

# Centennial Trail HOA Board

4 February 2026 / 4:00pm / 5320 Centennial Trail.

(Minutes approved by board: 2026-02-12)

## Attendees

Board present: Alex Duncan, Robert Smith, Kevin Holtzclaw, David Klamann, David Johnston

Community: None

## Recording of board actions since last meeting

- Repair of footpaths that do not meet City or federal ADA standards. Quotes obtained from four contractors for varying levels of remedial work. Board resolved to split the work. 90% required only 'shaving' the concrete step and we used the same contractor as the City does. Approx \$3000. One slab needed complete removal and replacement and that work was given to a different contractor. Approx \$2000. We believe all HOA pathways now meet City standards. It also makes snow clearance easier.
- July 2025. Our existing insurer withdrew from writing policies in the HOA market. New underwriter has been identified with essentially the same terms as before and only a few per cent price increase.
- June 2025. Question was raised by a member as to whether garage sales and yard sales were legal in the HOA. Board can find no stipulation in any of our existing documents. Therefore it is OK.

## Matters raised by members at last Members' Meeting

- Over-speed cyclists on South-side trail
  - Board contacted City to discuss our concerns
  - City sent out inspector to assess
  - In short, the City's response was, "We know it is a problem, but there is nothing we can do to make people behave better." A city-wide public information campaign on the issue is in preparation and the Board will be kept informed and involved.
  - A report and plan will be presented at next Members' Meeting
- Survey of aging fences
  - A detailed survey of all fences was performed and a report presented
  - The great majority of the fence is weathered, but perfectly sound and safe.
  - Three locations were identified that merit repair. None critical or urgent.
  - Board will write to homeowners concerned requesting that repairs be made.

## Free items left on curb

Concern was raised to the Board that this practice can get out of hand and dissolve into messy chaos. Whilst the Board recognizes the concern, they see no evidence of it becoming a problem here, yet. The Board will seek community input at the next Members' Meeting, but is initially suggesting we all agree guidelines that it should be kept neat and tidy and left out for a maximum of 72 hours before being discarded by the homeowner. If the issue escalates or people cannot follow the guidelines, then formal enforceable HOA policies will need to be written.

## Status of document review / Policies

- Meetings have continued over past year. Board offers thanks to all those who have been involved.
- A new "Governance Policies" document has been completed and is ready for circulation.

- This requires only Board approval. There is no membership vote. There will however be opportunity for discussion at the Members' Meeting *before* the Board votes to adopt.

## Snow

- There has not been any this year!
- Board still believes our existing policy makes sense and plan to operate the same system for Winter 26/27. HOA-owned machine, operated by member volunteers.
- Past policy was to replace all user-servicable wear parts on the machine at the end of every snow season as preventative maintenance, but it has been used so little this year, we will inspect and only replace any damaged parts.

## Review of contracts for coming year

- Gardening
  - Happy with existing service. Continue as is.
- Website / email
  - Not 100% happy, but adequate and reasonably priced. Moving web and mail servers is highly disruptive, so resolved to continue with existing service.
  - Web hosting & email will renew Sept 2026.
  - Domain registration next due in 2027.
- Insurance
  - Existing service adequate. Intend to renew when it comes due.
- Backflow annual test
  - Happy with existing service. Continue as is.
- Banking
  - Very happy with current bank and account terms
  - 1ST BANK has been bought out by PNC, but we will stay with them for the time being, until we see any problems or detrimental policy change.

## Financial report 2025. Set budget and dues for 2026

- David circulated report before meeting. Approved by the Board without any modifications.
- Approx \$3000 overspend on 2025 budget due to extensive concrete path works, but we remain well in excess of our target minimum reserve.
- Moving our reserve to an interest bearing account has yielded approx 5% of our annual operating budget. Interest rates fluctuate, but we expect this to repeat in 2026.
- Resolved unanimously, 2026 annual dues are \$400 per household, due 1st April 2026. Same as last year. Including anticipated (not guaranteed) bank interest, this covers the 2026 budget with no gain or draw on the reserve.
- This level of dues is only possible as long as sufficient volunteers are available to drive snow-blower.

## Board membership

- One term expires at this year's annual meeting
  - David Klamann will stand for re-election

## Plan 2026 Members' Meeting

- Meeting is 7pm, 18th March 2026 at 5345 Centennial Trl (Cathy & David Johnston)
- In person meeting with zoom/hybrid option

- Standard docs to prepare for circulation
  - Robert: announcement, agenda, proxy form
  - Robert: update on City cycle path response
  - David: financial report and budget
  - Kevin: presentation on Policies. Board vote.

### **Any Other Business / Open Floor**

- City has been doing extensive drain work on 55th St for a long time. Enquiries with the workers have yielded no useful information. David J will contact City to try and find out what they are doing and what if any impact it could have on our park drainage.

Meeting closed 4:53pm.

### **Action Items**

1. Robert to prepare report on cyclists for Members' Meeting
2. Kevin to write to homeowners re fence repairs
3. Kevin to circulate final version of Responsible Governance Policies
4. David J contact City about 55th St drain work.
5. Robert to prepare all standard docs for annual meeting
6. David to prepare financial report and budget for annual meeting
7. Robert pay subscription and set up zoom for the annual meeting.