

**MINUTES OF THE ANNUAL MEETING OF THE MEMBERS  
OF THE TRAILMARK HOMEOWNERS ASSOCIATION  
NOVEMBER 14, 2019**

The annual meeting of the Members of the TrailMark Homeowners Association was held on Thursday, November 14, 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 annual meeting of the Members of the TrailMark Homeowners Association was called and held, as shown, in accordance with Colorado law. The following directors were present:

Sally Janssen – President  
Michael Day – Treasurer  
Mary Kreeger – Secretary  
Amy Howard – Vice President  
Kim Gritzmaker – Member at Large

Also present were:

Angie Kelly; Community Resource Services  
Cathy Noon; Community Resource Services  
Susie Ellis; Community Preservation Specialists

**CALL TO ORDER**

Director Janssen called the meeting to order at 7:35 p.m. A quorum was established with 138 homeowners present in person or by proxy. A motion was made by Director Kreeger to approve the agenda as presented. Upon a second, by Director Howard, a vote was taken and the motion carried unanimously.

**PROOF OF NOTICE**

Proof of notice is on file in the management office. Notices were mailed to homeowners on October 14, 2019.

**MINUTES APPROVAL**

A motion to approve the November 9, 2018 Annual Meeting Minutes as presented was made by Director Howard and was seconded by Director Gritzmaker. The motion carried unanimously.

**BUDGET**

Ms. Kelly reviewed the 2019 expenses as of October 31, 2019 and status of TrailMark HOA accounts. The 2020 Budget was reviewed. There was an opportunity for homeowner questions. Sherman Steed noted he felt the Common Area budget should be increased by \$10,000 this year to allow projects to be completed. In order for the budget to not be ratified there would need to be a majority of homeowners rejecting the budget. There were not a majority of homeowners in attendance to reject, thus the budget was ratified.

**ELECTION**

There were 2 positions vacant for election. Michael Day and Kim Gritzmaker are both leaving the Board. There were 3 candidates prior to the meeting and no nominations were made from the floor. Candidates for the Board were Ken Colaizzi, William Kuenning, and Frank Melara. Both Ken and William were present and both addressed the homeowners at the meeting. Ms. Kelly introduced Frank

Melara as he was absent from the meeting. The attending homeowners voted via written, secret ballot. Ms. Kelly, Ms. Noon, and two homeowners counted ballots. The decision was rendered in that Mr. Colaizzi and Mr. Kuenning were elected to serve on the Board for 2-year terms.

## **NEW BUSINESS**

2019 Covenant Review: Ms. Ellis reviewed the 2019 covenant cases and common issues that are present among the neighborhood.

### Committee Reports:

DRC – Director Janssen reviewed the DRC items for 2019.

CAC – Mr. Handley reviewed the Common Area Committee items for 2019 and upcoming 2020 work.

Communication – Ms. Jagiello reviewed the 2019 work by the committee.

Finance Committee – Ms. Farish reviewed the preparation of the 2020 budget.

Social Committee – Ms. Hickman reviewed the events in 2019 that the social committee executed. Also discussed was the upcoming Holiday event at the Botanic Gardens with Santa.

Discussion Regarding Recycling Services: Ms. Kelly outlined the additional charges for recycling due to the international recycling issues. A quick, informal poll was taken on social media to ask the homeowners how they felt about recycling: should it be reduced to every other week or could dues be increased to keep it weekly? The answers were split 50/50. The 2020 budget was created with the increased cost built in and the dues remained the same. This may not continue, but for now the recycling will remain as is.

Discussion Regarding Fine Policy: Director Janssen outlined the needed changes to the fine policy. Homeowners are completing exterior projects at their home without DRC approval. This is against the covenants of the community and becoming a concern to the DRC and the Board. Therefore, there is discussion regarding the increase to this fine, for completing work without DRC approval as a deterrent for homeowners. This will be discussed at later meetings.

## **HOMEOWNER FORUM**

A question was raised about campers in driveways. A homeowner outlined that he has kept his camper in his driveway for a couple days while preparing for a trip before. This is the first year he was given a violation. It was discussed that the covenants of the community outline this regulation. He asked that the Board consider changing the rules.

## **ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Director Day, seconded by Director Kreeger, and passed unanimously, the meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Secretary for the Meeting