



TRAVERSE MOUNTAIN
MASTER ASSOCIATION

*Annual Guidelines and Rules Committee
Meeting Minutes*

Traverse Mountain Master Association
Wednesday, October 24, 2019
2175 W. Chapel Ridge Road – 6:00P.M.

1. Meeting called to order at 6:00pm

a) Roll Call

i) Present:

- (1) **Angie Parkin** (District 1: Heather Moor, Hunter Chase and Chapel Bend)
- (2) **Amber Hall** (District 2: Harvest Home and Country Run)
- (3) **Shanley Jaffa** (District 3: Vialetto, Canyon Point, Vista Ridge and La Rinhiera)
- (4) **Kristen Bagley** – Chair (District 4: Shadow Ridge and Woodhaven)
- (5) TBD (District 5: Eagle Summit, Rockwell Estates and Winter Haven)
- (6) **LaDeana Wilke** and **Anna Priday** (District 6: Crossings at Traverse Mountain and Seasons Estates)
- (7) **Danielle Croxton** and **Tina Christensen** (District 7: Townhomes: Cresthaven, Mountain Point Village, Canyon Trail, Seasons and Ridgeview)
- (8) **Zackary Zabriskie**

ii) Absent:

- (1) None

b) Approval of Agenda

- i) MOTION: Amber Almond, SECOND: Kristen Bagley, All in favor.

c) Approval of Minutes –October 18, 2018– Annual Guidelines and Rules Committee Meeting

- i) MOTION: Amber Almond, SECOND: Kristen Bagley, All in favor.

ITEMS OF BUSINESS

1. New Business

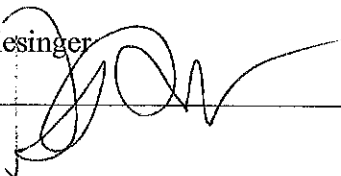
- a) Review of violation report (see Exhibit A). Karl Karren, TMMA General Manager, talked about how the community is getting older and that at the beginning of 2019 we decided to get an early start on compliance to help the community. Wood fencing is especially getting older and was in need of repairs and staining. Over 300 re-stained this year.

- i) Review of compliance enforcement procedure: common violations, letters, fines, timeframes, inspections, etc. Kristen Bagley said that the violation process and letters need to take the weather into account. Committee asked if we can do a pre-notification to give homeowners a heads up before starting compliance. Regarding TMMA compliance inspections, they only go in backyards if they set up an appointment with the homeowner or during a title inspection when the property is being sold. The Committee discussed the idea of having TMMA compliance officers always knock before entering a backyard from here on. LaDeana Wilke asked if we could put the "if you have any questions please contact us" in bold in the violation letters. Karl Karren said we will have a webpage for next year, providing specifics on compliance standards which will be referenced to in each compliance letter. Committee discussed using neighborhood reps more to deliver information and rules for TMMA.
 - (1) Overnight parking and restricted vehicles. Karl Karren said we would have to amend the Master Declaration to change the parking rule. All Committee Members still agree with the current parking rules.
 - (2) Rear yard maintenance: backyard landscape, interior fence staining. Committee discussed that rear yard maintenance should only be inspected upon title inspections, a neighbor complaint or if visible to the public.
 - (3) Holiday lights timeline. Committee discussed changing this to now be from October 1st through February 28th and can start turning the holiday lights on as early as the day after Thanksgiving. Fines to increase from \$10 to \$50 so people don't leave them up year round.
 - (4) Exterior house painting. Karl Karren will hire a consultant for color palette. Kristen Bagley thinks we need to have a separate color palette for each subdivision. Committee to define house painting guidelines for homes needing exterior painting maintenance.
 - b) Review of Community Center and Pool report (see Exhibit B)
 - i) Review of
 - (1) Grand Hall reservation rates
 - (2) Fitness room age restriction
2. Adjournment
- a) MOTION to end meeting: Amber Almond, SECOND: LaDeana Wilke. All in favor.

