

*Trailhead Townhomes Community Association  
Board of Directors Special Organizational Meeting  
Friday February 26, 2021  
Remote via Zoom due to Covid-19 Restrictions*

**MINUTES**

**Call to Order**

The meeting was called to order at 11:03 am by President Dave Allegre.

Developer / President Dave Allegre appointed owner Sandra Perlmutter to the Board of Directors per the Governing Documents, in lieu of balloting due an uncontested director ballot where the Call for Candidates resulted in only one owner candidate.

The Board appointed owner John Hanna to replace Linda Allegre on the Board per the Governing Documents in lieu of balloting due an uncontested director ballot where the Call for Candidates resulted in only one owner candidate.

**Quorum**

Directors present: President - Dave Allegre, Secretary / Treasurer - Sandy Perlmutter Vice-President - Absent. A quorum is present.

Other present: Michael Bennett – Director of Community Management, Brian Horstman – Director of Finance, Neal Tackett – Operations Manager, Jennifer Kramer – Director of Design Review, John Hanna - Owner

**Election of Officers**

The following officers were elected as follows:

- President, Dave Allegre
- Secretary/Treasurer, Sandy Perlmutter
- Vice-President, John Hanna

**Approval of Minutes – NA**

**Treasurer's Report**

Brian Horstman presented the Treasurer's Report and discussed the 2020 year end surplus of approximately \$10.5K which was rolled over into 2021. Brian also recommended the Board adopt a formal collection policy, similar to that used by SROA.

## **Management Report**

Neal Tackett discussed the major line items in the operating budget for 2021, which included Grounds / Landscape Maintenance, Snow Removal and the need to establish Waste Disposal service as soon as trash dumpster enclosure can be approved, funded and constructed. Neal recommended a 6 yard dumpster from Waste Management to be service once per week.

## **Unfinished Business - none**

## **New Business**

- The Board discussed a 2021 budget revision to add an expense line item for waste disposal. Management recommends a 6 yard receptacle being service once per week at a monthly cost of \$500. The Board approved use of a portion of the 2020 carryover funds to provide service for the remainder of 2021 and will add the estimated cost of \$6,000 annually to the 2022 operating budget.
- Developer Dave Allegre is in the process of obtaining cost estimates for construction of a dumpster enclosure to be located in the area near Phase 2 (south of Trailhead Townhomes). Once the planned enclosure is approved by the Design Review Committee (DRC) and firm cost estimate is obtained, the Board will convene a special meeting to review, discuss and act upon that project.
- The Board approved November 29, 2021 as the next regular open meeting and budget approval session and will meet as needed.

The next regular meeting and 2022 budget approval will be November 29, 2021. All meetings will be held at 11:00 am either via Zoom (telephonically) or in the Community Management Building, 141 Firehouse Road. As Covid 19 restrictions permit.

The meeting was adjourned at 11:53 am.

## **Submitted:**

*Sandy Perlmutter*

Sandy Perlmutter (Mar 2, 2021 06:18 PST)

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**Sandy Perlmutter**  
**Secretary**

**Mar 2, 2021**

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**Date**

# TH.TownHomes.OrgMeeting.Minutes.02.26.202






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Final Audit Report

2021-03-02

Created:	2021-02-26
By:	Michael Bennett (mbennett@suncadia.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAATogKuCDVB5bj5Bib7We8TXd1jWtUxZXu

## "TH.TownHomes.OrgMeeting.Minutes.02.26.2021" History

-  Document created by Michael Bennett (mbennett@suncadia.com)  
2021-02-26 - 11:40:47 PM GMT- IP address: 104.192.204.162
-  Document emailed to Sandy Perlmutter (sperlmutter@gmail.com) for signature  
2021-02-26 - 11:41:30 PM GMT
-  Email viewed by Sandy Perlmutter (sperlmutter@gmail.com)  
2021-02-27 - 3:51:57 AM GMT- IP address: 199.231.246.179
-  Document e-signed by Sandy Perlmutter (sperlmutter@gmail.com)  
Signature Date: 2021-03-02 - 2:18:45 PM GMT - Time Source: server- IP address: 73.254.14.75
-  Agreement completed.  
2021-03-02 - 2:18:45 PM GMT