asked the Board to send a letter of appreciation to Mr. Strayar (resident in the Resort Apartment) for his participation in the issue.

Visitor Jim Furlong – Proxy for Wendy Miller 1908 Montebello

Jim asked the Board to move to do a new reserve study and adopt a new operating budget.

Penny Larson Hubbard - (2611 Rockhurst – owner)

Penny requested a copy of the Boards work on obtaining bids for property management companies. Penny also requested an update from the Board regarding Colorado Springs Utilities water tank project.

OFFICER REPORTS:

President's Report:

No report.

Vice-President's Report:

No report.

Secretary's Report:

The July 10, 2025, Board meeting minutes were approved as submitted.

Treasurers - Financial Report: Jim reported:

1. The financials for June and July show favorable surplus of income over expense, year to date.
2. The "stale checks" reported last month have all been cashed, Accounts Payable is clear.
3. The former contractor for Hidden Canyon landscape did not complete the fall 2024 pruning. The 2025 contractor, Greener Grass did so the HC LAC variance is off. If HC ends 2025 in deficit, we will look to the HC savings account to prevent Master budget from having to cover shortfall.
4. The 2025 budget for legal is overspent already; 2026 proposed budget increases this expense account.

MANAGERS REPORT: Mr. Derek Patterson, Community Manager presented. The 2025 Project List was reviewed.

1. The bid for item: Painting/Sealing has been updated, but still open for consideration this year.
2. The water usage report was discussed. Usage is down due to rain but there were no June bills (paid in July).

COMMITTEE REPORTS:

ACC: Nancy Bunker reported:

16 approved requests, processed in June 2025.

Bylaw Committee: no committee report.

Clean up Committee: no committee report.

CSPD: No police officer reports this month.

Finance & Budget Committee: Jim Forman reported

1. 2026 budget work in progress. NOTE: Colorado Springs Utilities increased 6.5%, Trash increased 3% and BrightView increased 3%.
2. Insurance renewal date moves from December to June for 2026
3. Will present budget at September Board meeting for the Board to vote on its approval.

Hidden Canyon Landscape Committee: Jim Forman reported

1. The survey is complete with 100% response of the affected homeowners along the easement.
2. Results: support wildfire guidelines, and concern about privacy.
3. Action:
 - a. Jim will send a copy of the survey results to the affected homeowners,
 - b. Jim will seek a volunteer home to complete an example of the trimming
 - c. Derek will get an arborist to the volunteer home

UPHOA Landscaping Committee: Reports were included in Board packet.

1. Does the LAC also look at the back of homes that back up to a street
2. Derek will discuss with Diane

Landscape Master Plan Committee: Gary Schmidt reported

1. The committee budget for consultant (Carla) will come out of contingency.
2. Gary is working on a complete plan.

A motion was made: contact the UPHOA attorney to see if UPHOA dues money can be used on land not owned by UPHOA.

Motion seconded.

Discussion was open to the Board and visitors: Also check DORA language and ask attorney for

opinion on the drainage problems and replacement of sidewalk in Hidden Canyon that is owned by the City of Colorado Springs.

Being no further discussion, the vote was taken:

Motion voted 7 in favor.

Motion carried.

A motion was made: Approve the proposal from Terna Nova for \$1,000 to write an “opinion letter” to make the Master Plan more creditable.

Motion seconded.

Discussion was open to the Board and visitors: the money will come out of contingency, this is for a civil engineering opinion, no plans.

Being no further discussion, the vote was taken:

Motion voted 7 in favor.

Motion carried.

Derek will notify Terra Nova.

3. Gary is planning a meeting to present the Master Plan to the homeowner’s of University Park on October 29th.

Nominating Committee: Wilson Hitching reported

1. The Candidate Forum will be August 27th at the Beth El church.
2. The League of Women Voters (LWV) will conduct the Candidate Forum with a “donation” of \$250.
3. There are 4 candidates – will be announced on August 18.

Pet Stations: no committee report.

Safety & Security: no committee report.

Social Event Committee:

1. The UPHOA picnic was August 3rd
2. Approximately 130 people attended
3. The cost is approximately \$2,700

Welcome Committee:

There were two new homes visited in June.