Meeting adjourned at 7:30pm

a) Minutes prepared by: Andrew Biesinger

b) Minutes approved by: Signature



Date



TRAVERSE MOUNTAIN MASTER ASSOCIATION
 CLUBHOUSE/POOL
 2020 DRAFT
 YEAR TO DATE 9/30/19

REVENUE	2020	2019	YEAR TO DATE 9/30/19
Operating account contribution	292,000	292,000	292,005
2019 remaining balance	35,000	35,000	35,000
Grand Hall/Guest passes	38,000	38,000	36,721
Fitness Classes/Activities	3,200	3,200	4,402
Pool Supplies (diapers, goggles, caps)	2,000	2,000	1,694
Swim Lessons/Team	25,000	25,000	24,729
Clubhouse Concessions	4,000	4,000	9,425
TOTAL REVENUE	399,200	399,200	403,976

EXPENSES	2020	2019	YEAR TO DATE 9/30/19
BUILDING OPERATIONS			
Janitorial	39,000	39,000	32,224
Power/Water/Sewer-Lehi City	40,000	40,000	31,559
Gas	22,000	22,000	16,132
Phone	9,000	9,000	7,088
Insurance	3,500	0	3,025
Clubhouse IT/Software	5,000	5,000	5,820
Clubhouse Maintenance	8,000	8,000	10,014
Monitoring	3,500	3,500	2,797
TOTAL BUILDING OPERATIONS	130,000	126,500	108,659

POOL OPERATIONS	2020	2019	YEAR TO DATE 9/30/19
Chemicals	16,000	11,000	16,770
Uniforms	8,000	8,000	6,237
Equipment/ Service	12,000	12,000	19,221
County Permits & Training	6,000	6,000	3,834
Water/Red Cross Testing	500	500	950
Misc. Supplies (Office/cleaning, etc.)	4,000		3,402
Concession Supplies	8,500	8,500	11,648
TOTAL POOL OPERATIONS	55,000	46,000	62,062

STAFF	2020	2019	YEAR TO DATE 9/30/19
Manager/Asst. Managers	139,594	80,000	60,475
Life Guards	80,000	80,000	71,399
Receptionists	13,000	13,000	12,277
Swim Instructors	15,000	15,000	13,884
Fitness Instructors	7,200	7,200	6,845
Ground Maintenance	6,500	5,500	6,330
Concessions	10,000	6,500	9,280
Manager Benefits	3,000	6,500	1,048
TOTAL STAFF	274,294	213,700	181,538

TOTAL EXPENSES	459,294	386,200	352,259
-----------------------	----------------	----------------	----------------

NET INCOME	(60,094)	13,000	51,717
-------------------	-----------------	---------------	---------------

TRAVERSE MOUNTAIN MASTER ASSOCIATION
 2020-DRAFT
 YEAR TO DATE 9/30/19

REVENUE

Monthly Dues
Set-up Fees Income
Late Fee Income
NSF Fees
Violation Fee
Miscellaneous Income (sale of 3 lots)
Discount-DD/Annual
Interest Income
TOTAL REVENUE

2020	2019	YEAR TO DATE 9/30/19
2,109,300	1,712,000	1,392,369
34,000	30,000	32,868
5,000	10,500	10,894
800	400	780
35,000	5,000	62,305
10,000	320,000	8,311
(57,000)		(26,665)
700	750	637
2,137,800	2,078,650	1,481,499

2020 Monthly Dues \$89.00

EXPENSES

ADMINISTRATIVE

Accounting and Auditing
Legal Fees
Professional and Consulting Fees
Management Contingency
Payroll Services
Public Meeting Support (meetings)
Telephone
License and Fees
Insurance
Office Supplies
Software Maintenance
IT Maintenance & Repair
Postage
Recording Fees
Equipment Lease
Credit Card Transaction Fee
Return Check Fee (NSF)
Bad Debt Allowance
Taxes
Website
Communications
Office Wages (Administrative Staff)
Employee Benefits (Administrative staff)
Payroll Taxes
Dues & Subscriptions
Travel & Training & Meals
Miscellaneous Expense
TOTAL ADMINISTRATIVE

