

**TrailMark Homeowners Association
Board of Directors Meeting Minutes
July 14, 2011**

Homeowners Open Forum – 6:30pm Homeowners Open Forum is held prior to each Board Meeting to allow owners an opportunity to voice their opinions, compliments, concerns or issues as they relate to the Association.

Presentation – 6:45pm Councilwoman Debbie Brinkman, from the City of Littleton, was in attendance to discuss the ISO Ratings with the attending homeowners.

Establish a Quorum / Call to Order

The regular monthly Board of Directors meeting was held on Thursday, July 14, 2011 at the TrailMark Learning Center located on the property at 9743 S. Carr Way, Littleton Colorado. The meeting was called to order at 7:45pm. A quorum was established. Present Board members were Karen Millspaugh, Mike McMahon, Lesa Rangel, Wayne Lupton and Doug Filter. Also present was Tina Lamar, Association Manager from Colorado Management & Associates, Inc.

Management Report

- 1. Ratify Action without a meeting:** A motion was duly made, seconded and unanimously carried to approve the following email votes:
 - Approved – Smart Controller – Westtrack monitoring 1 year service agreement
 - Approved – 9752 W Athens – request for temporary dumpster & port-a-potty
 - Approved – no street parking enforcement
 - Approved – ISO Rating & Postcard to owners
 - Approved – Homeowner request to continue payment agreement (legal)
 - Approved – Prairie Dog extermination proposal
 - Approved – Drip lines to trees along TrailMark Blvd.
 - Approved – Colorado Lifestyle Bids – Drip lines added, valve removal
 - Approved - Purchase of garage sale sign
- 2. Declaration Amendment:** The Board announced that they had received 250 approvals and needed an additional 286 approvals for the updated amendment to pass. Attending homeowners had both pro and con statements for the amendment.
- 3. ISO Ratings –** This subject was discussed during the presentation prior to the meeting.
- 4. Sheds – City and Owner Issues –** Tina updated the Board that she had discussed the shed letters being sent to some homeowners with Pam Hall from the City of Littleton. It has been determined that the City's issues with the individual owners' sheds are outside the Association's scope of assistance. The Association has agreed to add additional suggestions regarding sheds and City requirements when the new updated the design guidelines have been completed.
- 5. Newsletter Increase –** There is a meeting scheduled for this month. Following this meeting the Board will be provided an update.
- 6. DRC Process Update –** The DRC Committee Chair, two Board of Directors members and the Colorado Management & Associates Manager (CMA) met to discuss how to improve the current process. It was determined that CMA would purchase a color scanner so that all applications could be sent to the DRC in color. A calendar of meetings and deadlines will be created so that all involved in the process are working with the same expectations. This information will also be uploaded to the website for owners.
- 7. Star Canyon Patio / Condo Fence –** The Board is working on a paint agreement with both sub associations.
- 8. Social Committee – 2nd Concert volunteers –** It was announced that anyone willing to volunteer to assist with the concert in the park should arrive at the park around 3:00pm to help set up tents.

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- 9. Trash / Recycling – postcard** – Tina informed the Board that during the property drives most of the owners would be considered in violation of the trash / recycling rule. So as a courtesy she requested and received approval to send each homeowner the discounted trash container postcards prior to sending out courtesy/violation notices.
- 10. Insurance – Backflows** – Tina informed the Board that all of the Association backflows were covered for theft by the HOA insurance.
- 11. TrailMark Metro update** – Sherm Steed, TMMD Director, announced that the Metro District was putting an aeration system in the lake to solve the algae problem and it should be completed within the next two weeks.
- 12. Weeds on the Shea Property-** Mike McMahon said that he had called John Kilrow at Shea to get the weeds mowed. Sherm Steed suggested that our Management Company call the City to get Shea to have them mowed.

Financials

The monthly financials were included in the Board packet for review. The Finance Committee approved the July 2011 financials. A motion was duly made, seconded and unanimously carried to approve the July 2011 financials. The attorney delinquency report was provided to the Board for review.

Adjournment

There being no further business to discuss, the meeting was adjourned at 8:45 pm.

Executive Session – none

**Tina Lamar, CMCA, AMS
Colorado Management & Associates
13900 E. Harvard Ave. Suite 330
Aurora, CO 80014
Office: 303-468 - 3746
Fax: 720-748-3021**