

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK HOMEOWNERS ASSOCIATION HELD MAY 14, 2020

A regular meeting of the Board of Directors of the TrailMark Homeowners Association (referred to hereafter as "Board") was held on Thursday, May 14, 2020 at 7:00 p.m., via zoom. 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
Ken Colaizzi - Treasurer
Bill Kuenning – Member at Large
Mary Kreeger – Secretary

Also present were:
Angie Kelly; Community Resource Services
Susie Ellis; Community Preservation Specialists
Troy Mudgett; LawnCare Solutions

CALL TO ORDER Director Janssen called the meeting to order at 7:03 p.m.

CONTRACTOR - LCS Troy Mudgett, with LawnCare Solutions, was present to review the upcoming season. As a new contractor, LCS wanted to ensure there wasn't anything missed to start the season. Mr. Mudgett outlined irrigation concerns he noticed and reviewed the repaired clocks. Mr. Mudgett also discussed adding tree rings and cutting under the rabbit brush.

APPROVAL OF MINUTES Minutes: The minutes of the March 12, 2020 Board meeting were reviewed. Upon a motion by Director Colaizzi and a second by Director Howard, the Board voted unanimously to approve minutes as presented.

MANAGEMENT ITEMS Management Report: Ms. Kelly reviewed the report and updated the Board about the pending items not addressed on the agenda.

Covenant Report: Ms. Ellis presented the Covenant Report to the Board. Violations were reviewed. Ms. Ellis noted that the largest number of cases were related to DRC items and homeowners doing work without approval. Also, of note is that 2-night inspections have been completed for trash containers out the night before service. Ms. Ellis also explained that she has spent a large volume of time answering emails and phone calls on general items and this keeps violation numbers down because she does not enough time to process violations.

RECORD OF PROCEEDINGS

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 REPORTS

Design Review Committee: Director Janssen noted that the DRC has been very busy with submissions.

Common Area Committee/Landscape Committee: Director Kreeger noted that the CAC is low on volunteers and needs more people. The committee is looking to move forward with the work on the medians; a meeting will be set up with LCS to discuss options. The CAC will also plant on the north side of the entrance to replace the dying plants.

Communication/Website/Newsletter Committee: Linda Jagiello noted nothing major to report. Director Janssen thanked Ms. Jagiello and Director Kuenning for their efforts on the volunteer group to help neighbors during COVID.

Finance Committee: No reported was provided.

Social Committee: Director Howard noted the graduation celebration would be held May 16 with 5 minute time slots for each family.

NEW BUSINESS

Discussion Regarding Reserve Study Draft: Ms. Kelly noted that a draft was delivered of the Reserve Study Update. It was asked that Board members review this draft and present any questions before the next meeting.

Discussion Regarding Wildlife Article: It was noted that perhaps not everyone in the community is familiar with living among wildlife. Director Kuenning felt it would be helpful to publish an article in the newsletter with information about the wildlife found in TrailMark. Director Howard offered to draft an article.

OLD BUSINESS

Discussion Regarding Increased Fines for DRC Non-Compliance: Director Janssen provided a background on this issue; noting that previous homeowners have not applied for DRC approval on purpose because the fine was not enough to deter their desire to complete a project against the regulations. Legal counsel reviewed the proposed changes to the policy and provided minor changes to the document. Director Kreeger moved to approve the increased fine to \$250 for non-compliance with DRC approval and policy as presented. Upon a second, by Director Colaizzi, a vote was taken and the motion carried unanimously.

FINANCIAL ITEMS

Delinquency Report: Ms. Kelly reviewed the report. One homeowner will be sent to collections for nonpayment of dues.

Financial Reports: Ms. Kelly reviewed the financial report as of April 30, 2020. Upon a motion by Director Howard, and seconded by Director Colaizzi, a vote

RECORD OF PROCEEDINGS

was taken and the financials were accepted.

HOMEOWNER FORUM

A homeowner asked about the committee to help with the Shea property and wondered if anything was happening. Director Janssen noted that Shea was looking at developing the property now but any action has slowed due to COVID. It was noted that when the HOA hears from Shea, the committee will be contacted for further action.

A homeowner asked about help from the HOA regarding the parking concerns near the reservoir. It was noted that homeowners had reached out to the City of Littleton to express concern about the large volume of cars and traffic related to the reservoir. While this is not HOA property, the residents are asking for help in communicating with SSPR and Littleton about possible solutions. The Board agreed to lead an effort in getting resolution on this issue. Director Kreeger will head up the process.

A homeowner noted that they feel waiting two week for DRC approval puts a strain on them when wanting to complete projects on the exterior of their home. It was asked how to streamline the process? Possibly creating two groups to consider applications, changing the process entirely, etc. Director Janssen noted that they are always looking for volunteers to join the DRC and offer up ideas for change. Homeowners noted they would reach out to the property manager if they wanted to join the DRC.

A homeowner spoke about her feeling as though there is a lack of transparency about the community. She noted that she would like more information about joining committees and how much time is involved so people can have a better idea as to what they are getting into.

The request for a streamlined DRC process was echoed by another homeowner, particularly about straight forward approvals. The homeowner noted he feels the process is impersonal and bureaucratic.

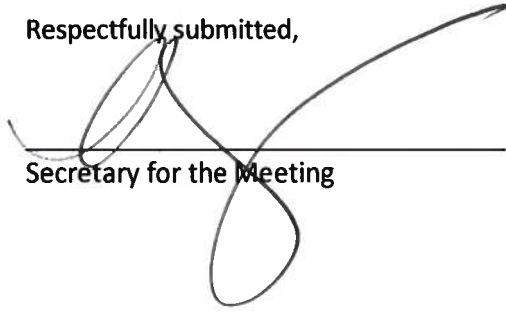
A homeowner noted that she has asked SSPR to pick up the patrolling of the parks to ensure people have correct fishing licenses and are following rules. She noted that it always helps when more people make the same request.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Colaizzi, seconded by Director Howard, and passed unanimously, the meeting was adjourned at 8:46 p.m.

RECORD OF PROCEEDINGS

Respectfully submitted,



A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right, positioned above a horizontal line.

Secretary for the Meeting