2020	2019	YEAR TO DATE 9/30/19
8,000	9,500	0
12,000	14,000	6,382
9,500	7,000	6,586
3,000	3,000	0
9,200	8,800	7,329
0	250	0
2,200	2,200	1,444
1,200		1,020
36,000	36,000	32,786
10,000	10,000	8,590
9,000	9,000	7,267
8,000	8,000	1,415
9,800	6,000	6,520
400	200	261
6,400	6,400	5,433
9,800	9,800	6,971
330	250	330
4,000	4,000	372
2,000	2,000	787
3,400	4,000	2,079
2,000	2,000	0
313,000	232,600	240,005
64,296	60,000	51,437
53,407	42,000	42,726
2,000	1,500	1,884
6,000	7,000	2,588
1,000	1,000	92
585,933	486,500	434,304

ACCOUNT BALANCES as of 10/24/19

Business/Operating	\$118,152.00
Payroll holding	\$5,292.00
Reserve	\$237,159.00
Community Activities	\$23,746.00
Capital Improvement	\$187,760.00
Escrow holding	\$36,269.00
Park Fund	\$221,717.00
Clubhouse/Pool	\$51,222.00

CLUBHOUSE LOAN

Clubhouse Original Loan	\$4,296,525.00
Clubhouse Loan balance 10/24/19	\$2,779,000.00

	2020	2019	YEAR TO DATE 9/30/19
HOA COMMON AREA MAINTENANCE			
Maintenance Staff Salary & Wages	170,000	170,000	152,885
Employee Benefits (Maintenance Staff)	19,000	19,000	19,778
Landscaping Maintenance Contracts	85,000	85,000	76,149
Bark Replacement	10,000	10,000	0
Turf Replacement	1,500	1,500	647
Fertilizer	36,000	29,000	29,078
Signage	9,000	3,000	4,310
Lighting Maintenance	16,000	16,000	8,498
Christmas Lighting	0	7,000	0
Snow Removal	10,000	6,000	10,287
Pest Control		0	0
Sprinkler Repair	8,000	8,000	7,268
Tree Replacement	10,000	6,000	(550)
Miscellaneous Repairs	2,000	2,000	934
Tools & Supplies	6,000	6,000	3,470
Vehicle Maintenance & Repair	12,000	7,000	14,505
Vehicle & Equipment Fuel	1,000	10,500	9,034
Property Taxes Common Area	6,000	3,000	0
Monument Repair	4,000	10,000	0
Fence Repair	10,000	12,000	3,307
Street Light Repairs	4,000	4,000	0
Mailbox Repairs	5,000	20,000	20
Park Repairs	1,500	1,500	0
Equipment Repair	2,800	2,800	2,385
Power Common Area	28,000	27,000	25,166
Garbage	31,244	22,000	21,244
Pool Complex	352,094	292,000	292,005
Clubhouse Debt Service	530,000	530,000	397,503
Private Contribution	180,000	96,000	
Private Payback		140,000	
Vista Ridge Open Space N/C Payback		45,000	
TOTAL HOA CAM	1,550,138	1,591,300	1,077,923
TOTAL EXPENSES	2,136,071	2,077,800	1,512,227
NET INCOME	1,729	850	(30,728)

	2020	2019	year to date 9/30/19
COMMUNITY ACTIVITIES			
Contribution from Community Enhancement Fee	33,000	27,000	29,100
TOTAL REVENUE	33,000	27,000	29,100
Community Activities Expenses			49,481
NET INCOME	33,000	27,000	(20,381)

COMMUNITY ACTIVITY BALANCE 9/30/19 \$21,178

RESERVE

Contribution from Community Enhancement Fee	33,000	27,000	29,100
TOTAL REVENUE	33,000	27,000	29,100
Reserve Expenses			134,577
NET INCOME	33,000	27,000	(105,477)

