

Todd Creek Farms Homeowners' Association
c/o Trinity Association Management
11859 Pecos St. Suite 200
Westminster, CO 80234
bret@toddcreekfarms.org

March 15, 2023

SENT VIA EMAIL, USPS CERTIFIED
MAIL RETURN RECEIPT REQUESTED AND HAND DELIVERED

RE: REQUEST FOR RECORDS

Dear Todd Creek Farms Homeowners' Association:

I/we are member(s) of the Todd Creek Farms Homeowners' Association ("TCF HOA" or "Association") and hereby request that the following records be made available for in-person inspection *and* copying, no later than 11 business days after receipt of this letter pursuant to Colorado Revised Statutes §§ 38-33.3-209.4(2); and 38-33.3-317:

- (1) Detailed records of receipts and expenditures affecting the operation and administration of Todd Creek Farms Homeowners' Association over the preceding three years;
 - (I) This includes: Receipts and expenditure records regarding \$ 228,808.08 in payments made to Method Landscaping Services LLC in 2020 and 2021.
 - (II) This includes: Receipts and expenditure records regarding payments made directly to Jason Pardikes on 7/15/2021 (\$1,196.13) and 11/17/2021 (\$1,718.13).
- (2) Written contracts for any and all work performed for the Association within the preceding three years (which are not currently under negotiation);
 - (I) This includes contracts pertaining to the \$228,808.08 paid to Method Landscaping Services LLC in 2020 and 2021.
 - (II) This includes contract(s) with Trinity Association Management.
- (3) Minutes of all meetings of TCF HOA unit owners in 2022 and 2023;
- (4) Minutes of all meetings of the TCF HOA Board in 2022 and 2023;
- (5) Records/Minutes of all actions taken by the TCF HOA Board without a meeting in the preceding three years;
 - (I) Specifically: written communications among, and the votes cast by, Board members that are:
 - Directly related to an action taken by the Board without a meeting pursuant to C.R.S § 7-128-202; and/or
 - Directly related to an action taken by the Board without a meeting pursuant to the association's bylaws.
 - (II) This includes actions taken on November 15, 2022.
 - (III) This includes actions taken relating to Method Landscaping Services LLC.
- (6) The rules and regulations, responsible governance policies adopted pursuant to section 38- 33.3-

209.5, C.R.S., and other policies adopted by the TCF HOA Board;

- (7) Financial statements as described in section 7-136-106, C.R.S., for the past three years and tax returns of TCF HOA for the past seven years;
- (8) A list of all names known or used by, the electronic mail addresses of, and physical mailing addresses of the TCF HOA's current Board members and officers, and their respective Board titles;
 - (I) And the same for the Board members of the past three years.
- (9) The TCF HOA operating budget for the current year and past two years;
- (10) The most recent available financial audit or review;
- (11) A list of all association insurance policies, including, but not limited to, property, general liability, Association director and officer professional liability, and fidelity policies.
 - (I) Such list shall include the company names, policy limits, policy deductibles, additional named insureds, and expiration dates of the policies listed.
- (12) All records pertaining to payments and deposits thereof related to the TCF HOA gas and oil lease contract(s) from the preceding three years.
- (13) TCF HOA membership list, including all names, addresses, telephone numbers and email addresses of unit owners.

The HOA may not ask for the purpose for which the records are sought. However, the undersigned affirm that the membership list and other items requested will not be used by any person for any commercial purposes, sold to any person, or used for any purpose unrelated to the unit owner's interest as a unit owner in the TCF HOA, nor used to solicit money unless the money is used solely to solicit the votes of the unit owners in an election.

Please confirm via email to TCFHOAnotification@gmail.com that these records are available for inspection and copying no later than 11 business days after receipt of this letter. If the TCF HOA chooses to release this information to the TCF HOA community, or electronically through the above email address, that shall not obviate or satisfy the request that such records be made available for in-person inspection and copying at the Trinity Association Management office. For any and all records that will not be released: a brief explanation as to whether such records exist, or not, and why they cannot or will not be made available is requested. Thank you.

