

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK HOMEOWNERS ASSOCIATION HELD SEPTEMBER 12, 2019

A regular meeting of the Board of Directors of the TrailMark Homeowners Association (referred to hereafter as "Board") was held on Thursday, September 12, 2019 at 7:00 p.m., at Littleton Fire Station #19, 8490 TrailMark Parkway, Littleton, CO. This meeting was open to the public.

ATTENDANCE The regular meeting of the Board of Directors of the TrailMark Homeowners Association was called and held, as shown, in accordance with Colorado law. The following directors were present:

Sally Janssen – President
Amy Howard – Vice President
Mary Kreeger- Secretary
Michael Day - Treasurer

Director Gritzmaker was absent and her absence was excused.

Also present were:
Angie Kelly; Community Resource Services
Susie Ellis; Community Preservation Specialists

CALL TO ORDER Director Janssen called the meeting to order at 7:33 p.m.

APPROVAL OF MINUTES Minutes: The minutes of the July 11, 2019 Board meeting were reviewed. Upon a motion by Director Kreeger and a second by Director Day, the Board voted unanimously to approve said minutes.

MANAGEMENT ITEMS Management Report: Mr. Kelly reviewed the report and noted the recycle survey that was presented online for residents. The residents voted ½ and ½ to either increase dues to pay for the surcharge on recycling or decrease service to once every other week. Ms. Kelly reminded everyone that the annual meeting is coming up and asked that people collect proxies or send back proxies so the HOA can hit quorum for the meeting.

Covenant Report: Ms. Ellis presented the Covenant Report to the Board. Violations were reviewed, noting the DRC violations are the largest number of violations given out.

Work Order Report: The Board reviewed the work order report included with the meeting packet. No action was needed.

Design Review Report: The Board reviewed the DRC report included in the packet. No action was needed.

COMMITTEE Design Review Committee: Director Janssen noted that a door standard had

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been shared with the Board but given the recent hearing, more discussion should be had the DRC regarding these standards. An updated version will be given back to the Board later. Director Janssen outlined how many cases the DRC had, how many site visits they had made, and how many homeowner meetings they had conducted over the past couple months. The question was raised about Trex fencing and if was now allowed, given the large replacement project of the HOA fences. Director Janssen indicated it was allowed but still needed DRC approval and the only color allowed is the color installed in the neighborhood already.

Common Area Committee/Landscape Committee: Mr. Handley outlined the median project this year. The first neighborhood median will be prepped this year and planted early spring. The CAC is also working on getting a few other medians completed next year. A full plan for renovation will be developed. Mr. Handley also noted that 4 trees will be planted this fall to replace some that have died.

Communication/Website/Newsletter Committee: Ms. Handley noted that the newsletter has been going out monthly. Also, of note is that someone broke the bulletin board where the newsletters are posted. It appeared that someone tried to pry it open to put their own advertisement in there. This is not a public posting place for advertisements; it is solely for the committee to post neighborhood news. SSPR has been notified to fix the bulletin board.

Finance Committee: A draft budget was shared with the Board and will be reviewed later in the meeting.

Social Committee: Upcoming events were outlined: corn maze, 5k, and holiday event at the Botanic Gardens.

NEW BUSINESS

Entry Door/Service Door Standards: As noted previously, this will be tabled until DRC has further discussion.

Annual Meeting Documents: These are presented for review but no action is needed. They will be mailed early October.

Draft Annual Budget: Ms. Kelly reviewed the draft annual budget as prepared by the Finance Committee. The Board was asked to review and share changes/questions they might have prior to the November budget ratification.

Christmas Light Professional Proposal: Ms. Kelly noted that they had left off material and was waiting for an updated bid. This item is tabled.

Snow Removal Proposal: Ms. Kelly noted the prices had gone up slightly from Mountain High Lawn and Landscape but suggested the Board approve the bid. Should another landscaping contractor be chosen, the contract can be terminated for a new provider.

OLD BUSINESS

Project Policy: This item was tabled as no feedback had been provided by the Board regarding changes/suggestions.

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FINANCIAL ITEMS

Delinquency Report: Ms. Kelly reviewed the report. No action needed.

Financial Reports: Ms. Kelly reviewed the financial report as of August 31, 2019. Upon a motion by Director Howard, and seconded by Director Day, a vote was taken and the financials were accepted.

HOMEOWNER FORUM

A homeowner inquired about the Shea property. There have been no developments that the Board is aware of. However, another resident noted that they know of a bid that was submitted but Shea indicated to that bidder that they are not looking to sell at this point.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Howard, seconded by Director Kreeger, and passed unanimously, the meeting was adjourned at 8:39 p.m.

Respectfully submitted,

Secretary for the Meeting

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