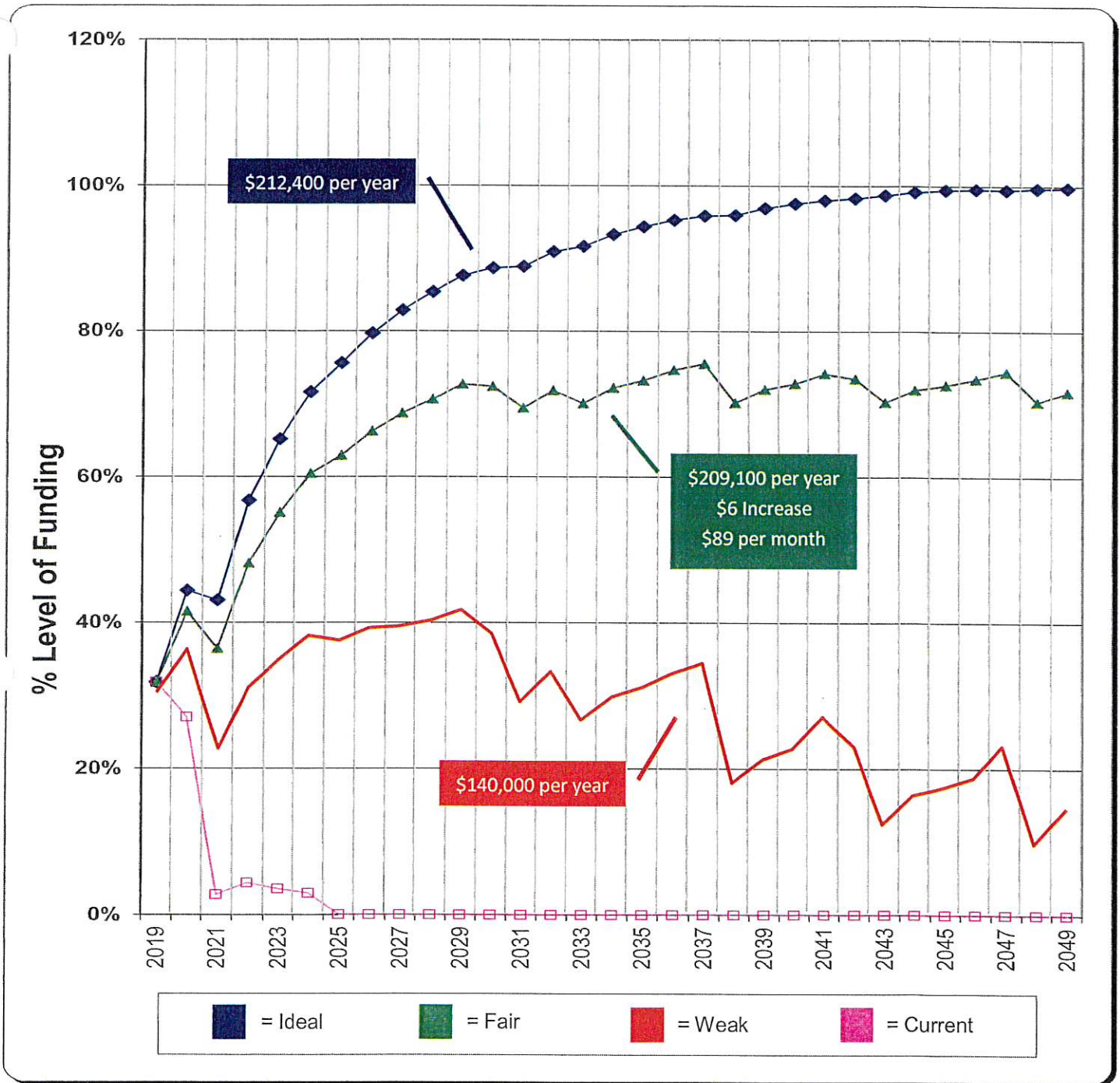
RESERVE BALANCE 9/30/19 \$234,159

CAPITAL IMPROVEMENT

Contribution from Community Enhancement Fee	66,000	54,000	58,200
TOTAL REVENUE	66,000	54,000	58,200
Warrant Facility payment/Brighton Bank		0	10,456
Capital Improvement Expenses			260,018
NET INCOME	66,000	54,000	(212,274)



TMMA RESERVE FUNDING



Measures of reserve fund financial strength are as follows:

0% - 30% Funded is considered a “weak” financial position. Associations that fall into this category are more likely to have special assessments and deferred maintenance. Action should be taken to improve the financial strength of the reserve fund.

