

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE TRAILMARK METROPOLITAN DISTRICT
HELD
September 17, 2019**

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as “Board”) was held on Tuesday, September 17, 2019 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:

Curtis Fankhouser
Wayne Lupton
Sandy Farish
Cathy LaClair
Rick Handley

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

CALL TO ORDER: Director Fankhouser 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 Lupton and a second by Director Handley, the Board voted unanimously to amend the agenda by moving the 2018 Audit as III.A.

Minutes. The minutes of July 16, 2019 regular Board meeting were presented to the Board. Upon a motion by Director Farish and a second by Director Lupton the Board voted unanimously to approve said minutes as presented.

PUBLIC COMMENT: There were none.

FINANCIAL ITEMS: 2018 Financial Audit – Neil Schilling: Neil Schilling, auditor presented the 2018 Audit to the Board. Mr. Shilling answered questions from the Board.

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The audit received an unmodified opinion. Following discussion and review, upon a motion by Director LaClair and a second by director Handley, the Board accepted the 2018 Financial Audit as presented.

Review and Approve Ratify Payment of Claims. After review, upon a motion by Director Handley and a second by Director Fankhouser, the Board voted unanimously to ratify the August 28, 2019 claims totaling \$2,481.41 and approve the current September 17, 2019 claims of \$9,150.00 as presented.

Review Cash Position. