

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK HOMEOWNERS ASSOCIATION HELD SEPTEMBER 10, 2020

A regular meeting of the Board of Directors of the TrailMark Homeowners Association (referred to hereafter as "Board") was held on Thursday, September 10, 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

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

**CONTRACTOR - LCS** Director Janssen reviewed the 2020 median work that had been approved. The HOA is waiting for the template of the median design from LCS. Two medians have been approved and two more are being priced for possible approval.

**APPROVAL OF MINUTES** Minutes: The minutes of the May 14, 2020 Board meeting were reviewed. Upon a motion by Director Colaizzi and a second by Director Kreeger, the Board voted unanimously to approve minutes as presented.

**MANAGEMENT ITEMS** Management Report: Ms. Kelly reviewed the report and noted the updated Shea Homes information, trash service complaints, and fiber digging.

Covenant Report: Ms. Ellis presented the Covenant Report to the Board. Violations were reviewed and it was noted that 290 cases were opened with 253 notices issued.

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

Architectural Report: Director Janssen reviewed the Architectural Report included in the packet and outlined the high volume of requests.

**COMMITTEE REPORTS** Design Review Committee: Director Janssen noted that since the May 14, 2020 meeting the committee has reviewed 94 requests.

Common Area Committee/Landscape Committee: Detector Kreeger outlined the work done by the CAC and noted that the north side of the entrance had been replanted, irrigation had been fixed, and planting had taken place at the Fire Station median. Median work will be approved and start this summer to ensure work takes place in 2020. Further work will be approved for 2021 to

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keep the median projects moving forward.

Communication/Website/Newsletter Committee: It was noted that more requests come in for bear mitigation so possibly more communication is required.

Finance Committee: No reported was provided.

Social Committee: Director Howard noted that the food truck events were taking place, Pirate's Cove was going to move forward, and the concerts are still happening.

## NEW BUSINESS

Discussion Regarding Trash Service Concerns: Service concerns were discussed and possibly bidding the service was reviewed. Ms. Kelly noted that bidding service could mean recycle every other week (not weekly) and a provider needing to be in the neighborhood more than one day a week. An article for the newsletter was discussed about ensuring trash out by 7am and no trash out the night before due to bear activity.

811 Tier-One Registration: Ms. Kelly review the requirement to opt-in or opt-out of the 811 locate system. It was explained that the HOA only has irrigation lines to locate and they do not have tracer wire, so they cannot be exactly located. But, we can hire a company that can give contractors a good idea of where the lines will run. The system will cost money and need to be included in to the budget moving forward. The HOA can also opt-out but then has no recourse should a contractor damage irrigation lines. Upon a motion by Director Colaizzi, and seconded by Director Kreeger, a vote was taken and the Board approved opting-in to the system.

## OLD BUSINESS

Review of Reserve Study Draft: Ms. Kelly noted a couple of concerns about the study and asked that the item be tabled until a revised document can be provided to the Board. Ms. Kelly asked for the Board feedback, should they have any concerns.

Update Regarding Traffic Concerns and Traffic Sign Requests: Director Janssen reviewed this item and noted that a meeting is being scheduled with City of Littleton to present all concerns and requests. These include no outlet signs, 4-way stop signs for removal, parking near the reservoirs, etc.

## 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 June 30, 2020. Upon a motion by Director Colaizzi, and seconded by Director Kuenning, a vote was taken and the financials were accepted.

## HOMEOWNER FORUM

It was asked of the Board for updates regarding bear proof trash cans and SSPR trimming trees and shrubs on their property. Also, it was asked what medians were being addressed as there is concern that all medians up front get done first and the back medians get ignored. Director Kreeger noted that the schedule is to vary the median work to ensure back medians are done in accordance with front medians, to ensure equity. The idea was presented to 'adopt a median' and provide plants, care, etc. There was concern expressed about no parking signs and the unintended consequence of pushing parking to another street in the neighborhood.

A homeowner offered the idea of having an electronic recycling day as many people are cleaning

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out their house during COVID. It was also discussed to have GFL provide a dumpster for this day as well. Ms. Kelly will work on the cost for this idea.

## 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 8:47 p.m.

Respectfully submitted,



Secretary for the Meeting

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