31% - 69% Funded is considered a “fair” financial position. Associations that fall into this category are less likely to experience special assessments and deferred maintenance than being in a weak financial position. Action should be taken to improve the financial strength of the reserve fund.

70% - 99% Funded is considered a “strong” financial position. Associations that fall into this category are less likely to experience special assessments and deferred maintenance than being in a fair financial position. Action should be taken to improve the financial strength of the reserve fund.

100% Funded is considered an “ideal” financial position. Action should be taken to maintain the financial strength of the reserve fund.



2019 Community Center and Pool Report

Exhibit B

FITNESS ROOM ADMITTANCE

- **Total: 7,704**
- Average 64 users per day

FITNESS CLASS ADMITTANCE

- **Total: 460**

GRAND HALL & ACTIVITY ROOM RESERVATIONS

- **Total: 837**
 - Grand Hall
 - Total reservations: 115, Total use: 245 (includes TMMA classes, events & meetings)
 - Resident rate \$350x98 + non-resident rate \$600x17
 - Activity Rooms
 - Total reservations: 592 (includes neighborhood pool parties)

POOL ADMITTANCE

- **Total: 27,250 (2019), 2,231 unique swimmers ages 15+**
- **Total: 23,492 (2018)**

TMMA EVENTS ATTENDANCE

- **Total: 2,819**
 - NEIGHBORHOOD POOL PARTIES
 - Total: 2019 (184 average per party)
 - 131 – June 6 – Harvest Home & Cresthaven Townhomes
 - 191 – June 13 – Shadow Ridge
 - 136 – June 20 – Heather Moor
 - 270 – June 27 – Country Run, Canyon Trails & Canyon Point
 - 183 – July 11 – Eagle Summit and Rockwell Estates
 - 242 – July 18 – Woodhaven
 - 193 – July 25 – Vialetto, Vista Ridge & La Ringhiera
 - 250 – August 1 – Winterhaven
 - 132 – August 8 – Chapel Bend & Mountain Point
 - 192 – August 15 – Hunter Chase
 - 99 – August 22 – The Crossings, Seasons Townhomes & Lakeview Estates
 - OTHER EVENTS
 - Total: 800
 - 80 – Winter Ball
 - 300 – Bingo (2 events)
 - 225 – Coffee N Common (3 events)
 - 120 – Teen Nights (2 events)
 - 150 – Family Movie Nights (2 events)



TRAVERSE MOUNTAIN
MASTER ASSOCIATION

TMMA Guidelines and Rules Committee Members

Updated 10.31.19

TMMA Districts:

- District 1: Heather Moor, Hunter Chase and Chapel Bend; (Angie Parkin: angieparkin@yahoo.com)
- District 2: Harvest Home and Country Run; (Amber Hall: amber@amberalmondarealestate.com)
- District 3: Vialetto, Canyon Point, Vista Ridge and La Ringhiera; (Shanley Jaffa: mcknshan@gmail.com)
- District 4: Shadow Ridge and Woodhaven; (Kristen Bagley – Chair: kristenbagley@gmail.com)
- District 5: Eagle Summit, Rockwell Estates and Winter Haven; (NA)
- District 6: Crossings at Traverse Mountain and Seasons Estates; (LaDeana Wilke: lcwilke51@gmail.com and Anna Priday: annabardonski@gmail.com)
- District 7: Townhomes: Cresthaven, Mountain Point Village, Canyon Trail, Seasons & Ridgeview (Danielle Croxton: danikrist@gmail.com and Tina Christensen: tinac1967@icloud.com)
- Appointed: Zak Zabriskie zacharyzabriskie@gmail.com