Sincerely,
TCF HOA Homeowners (Signatures and address below).

Owner Name/Trust Name	Signature / Date	Address
Edie Apke	<small>DocuSigned by:</small> <i>Edie Apke</i> 3/16/2023	15510 Galena St.
Barbara Austin	<small>21B1BBB6A59E404</small> <i>Barbara Austin</i> 3/17/2023 <small>17125E4114E8488</small>	15320 Fulton St.

Kathy Blanchard	<small>DocuSigned by:</small> Kathy Blanchard	3/16/2023	9700 E. 148th Place
Bohlender Jerry L. & Bohlender Georgina Living Trust	<small>75083AE731340F...</small> <small>DocuSigned by:</small> Georgiana Bohlender	3/15/2023	9151 East 145th Ave.
Steve Bornmann	<small>4E409FEA80D1407</small> <small>DocuSigned by:</small> Steve Bornmann	3/16/2023	10250 E 151st Court
Paula Boswell	<small>B8EE9C9893694B7</small> Paula Boswell	3/18/2023	15210 Florence St.
The Julie M. Branting Trust	<small>DocuSigned by:</small> Julie Branting	3/18/2023	14981 Clinton St.
Carl Brzozowy	<small>DocuSigned by:</small> Carl Brzozowy	3/17/2023	14660 Akron St.
Lisa Barlow	<small>DocuSigned by:</small> Lisa Barlow	3/17/2023	14660 Akron St.
Danna Colingham	<small>300972538DD1478</small> Danna Colingham	3/16/2023	9100 E. 159th Ave.
The Cone Family Trust	<small>DocuSigned by:</small> A. Colne	3/17/2023	15710 Boston St.
Elizabeth A. Delisa Living Trust	<small>F02A235107B4488</small> Elizabeth Delisa	3/17/2023	15051 Clinton St.
Daniel & Debra Dougherty Revocable Trust	<small>CEB851A9C030437...</small> <small>DocuSigned by:</small> D. Dougherty	3/17/2023	15795 Akron Street
Dave Gruthoff	<small>DocuSigned by:</small> Dave Gruthoff	3/16/2023	9457 E. 153rd Ave.
Christine Gruthoff	<small>0242410EBB0C4E9</small> Christine Gruthoff	3/16/2023	9457 E. 153rd Ave.
Donna Herrick	<small>D99818E76E4A429</small> Donna Herrick	3/18/2023	15210 Florence St.
John Joyner	<small>DocuSigned by:</small> John Joyner	3/17/2023	14610 Akron St.
Paul King	<small>DocuSigned by:</small> Paul King	3/17/2023	9201 E. 153rd Ave.
Shari King	<small>DocuSigned by:</small> Shari King	3/17/2023	9861 E. 151st Place
Jennifer Osgood	<small>0E04EA3858E494</small> Jennifer Osgood	3/15/2023	9507 East 153rd Ave.
Dave Osgood	<small>28E12FB8708B4D2</small> Dave Osgood	3/15/2023	9507 East 153rd Ave.
Anitra Rock	<small>28E12FB8708B4D2</small> Anitra Rock	3/17/2023	15220 Fulton St.,
Leslie Rock	<small>DocuSigned by:</small> Leslie Rock	3/17/2023	15220 Fulton St.
Chuck Payne	<small>C5E09A9901F04B1</small> Chuck Payne	3/18/2023	9160 East 155th Ave.
Keith Seabaugh	<small>DocuSigned by:</small> Keith Seabaugh	3/17/2023	9930 E. 149th Ct.
Owen Schaeffer	<small>DocuSigned by:</small> Owen Schaeffer	3/16/2023	15635 Dallas St.
Ria Schaeffer	<small>DocuSigned by:</small> Ria Schaeffer	3/16/2023	15635 Dallas St.
Craig Wuertz	<small>7FB125F3DDF142F...</small> Craig Wuertz	3/16/2023	14930 Akron St.
Charlie Wuertz	<small>6785FA83C00D437...</small> Charlie Wuertz	3/16/2023	14930 Akron St.
	<small>17125E4114E8488...</small>		