Wildfire Mitigation:

Committee has scheduled a workday from 8:30 am to 11:30 am on Saturday August 23. They will again be working in the open space north of Rockhurst and west of Anglo. Some residents from the townhouses north of the open space will be joining us to help mitigate their portion of the open space. Russell Butts has submitted his resignation from the Wildfire Mitigation Committee.

OLD BUSINESS:

#1 Lloyd presented a draft of the THIRD AMENDMENT TO THE BYLAWS OF UNIVERSITY PARK HOMEOWNERS ASSOCIATION. (see attached) The purpose of the amendment is to add language to the current bylaws that allows the Annual Meeting votes to be conducted by E-vote.

A motion was made to Adopt the THIRD AMENDMENT TO THE BYLAWS OF UNIVERSITY PARK HOMEOWNERS ASSOCIATION as presented at the Board meeting. .

Motion seconded – add language: “by electronic voting” (section 1.2.(c)

Discussion was open to the Board and visitors:

Homeowners will be able to write in a candidate on the E-vote,

Being no further discussion, the vote was taken:

Motion voted 7 in favor. Motion carried. **Action:** Lloyd will add language, send to Board, get to Derek to put on website.

#2 At the July Board meeting a motion was made was made to adopt the Election Buddy process for Annual Meeting pre-voting, using the Election Buddy contract. Election candidate and proposition information will be mailed on a postcard and email the same information. Post cards and email will contain a secure link for homeowners to use to vote. Anyone without the internet may request a mail-in ballot. The voting period will be 30 days minimum prior to election, with the election closing 2 days prior to the Annual Meeting.

The motion was tabled until the Bylaws could be amended.

Motion was re-introduced as stated in July Board meeting.

Motion seconded.

Discussion was open to the Board and visitors.

- Most effective, more votes in other HOA experience
- Cost of the 2024 election was over \$7,000 – E-vote will be \$2,000

Being no further discussion, the vote was taken:

Motion voted 7 in favor.

Motion carried.

#3 ADOPTING PROCEDURES FOR THE CONDUCT OF VIRTUAL COMMITTEE & BOARD MEETINGS.

Change of policy to add Committee meetings also.

Motion was made to accept policy with grammar edits

Motion seconded.

Discussion was open to the Board and visitors.

- Penny requested a copy of item to review to be able to make comments

Being no further discussion, the vote was taken:

Motion voted 7 in favor.

Motion carried.

Action:

- a. Derek and Nancy will work on grammar edits.
- b. Derek will include final document in September Board packet

#4 Springs Canyon HOA Declaration Amendment – copy forwarded to UPHOA as required by Declarations.

NEW BUSINESS:

#1

1-Hidden Canyon 2025 Lawn Contract – Change terms to 12-31-2025

2-Hidden Canyon 2026 Lawn Contract – Jan-Dec 2026 – 3% increase

1-Hidden Canyon Landscape Contract

Motion was made to change the date to 12-31-2025

Motion seconded.

Discussion was open to the Board and visitors.

- Noted that Greener Grass is doing a good job.

Being no further discussion, the vote was taken:

Motion voted 7 in favor.

Motion carried.

2-Motion was made to accept 2026 contract with Greener Grass as proposed – “price only” increase 3%

Motion seconded.

Discussion was open to the Board and visitors.

- The price is the only change, Time and Materials are extra – however, no T&M charges to date
- Lisa stated the mow height is too low
- Gary requested the motion to be tabled to next month so he can read the contract. The change needs to be made today for the purpose of the budget. Request not granted.

Being no further discussion, the vote was taken: Motion voted 6 in favor, 1 opposed

#2 Calendar Issues:

Unable to use the Beth El Church on Thursdays.

Move Annual meeting – 1st date: WEDNESDAY October 15th
2nd date: TUESDAY October 14th.

Action: Derek will work with the church on date, talk to Bruce, let the Board know new date.

* It was noted that the Board would go into an Executive Session to discuss the Accounts Receivable report and legal correspondence on delinquent accounts.

Meeting adjourned at 5:07 pm.

Nancy Bunker

Secretary

UPHOA Board of Directors

**THIRD AMENDMENT
TO THE
BYLAWS OF UNIVERSITY PARK HOMEOWNER'S ASSOCIATION**

THIS THIRD AMENDMENT is made this 14th day of August 2025 (the "Effective Date").