Email list: angieparkin@yahoo.com; amber@amberalmondarealestate.com; mcknshan@gmail.com; kristenbagley@gmail.com; lcwilke51@gmail.com; annabardonski@gmail.com; danikrist@gmail.com; tinac1967@icloud.com; zacharyzabriskie@gmail.com; andrewb@tmma.org

Committee Chair: Kristen Bagley kristenbagley@gmail.com

Board Secretary: Andrew Biesinger, 801-407-6770 andrewb@tmma.org

2019 Compliance Report Exhibit A

FENCE STAINING

- TOTAL: 319 were opened, 304 completed, 15 still open

FENCE INSTALLATION

- TOTAL: 109 were opened, 89 completed, 20 still open

LAWN CARE

- TOTAL: 189 were opened, 173 completed, 16 still open

WEEDS

- TOTAL: 147 were opened, 123 completed, 24 still open

Architectural Review Committee Submittals

FENCING SUBMITTALS

- TOTAL: 104

LANDSCAPE SUBMITTALS

- TOTAL: 172

FENCE STAINING

- TOTAL: 319 were opened, 304 completed, 15 still open
 - CB 31, 29
 - CR 58, 57
 - CT 2, 2
 - ES 13, 13
 - HC 19, 18
 - HH 41, 40
 - HM 39, 36
 - SR 80, 74
 - WD 2, 2
 - WH 34, 33

WEEDS

- TOTAL: 147 were opened, 123 completed, 24 still open
 - CB 5, 3
 - CR 4, 4
 - CT 40, 41
 - CY 2, 2
 - ES 6, 5
 - HC 8, 6
 - HH 10, 9
 - HM 19, 15
 - SR 13, 8
 - VI 3, 1
 - VR 15, 14
 - WD 20, 13
 - WH 2, 2

LAWN CARE

- TOTAL: 189 were opened, 173 completed, 16 still open
 - CB 11, 10
 - CR 19, 17
 - CT 16, 12
 - ES 17, 16
 - HC 32, 31
 - HH 12, 12
 - HM 38, 38
 - SR 23, 19
 - WD 20, 17
 - WH 1, 1

FENCE INSTALLATION

- TOTAL: 109 were opened, 89 completed, 20 still open
 - CT 54, 47
 - ES 21, 16
 - HC 6, 5
 - HM 5, 5
 - RE 5, 0
 - SR 3, 3
 - VI 7, 7
 - VR 3, 1
 - WD 2, 2
 - WH 3, 3



**TRAVERSE MOUNTAIN
MASTER ASSOCIATION**

October 24, 2019

Current Resident
888 West Valley View Way
Lehi, UT 84043

Building/Unit: ct-1 121
Violation Number: 12518

Dear Current Resident,

The Home Owners Association here at Traverse Mountain is committed to help protect and preserve the overall environment of your community. In keeping with this commitment, one of the tasks of the Association is to do on-site inspections of the residential community and to respond to resident concerns.

During the most recent property inspection, it was noted that your home at 888 West Valley View Way is in violation of the governing documents.

Description of Violation: **All fencing and gates must be stained and sealed.** Color must be approved by the TMARC. Please re-stain and seal your fence. Stain must be uniform in color and application on all fencing. Each owner is responsible for re-staining the side of any Party Wall (fencing) facing his/her Lot **including interior fencing.** Each Owner, at the Owner's sole expense, shall maintain and restore all Improvements located on the Owner's Lot and the Lot itself, in a neat, sanitary and attractive condition. Pre-approved stains include natural stain/sealant that matches the color of the wood. The colored stain of TMMA wood fencing along Traverse Mountain Blvd is also approved. The details of a custom color match for Behr solid stain product is available at the TMMA management office or stain can be purchased directly through Sherwin Williams in American Fork, 198 N. Pacific Dr, request the Traverse Mountain Custom Fence Colored Stain.

Traverse Mountain Master Association strives to maintain and enhance home values and needs your assistance by correcting the above situation. This is a friendly reminder and it is intended to notify a homeowner or resident that a violation of the Association's governing documents has occurred.

