

**FOREST PARK ESTATES CONDOMINIUM ASSOCIATION, INC.  
AMENDMENT TO INSPECTION AND COPYING POLICY**

**PURPOSE:**

Pursuant to the authority granted by the By-Laws of the Forest Park Estates Condominium Association, Inc. (the "Association") the Board of Directors hereby adopts Amendment to its Inspection and Copying Policy with the specific intent of compliance with C.R.S. Section 38-33.3-317 and to ensure protections for homeowners' right to inspect and copy Association documents consistent with the statute.

**POLICY:**

Notwithstanding any prior Policies of the Association, provisions of the Forest Park Estates Condominium Declaration, the Association By-Laws, or any other governing document of the Association, the Board of Directors amends its Inspection and Copying Policy as set forth herein. In the event of any conflict between Policies of the Association, provisions of the Forest Park Estates Condominium Declaration, or any other governing document of the Association, the provisions of this Amendment shall prevail.

1. In addition to any records specifically defined in any prior Policies of the Association, provisions of the Forest Park Estates Condominium Declaration, the Association By-Laws, any other governing document of the Association, or expressly required by C.R.S. Section 38-33.3-209.4 (2), the Association must maintain the following:

- a. Detailed records of receipts and expenditures affecting the operation and administration of the Association;
- b. Records of claims for construction defects and amounts received pursuant to settlement of those claims;
- c. Minutes of all meetings of the Unit Owners and Board of Directors, a record of all actions taken by the Unit Owners or Board of Directors without a meeting, and a record of all actions taken by any committee of the Board of Directors;
- d. Written communications among, and the votes cast by, Board of Directors members that are:
  - (I) Directly related to an action taken by the board without a meeting pursuant to C.R.S. Section 7-128-202; or
  - (II) Directly related to an action taken by the Board of Directors without a meeting pursuant to the Association's bylaws;
- e. The names of Unit Owners in a form that permits preparation of a list of the names of all Unit Owners and the physical mailing addresses at which the Association communicates with them, showing the number of votes each Unit Owner is entitled to vote;
- f. The Association's current Declaration, Covenants, By-Laws, Articles of Incorporation, and policies adopted by the Board of Directors;

- g. Financial statements as described in C.R.S. Section 7-136-106 for the past three years and tax returns of the Association for the past seven years, to the extent available;
- h. A list of the names, electronic mail addresses, and physical mailing addresses of its current Board of Directors members and officers;
- i. A list of the current amounts of all unique and extraordinary fees, assessments, and expenses that are chargeable by the Association in connection with the purchase or sale of a Unit and are not paid for through assessments, including transfer fees, record change fees, and the charge for a status letter or statement of assessments due;
- j. All documents included in the Association's annual disclosures made pursuant to C.R.S. Section 38-33.3-209.4;
- k. The Association's most recent annual report delivered to the secretary of state, if any;
- l. Financial records sufficiently detailed to enable the Association to comply with C.R.S. Section 38-33.3-316 (8) concerning statements of unpaid assessments;
- m. The Association's most recent reserve study, if any;
- n. Current written contracts to which the Association is a party and contracts for work performed for the Association within the immediately preceding two years;
- o. Records of Board of Directors or committee actions to approve or deny any requests for design or architectural approval from Unit Owners;
- p. Ballots, proxies, and other records related to voting by Unit Owners for one year after the election, action, or vote to which they relate;
- q. Resolutions adopted by its Board of Directors relating to the characteristics, qualifications, rights, limitations, and obligations of members or any class or category of members; and
- r. All written communications within the past three years to all Unit Owners generally as Unit Owners.

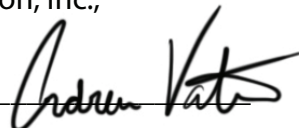
2. The Association may impose a reasonable charge, which may be collected in advance and may cover the costs of labor and material, for copies of Association records. The charge may not exceed the estimated cost of production and reproduction of the records, including the costs of copying, mailing, and any necessary special processing.

**ADOPTION:**

The undersigned hereby certifies that the foregoing Amendment to Inspection and Copying Policy was duly adopted by the Board of Directors of the Forest Park Condominium Association, Inc. on \_\_December 10th\_\_\_\_\_, 2022.

Forest Park Condominium Association, Inc.,  
A Colorado non-profit corporation,

By:\_\_\_Andrew Valentine\_\_\_\_\_



Its:\_\_\_FPE HOA President\_\_\_\_\_