



TRAVERSE MOUNTAIN  
MASTER ASSOCIATION

# *MEETING MINUTES*

## *Annual Business Meeting of the Board of Directors*

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*Traverse Mountain Master Association  
Thursday, December 8, 2022  
2175 W. Chapel Ridge Rd. – 6:00 P.M. in Grand Hall*

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**About this agenda: Green items were to be voted on. Numbered items include exhibits.  
Blue items were discussed and/or voted on.**

### *Open Session Agenda*

#### **Call to Order**

a) Roll Call / Establish Quorum  
Board of Directors

- i) Dan Reeve (President)
- ii) Mary Garvin (Vice President)
- iii) William Spencer (Chief Financial Officer)

TMMA Staff

- i) Andrew Biesinger: (General Manager)
- ii) Grace Malanga: (Board Secretary)

b) Pledge of Allegiance

c) Review of Standing Rules

d) **Approval of Agenda**

e) **Approval of Minutes**

- 1. **April 21, 2022, Board Meeting Minutes** (done via email)  
**and September 1, 2022, Board Meeting Minutes**

MOTION: William Spencer

SECOND: Dan Reeve

UNANIMOUS APPROVAL

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### *Reports and Presentations*

#### **General Managers Report**

Andrew Biesinger

##### **2. Brief 2022 stats report – key points**

- o Andrew Biesinger
  - o Community Center and Pool
    - Replaced dying pool boiler with much more reliable boiler
    - Gym usage has increased by 2-3 times.
    - Community Center usage is still increasing and nearing its max capacity for room reservations.
  - o Maintenance
    - TM Blvd. 20 year old wood fence replaced from reserves.
    - First time outsourced all mowing, edging, and weeding. Stayed in budget while adding even more areas to maintain this

- year. Lots of positive feedback from homeowners.
  - Compliance & Architectural Review
    - 293 landscaping submittals reviewed by ARC (done in-house at TMMA offices)
    - Most consistent year so far with parking compliance enforcement
    - New sub-division retaining wall compliance project complete for over 20 properties.
  - Community Activities & Events (Events Committee directed by Andrew Lambert)
    - Added 55+ Dinner Activity
    - Added Halloween Costume Party
    - 14 Neighborhood pool parties
    - Easter Egg Hunt (added petting zoo)
    - And 8 other community events
- Vialetto round about retaining wall update
  - Asking for a rough estimate/bid for Verti Blocks, Ready Blocks, and Gabion Baskets.
    - Andrew talked to Matt Brown who said each option would likely be comparable in price. We will be ready to gather bids for a Geotech in early January which the Board will need to vote on.
    - Estimated completion to be Spring/Summer 2023.

## *Association Business*

### Board Action Items (BAI)

3. **BAI 12.08.01 – Adopt 2023 Meeting Schedule**  
 MOTION: William Spencer  
 SECOND: Mary Garvin  
 UNANIMOUS APPROVAL: ALL
  - a. Amend the 2023 Meeting Schedule with the following change:
    - i. Reschedule January Board Meeting from January 19 to January 4, 2023.
4. **BAI 12.08.02 – 2023 Budget (2 versions, one with 8% inflation assessment increase and one without)**  
 MOTION: Mary Garvin  
 SECOND: Dan Reeve  
 UNANIMOUS APPROVAL: ALL
  - a. Approved Budget “4b” which would include keeping clubhouse monthly paydown amount the same.
    - i. Board to re-evaluate potentially doing an assessment increase which should give us a 10%-12% operating buffer, accelerate clubhouse loan payoff, cover cost to increase hours of pool and gym use, and start process of designing next phases of clubhouse extension common area amenity.
5. **BAI 12.08.03 – Modified Kendra Harrington easement request (tabled from last Board Meeting)**  
 MOTION: William Spencer

- SECOND: Mary Garvin  
UNANOU MOUS APPROVAL: ALL  
a. Added – Maintain the property.