Please complete the improvement by 14 days after the date of this letter. If you remedy the situation before 14 days, no further letters will be sent and the violation process will end. Your cooperation and efforts are greatly appreciated. If you feel you received this letter in error, or you have any questions or concerns please feel free to contact our offices.

Sincerely,

TRAVERSE MOUNTAIN MASTER ASSOCIATION (801) 407-6712



**TRAVERSE MOUNTAIN
MASTER ASSOCIATION**

October 24, 2019

Current Resident
888 West Valley View Way
Lehi, UT 84043

Building/Unit: ct-1 121
Property Address: 888 West Valley View Way
Violation Number: 12518

SAMPLE
LETTER #2

Second Notice

Dear Current Resident,

This letter is your 2nd notice and a reminder of the violation of the CC&R's. These items were to be remedied within fourteen days of the first letter sent. Please be advised that, if these items are not corrected or addressed within fourteen (14) days, the matter will be taken before the Master Association Board and fines or other penalties may be assessed and a Notice of Non-Compliance will be recorded against your property.

Description of Alleged Violation: **All fencing and gates must be stained and sealed.** Color must be approved by the TMARC. Please re-stain and seal your fence. Stain must be uniform in color and application on all fencing. Each owner is responsible for re-staining the side of any Party Wall (fencing) facing his/her Lot **including interior fencing.** Each Owner, at the Owner's sole expense, shall maintain and restore all Improvements located on the Owner's Lot and the Lot itself, in a neat, sanitary and attractive condition.

Pre-approved stains include natural stain/sealant that matches the color of the wood. The colored stain of TMMA wood fencing along Traverse Mountain Blvd is also approved. The details of a custom color match for Behr solid stain product is available at the TMMA management office or stain can be purchased directly through Sherwin Williams in American Fork, 198 N. Pacific Dr, request the Traverse Mountain Custom Fence Colored Stain.

As stated in the previous letter, if you believe you have been mistakenly violated or if you would like to state why you believe that the rules and regulations of the association do not apply to you, please contact our offices as soon as possible. You may request an informal hearing with the Board or submit your statement in writing via e-mail or mail to Traverse Mountain Master Association at 4341 N. Crest Ridge Road, Lehi, UT 84043.

Sincerely, TRAVERSE MOUNTAIN MASTER ASSOCIATION (801) 407-6712



**TRAVERSE MOUNTAIN
MASTER ASSOCIATION**

October 24, 2019

Current Resident
888 West Valley View Way
Lehi, UT 84043

Building/Unit: ct-1 121
Violation Number: 12518

Fines & Penalties:

Dear Current Resident,

Two letters have been previously sent informing you, the homeowner, of the violation of the CC&R's with regards to the property at **888 West Valley View Way**. In each previous letter, a deadline was imposed by which you were to be in compliance. These deadlines have expired and the noncompliance item(s) have not been remedied nor have you contacted us to make arrangements. As a result, the Board of Directors for Traverse Mountain Master Association has imposed a fine upon your property. This fine needs to be paid within the next 30 days and will be added to your HOA assessments. If you still have not remedied this violation within the next 30 days the Board will fine you ongoing monthly thereafter. A notice of non-compliance may also be recorded against the property.

Original Date Violation Reported: 10/24/2019

Date Current Violation: 12/05/2019

Description of Alleged Violation: **All fencing and gates must be stained and sealed.** Color must be approved by the TMARC. Please re-stain and seal your fence. Stain must be uniform in color and application on all fencing. Each owner is responsible for re-staining the side of any Party Wall (fencing) facing his/her Lot **including interior fencing.** Each Owner, at the Owner's sole expense, shall maintain and restore all Improvements located on the Owner's Lot and the Lot itself, in a neat, sanitary and attractive condition.

Pre-approved stains include natural stain/sealant that matches the color of the wood. The colored stain of TMMA wood fencing along Traverse Mountain Blvd is also approved. The details of a custom color match for Behr solid stain product is available at the TMMA management office or stain can be purchased directly through Sherwin Williams in American Fork, 198 N. Pacific Dr, request the Traverse Mountain Custom Fence Colored Stain.

