

**RESOLUTION  
OF THE  
NORTHPARK HOMEOWNERS ASSOCIATION, INC.  
REGARDING COMMUNITY MAILBOX REPAIRS/REPLACEMENTS**

**SUBJECT:** Adoption of a policy and procedure regarding repairs and replacements of community mailbox units in Northpark.

**PURPOSE:** To adopt a policy and procedure to be followed when a community mailbox unit requires repairs or replacement.

**AUTHORITY:** The Declaration, Bylaws, Articles of Incorporation of the Association, and Colorado law.

**EFFECTIVE**

**DATE:** February 10, 2014

**RESOLUTION:** The Association hereby adopts the following policy and procedure regarding repairs and replacement of community mailbox units.

1. Community Mailbox Unit Repairs. Residents shall be responsible for either contracting with the U.S. Post Office for repairs to their individual box in their CBU or they may make the necessary repairs themselves.
2. Community Mailbox Unit Replacement. At such time as either the Board or the U.S. Postal Service determines that a CBU is in need of replacement, the Association shall coordinate with the U.S. Post Office for the replacement of such unit.
2. Definitions.
  - (a) "Association" means the Northpark Homeowners Association, Inc.
  - (b) "Board" means the Association's Board of Directors.
  - (c) "CBU" means the community mailbox units that are installed within the boundaries of the Northpark subdivision.
  - (d) "Resident" means an owner of a home in Northpark Homeowners Association, Inc.
3. Review of Policy. The Board shall review this Policy and the procedures contained herein periodically to determine whether any provisions or amendments to this Policy are necessary or warranted.
4. Definitions. Unless otherwise defined in this Resolution, initially capitalized or terms defined in the Declaration shall have the same meaning herein.
8. Supplement to Law. The provisions of the Resolution shall be in addition to and in supplement of the terms and provisions of the Declaration and the law of the State of Colorado governing the Project.
9. Deviations. The Board may deviate from the procedures set forth in this Resolution if in its

sole discretion such deviation is reasonable under the circumstances.

10. Amendment. This procedure may be amended from time to time by the Board of Directors.

**PRESIDENT'S**

**CERTIFICATION:** The undersigned, being the President of Northpark Homeowners Association, Inc., a Colorado nonprofit corporation, certifies that the foregoing Resolution was adopted by the Board of Directors at a duly called and held meeting of the Board of Directors on February 10, 2014 and in witness thereof, the undersigned has subscribed his/her name.

**Northpark Homeowners Association, Inc.**

a Colorado nonprofit corporation

By: *Jeri Goldstein*  
President