

**TrailMark Homeowners Association  
Board of Directors Meeting Minutes  
July 12, 2012**

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**Homeowners Open Forum – 6:30 PM** 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. There were 9 homeowners in attendance.

**Establish a Quorum / Call to Order**

The regular monthly Board of Directors meeting was held on Thursday July 12, 2012 at the TrailMark Learning Center located on the property at 9743 S. Carr Way, Littleton Colorado. The meeting was called to order at 6:38 PM. A quorum was established. Present Board members were Karen Millspaugh, Lesa Rangel and Jason Sporer. Absent Board member was Wayne Lupton. Also present was Natasha Henricks, Association Manager from Colorado Management & Associates, Inc.

**Management Report**

**Management Report:** Natasha reviewed the management report. A copy is attached and made a part hereof.

**Work Order Report:** The Board reviewed the work order report.

**Ratify Email Votes:** *A motion was duly made, seconded and unanimously carried to ratify the following action without a meeting vote:*

- Approved – 2012 May Meeting Minutes
- Approved – July 4<sup>th</sup> Bike Parade/Balloon Animals \$600.00
- Approved – Mountain High Lawn, Tree/Plant Removal \$336.00

**Committee Reports**

**Covenant Enforcement-** Updated report was given to the Board for violations.

**Old Business**

- 1. Declaration Amendment / Investment Policy:** Lesa Rangel presented. Updated Policy would allow funds to be held in investments that are FDIC insured and/or guaranteed by the US Government). Signatures from two-thirds of the community are necessary to approve revision.
- 2. Energy Efficiency Policy (Windmill Policy):** The Board reviewed the revised Energy Efficiency Policy provided by legal based on the City of Littleton regulations. The Board agreed that the policy is not necessary and regulations will be added to the TrailMark Design Guidelines.
- 3. Mailbox Paint Project:** Natasha Henricks informed the Board that she is working with the postal office to get approval for painting the top section of each kiosk. The Board has requested Management obtain another bid due to the decline from First Choice Property Services to bid the project in its entirety.
- 4. Recreational Vehicle Policy Discussion:** Natasha Henricks reported that she is in the process of researching recreational vehicle policies for communities surrounding reservoirs in the State of Colorado. Tabled.
- 5. Website Agreement:** Jason Sporer presented. The Metro District requested one change be made to the agreement. Jason Sporer will make the change and forward to the Metro District for review/approval.

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**New Business**

- 1. Declaration Amendment/Covenant Enforcement Policy-** Natasha Henricks presented. Management has contacted legal counsel to explore options for revision to the Covenant Enforcement Policy. Suggested changes would include the warning letter be replaced with a courtesy notice to all homeowners that are in violation of the rules and regulations in the community.
- 2. Denver Water Easement Agreement-** Management provided the Board with a copy of the Denver Water Easement Agreement. The easement Denver Water is requesting will be utilized for a vent pipe to run underground from the vault with a vent surfacing around the trees at the north end of the proposed easement. The Board agreed more information is required before making a decision.
- 3. Common Area Trash Receptacles-** Lesa Rangel motioned and Karen Millspaugh seconded to approve the purchase of 12 Common Area Trash Receptacles with lids for \$1,300.00. Motion passed unanimously.
- 4. Resignation from Board Member-** Michael G. McMahon resigned from the Board of Directors effective July 11, 2012. Karen Millspaugh motioned and Lesa Rangel seconded to appoint Sally Janssen to the Board of Directors for the remainder of the term. Motion passed unanimously.

**Financials**

The monthly financials were included in the Board packet for review. The Financial Committee approved the financials contingent on the 2 social committee expense reclassifications.

**Adjournment**

With no other business to discuss, the meeting was adjourned at 7:36 PM.

**Executive Session – none**

**Natasha Henricks  
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