Amount Due \$50.00

Please do not hesitate to contact me if you have any questions.

Sincerely,
TRAVERSE MOUNTAIN MASTER ASSOCIATION (801) 407-6712

SAMPLE #3
LETTER #3



**TRAVERSE MOUNTAIN
MASTER ASSOCIATION**

October 24, 2019

Current Resident
888 West Valley View Way
Lehi, UT 84043

Building / Unit: ct-1 121
Violation Number: 12518

Final Notice - Fines & Penalties:

Dear Current Resident,

The noncompliance item(s) listed below have not been remedied nor have you contacted us to make arrangements. As a result, the Board of Directors for Traverse Mountain Master Association has imposed an additional fine upon your property at **888 West Valley View Way**. This fine needs to be paid within the next thirty (30) days and will be added to your HOA assessments. If you still have not remedied this violation within the next thirty (30) days the Board will continue to fine you an additional **\$0.00 monthly**. A notice of non-compliance was recorded against your property and will remain on the property until you bring the property into compliance.

Original Date Violation Reported: 10/24/2019

Date Current Violation: 01/05/2020

Description of Alleged Violation: All fencing and gates must be stained and sealed. Color must be approved by the TMARC. Please re-stain and seal your fence. Stain must be uniform in color and application on all fencing. Each owner is responsible for re-staining the side of any Party Wall (fencing) facing his/her Lot **including interior fencing**. Each Owner, at the Owner's sole expense, shall maintain and restore all Improvements located on the Owner's Lot and the Lot itself, in a neat, sanitary and attractive condition.

Pre-approved stains include natural stain/sealant that matches the color of the wood. The colored stain of TMMA wood fencing along Traverse Mountain Blvd is also approved. The details of a custom color match for Behr solid stain product is available at the TMMA management office or stain can be purchased directly through Sherwin Williams in American Fork, 198 N. Pacific Dr, request the Traverse Mountain Custom Fence Colored Stain.

Amount Due \$100.00

Please do not hesitate to contact me if you have any questions.

Sincerely,

TRAVERSE MOUNTAIN MASTER ASSOCIATION (801) 407-6712

SAMPLE
LETTER #4



2019 Community Center and Pool Report

Exhibit B

FITNESS ROOM ADMITTANCE

- **Total: 7,704**
- Average 64 users per day

FITNESS CLASS ADMITTANCE

- **Total: 460**

GRAND HALL & ACTIVITY ROOM RESERVATIONS

- **Total: 837**
 - Grand Hall
 - Total reservations: 115, Total use: 245 (includes TMMA classes, events & meetings)
 - Resident rate \$350x98 + non-resident rate \$600x17
 - Activity Rooms
 - Total reservations: 592 (includes neighborhood pool parties)

POOL ADMITTANCE

- **Total: 27,250 (2019)**
- **Total: 23,492 (2018)**

TMMA EVENTS ATTENDANCE

- **Total: 2,819**
 - NEIGHBORHOOD POOL PARTIES
 - Total: 2019 (184 average per party)
 - 131 – June 6 – Harvest Home & Cresthaven Townhomes
 - 191 – June 13 – Shadow Ridge
 - 136 – June 20 – Heather Moor
 - 270 – June 27 – Country Run, Canyon Trails & Canyon Point
 - 183 – July 11 – Eagle Summit and Rockwell Estates
 - 242 – July 18 – Woodhaven
 - 193 – July 25 – Vialetto, Vista Ridge & La Ringhiera
 - 250 – August 1 – Winterhaven
 - 132 – August 8 – Chapel Bend & Mountain Point
 - 192 – August 15 – Hunter Chase
 - 99 – August 22 – The Crossings, Seasons Townhomes & Lakeview Estates
 - OTHER EVENTS
 - Total: 800
 - 80 – Winter Ball
 - 300 – Bingo (2 events)
 - 150 – Coffee N Common (2 events)
 - 120 – Teen Nights (2 events)
 - 150 – Family Movie Nights (2 events)