

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD July 25, 2017

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, July 25, 2017 at 6:30 p.m., at Trailmark Learning Center, 9743 South Carr Way, Littleton CO. This meeting was open to the public.

### ATTENDANCE

The regular meeting of the Board of Directors of the TrailMark Metropolitan District was called and held, as shown, in accordance with Colorado law. The following directors were present:

Lori D. Tolle  
Curt Fankhouser  
Todd Roser  
Cathy LaClair

Absent was Director Lupton whose absence was excused.

Also present were:  
Cathy Noon; Community Resource Services  
Members of the Community

### CALL TO ORDER

Director Tolle called the meeting to order at 6:32 p.m. Introductions of the Board and community members were made.

### ADMINISTRATIVE ITEMS

Agenda: Ms. Noon presented the Board with the proposed Agenda. Upon a motion by Director Tolle and a second by Director Roser, the Board voted unanimously to approve the agenda as presented.

Minutes: The minutes of the May 16, 2017 Regular Board meeting were presented to the Board. Upon a motion by Director Fankhouser and a second by Director LaClair, the Board voted unanimously to approve said minutes as presented.

# RECORD OF PROCEEDINGS

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## FINANCIAL ITEMS

Review and Approve Ratification and Payment of Claims: After review, upon a motion by Director Tolle and a second by Director Roser, the Board voted unanimously to approve the July 2017 claims represented by check number 4041 as presented and ratify the June 2017 claims

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending June 30, 2017 and adjusted as of July 20, 2017. After review, upon a motion by Director Fankhouser and a second by Director Tolle, the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated June 30, 2017. After review, upon a motion by Director Fankhouser and a second by Director Tolle, the Board accepted the financial statements as presented.

Presentation of 2017 Audit: Neil Schilling, auditor presented the 2017 Audit to the Board. There was discussion regarding a new accounting standard regarding the Investment Valuation. Mr. Shilling answered questions from the Board. The audit received an unmodified opinion. Following discussion and review, upon a motion by Director Roser and a second by Director Tolle, the Board accepted the 2017 Audit as presented. Mr. Shilling will work with Ms. Noon to file the audit with the State of Colorado by the July 31, 2017 deadline.

## MAINTENANCE AND OPERATIONAL ITEMS

Bailey Tree Trimming: Rich and Joshua Nelson (formerly of Nelson Tree Trimming) informed the Board on the change in company ownership and reviewed work previously done by them in TrailMark. The Board directed Mr. Nelson to assess the Beaver pond tree area and submit a proposal for work that might be necessary.

Pond Update: Written Report by Aquatics Associates  
Visits / Treatments

Five pond maintenance visits were performed since the last board meeting on 5/16/17 . Treatments were needed on all five

# RECORD OF PROCEEDINGS

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occasions as expected as we are now in the peak growing season. The pond water temperatures (like the 90 degree air temps) are now very warm and were 80-82 degrees on 7/17/17, which exacerbates algae growth. Algae mats are the main problem treated in FR #2 and Pond G, while FR #1 was treated for planktonic algae blooms (phytoplankton). The last of the scheduled systemic treatments for duckweed were completed in July on FR #2. Russian olive shoots in the area surrounding FR #2 were also cut and spot treated to prevent re-growth. No treatments were needed in Pond A, where the area of open water has now dwindled to 20' x 40' in size.

## Aeration

The aeration system on FR #1 is now operating, which is highly beneficial to the lake's water quality in the peak summer months. The solar system on FR #2 is also working fine.

Update on Aeration Electrical Issue: Director Fankhouser informed the Board that the City of Littleton has provided a temporary power line from the Fire Station electrical panel to the median and is working with Xcel Energy to add a new panel that will meter power to the median and bill the District directly. Power to the Fairview #1 Aeration is now working. Dave Flagg with Littleton has stated that the City of Littleton will pay for the new panel.

## MANAGEMENT ITEMS

2018 Budget Planning: Ms. Noon reviewed the timing for the 2018 Budget. She will prepare a draft budget for the Board to discuss at the September 19, 2017 meeting.

SDA Conference: Ms. Noon informed the Board about the SDA Conference time and location. No District Board members plan to attend.

## BOARD MEMBER ITEMS

Update Re: Communications: No Report.

# RECORD OF PROCEEDINGS

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## PUBLIC COMMENT

Rick Handley with the TrailMark HOA Common Area Committee commented that the District is doing a good job of proactive maintenance.

There was also preliminary discussion of a “Bond Payoff Celebration” in 2018 to acknowledge the retirement of debt for the District and its taxpayers.

## ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Tolle, seconded by Director Fankhouser, and passed unanimously, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

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Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 25, 2017 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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Lori Tolle

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Todd Roser

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Curtis Fankhouser

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Catherine H. LaClair

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Wayne Lupton