

TRAILMARK HOMEOWNERS ASSOCIATION, INC.

Board Meeting Minutes

July 8, 2015

Roll Call/Called to Order

Board of Directors:

Sandra Farish - Present
Sally Janssen - Present
Amy Stuart - Present
Kim Longbrake - Present
Frank Melara – Present

Val Ivan with Colorado Management was also present.

The meeting was called to order at 6:30 p.m.

Homeowner Open Forum

- Owners Mike R. and Linda F., speaking on behalf of several residents, shared information they found pertinent to the activities of the Board. The residents had met with the City Manager and City Councilwoman, Debbie Brinkman, and following that meeting spoke to the HOA president after the May HOA meeting. That original information was presented publicly during open comments. The content presented during the meeting is consistent with that already confirmed by the Board and currently posted on the HOA website and HOA Facebook site.
- Owner John asked what the HOA's policy for special assessments was. Board members responded that they would obtain the specific information and send it to him.
- Owner Tim voiced concern over the speed of covenant enforcement regarding signs being placed in front yards. The board and management agreed that there was initial confusion regarding whether these signs fell under the protection of "political signs". They did not, and a message regarding allowed signage has been posted to both the website and the newsletter for clarification, going forward.
- Owner Sherm stated that he has a lot of leftover popsicles from the 4th of July and he will bring them to the next concert in the park.

Minutes Approval

The May 14th minutes were approved via email to be posted on the community website following the May meeting.

Management Report

Val reviewed the management report with the Board of Directors. A copy is attached and made a part hereof.

The Board reviewed the work order report.

Val provided the covenant enforcement report for the Board to review.

Committee Reports

Architectural – Sally stated that the board and management have identified a number of homes that are in need of painting. We have sent notices to those homes in order to give them time to coordinate colors and painters prior to the September 30th deadline. The DRC is seeing a large number of submittal requests for items such as painting, landscape improvements and decks.

Common Area – Common Area Committee Chair Rick gave a brief summary and provided a handout for some of the ongoing and upcoming projects. He stated that new plants to replace those recently torn out along TrailMark Parkway are in the works but that weather has delayed planting. Committee member Lesa stated that one of the Common Area Committee members will be doing a walk-through with the landscape company to ensure that all the necessary plantings will be installed.

- a) The gate at Danzig has a utility cover that needs to be re-built. The hardware also needs replacement
- b) The large monument at Flower needs stone added and mortar rebuilt on at top. The smaller monument at Belfast St. needs green graffiti removed
- c) The brick wall behind the last house at the South Everett cul-de-sac needs to be re-built
- d) The Port-O-Let cover will be finished at the playground within the next two weeks. Weather has delayed this project, but it will continue moving forward as weather permits. A handicap sized Port-O-Let needs to be placed on the cover and be serviced weekly during the summer, less during the fall/winter months.

Communication – Communications committee chair Linda J. was not in attendance, however she has been diligently updating the Trailmark HOA Facebook page and Community Website. There has been a delay in the publishing of the recent newsletter due to editor absence and the board is working on potential options if needed.

Covenant Enforcement – The community is regularly patrolled by management for governing document infractions. These may include, but are not limited to, items such as; weeds, dying grass, patches in grass, trash cans left on curbs too long, trash cans stored in view, peeling or fading paint/trim, oil stains, crumbling driveways, recreational vehicles/boats, debris, front patio storage.

Financial – Financial committee chair Lesa reviewed the recently obtained 30-year Reserve Study. The major expense items include the perimeter fencing and irrigation. It was mentioned that reserve specialist may have been very conservative when factoring in the life of the irrigation system and needed repairs. There is some uncertainty regarding the responsibility of the common area sidewalks and management is to obtain clarity from the City of Littleton.

Owner and TMMD Director Cathy asked that the latest version of the Reserve Study be shared with the TMMD Board ASAP, since fence replacement is a shared cost between TMMD and HOA.

Safety – Safety committee chair Jim gave a presentation about current Safety committee topics. Residents have voiced concerns to the safety committee that there are people parking their vehicles by the entrance to Dover in order to access the pond, which is creating a dangerous line of sight issue. The Safety committee is talking with the City of Littleton regarding the potential installation of No Parking Signs to be installed by the City, if approved by the HOA board.

It was also mentioned that the entrance to Everett may have the same issue. The Safety committee will review this and make recommendations. There is also an unmarked four-way intersection at Johnson Way and Johnson Street that is of concern due to drivers speeding through as well as concerns regarding the intersection of Holland and Finland. The city would need to conduct a traffic study to ascertain if two-way or four-way signage should be added or what the options are for these intersections.

Social – There are two more concert events sponsored by the community this summer. They are scheduled as follows:

Jul 19: Wendy Woo

Aug 30: Coverado

Old Business

Reserve Fund Policy - The Board reviewed the Declaration Amendment to alter the Declarations so that there are more options to invest reserve monies for increased interest. The HOA will need 67% of owners to approve. Owner Jacque and another owner stated their concerns regarding the verbiage difference for the explanation between the first mailing and the second mailing. Management is to review these concerns and obtain a legal opinion if necessary.

Fence Proposals - The Board and Management are working on looking at all options and costs for the perimeter fencing. The Reserve Study has slated the cost for this replacement at roughly \$1.5 million. This cost will be split between Trailmark HOA and the Metro District and is slated to be completed from 2022-2025.

Pool Discussion – Previously, the HOA board was researching the feasibility of a community pool. The HOA Board was planning to obtain schematic designs to gauge what adding a community pool would entail. The board was recently made aware that the City of Littleton is actively working to develop a City Wide Parks and Recreation Plan for all of Littleton. Therefore the HOA Board has placed any further activity regarding a pool on hold, pending the outcome of Littleton’s efforts. The HOA has not used any community funds towards this topic to date.

Financial Report

Val reviewed the financial status and the operating accounts, reserve accounts and delinquency totals with the Board.

Adjournment

There being no further business, Frank moved to approve adjournment of the meeting. Sally seconded; motion carried unanimously and the meeting adjourned at 8:23 p.m.

Respectfully submitted,

Val Ivan
Recording Secretary

Approved

Date