Numbers 6–10 are voted on recommendations from the Rules Committee

6. **BAI 12.08.04 – Year-round holiday lighting rule adjustment**  
MOTION: Mary Garvin  
SECOND: Dan Reeve  
UNANOU MOUS APPROVAL: ALL
7. **BAI 12.08.05 – Extend season pool hours through Sept. 30**  
TABLED  
a. Dependent on Assessment Increase
8. **BAI 12.08.06 – Extend Sunday gym hours, 9am to 6pm**  
TABLED  
a. Dependent on Assessment Increase
9. **BAI 12.08.07 – Adjust flag and sign rules**  
TABLED  
a. Legal advice being prepared by HOA Attorney for verbiage and laws
10. **BAI 12.08.08 – Non-resident grand hall rental rate increase and December Grand Hall availability**  
MOTION: Dan Reeve  
SECOND: William Spencer  
UNANOU MOUS APPROVAL: ALL

## New Business

11. **Open discussion on potentially adding a dog park to Traverse**  
Dog Park Donors no longer have the funds available to TMMA. If we choose to add a dog park, it would be funded by TMMA.
12. **Common area purchase request to extend lot in Eagle Summit**  
TABLED  
a. Requesting more information from Homeowners that are requesting the common area purchase.  
b. How much is the Common Area Land worth?
13. **Additional questions from the Board**
  - a. Mary Garvin asked about why some of the homes in her sub-division have lawns poor disrepair?
    - i. TMMA Staff answer: We will revisit our property Compliance enforcement program and make needed adjustments to get caught up in 2023. In 2023 we will add an Office Assistant that will help increase the volume of Compliance work.
  - b. Mary Garvin asked what percentage of account are delinquent?
    - i. TMMA Staff answer: 4.5%
  - c. William asked when will the clubhouse loan be paid off?
    - i. TMMA Staff answer: It can take 3-4 years to pay off the Community Center if we were to increase the pay down amount from \$44k to \$50k which is what we recommend.

## Additional Resources:

### 14. Community governance contacts (for Board Members only)

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#### Open Forum

##### **Resident Participation (30 minutes; 3 minutes per speaker)**

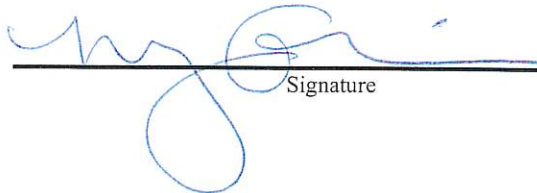
- b) *Requests to speak will be presented by a Member of the Board. Speakers must adhere to the Standing Rules and must refrain from using profanity or verbally attacking individual members of the community, Board, or staff. Issues should be relevant to current Traverse Mountain Master Association issues. The Board President retains the right to curtail or remove the speaker in the event of violation of the Standing Rules.*
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#### Adjournment

MOTION: **Mary Garvin**  
SECOND: **Dan Reeve**  
UNANOUOUS APPROVAL: **ALL**

**Minutes Prepared: Grace Malanga, Board Secretary**

**Board Approval:**



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Signature

1/4/23

Date

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#### Reminders

*The next regularly scheduled meeting of the Traverse Mountain Master Association Board of Directors will be held at 7:00 PM on Thursday, January 19, 2023. The next TMMA Town Hall will be held at 6:00 pm on Thursday, January 19, 2023.*

#### TRAVERSE MOUNTAIN MASTER ASSOCIATION BOARD OF DIRECTORS' MEETING STANDING RULES

1. An open forum will be conducted after the meeting is called to order, and will not exceed thirty (30 minutes).
2. All members who wish to address the Board will complete a "Request to Speak" form, listing their name, address and/or lot #, phone number, and the subject they will be speaking to. The form must be turned in to the President of the Board.
3. Members will be called upon to speak by the President of the Board. When called upon, please state your name and subdivision and lot # for the record. Keep comments brief and to the point. All members will be allowed three (3) minutes to make their comments.
4. Members shall not interrupt the Board during the course of discussion of an agenda item. If you wish to speak to an agenda item, please state so in your Request to Speak and you may be called upon after the Board concludes their deliberation, should your question (s) not be answered during deliberation.
5. Personal attacks directed to the members of the Board of Directors, members of any committee and/or staff will not be tolerated. Any interruption of the Board proceedings will be grounds for removal from the meeting.
6. No use of cell phones or audio pagers in the Board meeting room.

Adopted by the Board of Directors, January 18, 2007

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*Thank you everyone for all you do to make Traverse Mountain a great place to live  
and we hope you have a Happy Holidays! -TMMA Staff*