RECITALS

University Park Homeowner's Association, a Colorado nonprofit corporation ("Association"), certifies that:

WHEREAS, the Association desires to amend the Bylaws to revise the permissible means of voting; and

WHEREAS, the provision set forth in this Third Amendment ("Third Amendment") amends and supplements the provision set forth in the existing Bylaws; and

WHEREAS, the Bylaws may be amended pursuant to Article VII, which states, "These Bylaws may be amended by the Directors at a duly constituted meeting of the Directors for such purpose. . ."; and

WHEREAS, the undersigned, as President of the Association, certifies that at least a majority of the members of the Board of Directors voted to approve this Third Amendment at a duly constituted meeting.

NOW THEREFORE,

I. Amendment. The Bylaws are hereby amended as follows:

(a) Repeal and Replacement. Article II, Section 2 is hereby repealed in its entirety and replaced with the following:

2. Voting.

(a) Each membership shall have the vote(s) appurtenant thereto as described in the Declaration. When more than one person holds the membership, they shall appoint one of their co-members as proxy to cast the vote for that membership. Such vote shall be cast as the Owners thereof agree, but in no event shall more than one vote per question be cast with respect to any one membership. If the co-members cannot agree as to the manner in which their vote should be cast when called upon to vote, then they will be treated as having abstained.

(b) Secret ballots must be used when required by law.

(c) All other voting may be by voice, by show of hands, by consent, by mail, by electronic means, by proxy, by written ballot, or as otherwise determined by the Board of Directors prior to the meeting or by a majority of the Members present at a meeting.

(b) Repeal and Replacement. Article III, Section 3 is hereby repealed in its entirety and replaced with the following:

3. Annual Meeting. The annual meeting of the Members of the Association shall be held on such date and time as the Board may decide. At such meeting, there shall be either an election of directors to fill expiring seats or if conducted by electronic means as permitted above, the announcement of the newly elected members to the Board of Directors. The Members may also transact such other business of the Association as may properly come before them.

(c) Repeal and Replacement. Article IV, Section 1 is hereby repealed in its entirety and replaced with the following:

1. Number and Qualification. The affairs of the Association shall be governed by a Board of Directors which shall consist of seven (7) members. To be eligible to be a member of the Board of Directors, a person must be an Owner.

(d) Repeal and Replacement. Article IV, Section 4 is hereby repealed in its entirety and replaced with the following:

4. Election, Term of Office and Compensation.

(a) Except as is otherwise provided by these Bylaws, the Directors shall hold office for a term of three years or until their successors have been elected and hold their first meeting. The terms of the Directors shall be staggered with two Directors being elected in one year, two Directors elected the following year and three Directors elected the final year of the rotation. No Director shall be entitled to receive any compensation for the performance of his duties, but shall be entitled to reimbursement for reasonable and necessary expenses incurred by him for the benefit of the Association. The Association may conduct elections of Directors by mail, by e-vote, at a meeting, as otherwise permitted by these Bylaws, or Colorado law, in its sole discretion. Members or their proxies may cast, in respect to each vacancy, as many votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted.

(b) A nominating committee shall be appointed by the Board of Directors at least three (3) months prior to each annual meeting of the Members, to serve until the close of the annual meeting. The nominating committee shall consist of a chairperson, who shall be a member of the Board of Directors, and two or more Members of the Association. No member of the nominating committee shall be allowed to become a candidate for election to the Board of Directors during any fiscal year they are a committee member. The duties of the nominating committee are:

- (1) To receive all applications for the Board of Directors;
- and
- (2) To approve all applications of qualified Members as specified in Section 4.2; and

(3) If necessary to have a total number of applicants at least as great as the number of vacancies that are to be filled, to recruit applicants; and

(4) To conduct a candidate forum for Members to meet the candidates prior to any contested election.

II. No Other Amendments. Except as amended by the terms of this Third Amendment and previous amendments, the Bylaws shall remain in full force and effect.

IN WITNESS WHEREOF, this Third Amendment is executed by the undersigned.

UNIVERSITY PARK HOMEOWNER'S ASSOCIATION, a
Colorado nonprofit corporation

By:

President


David Mordant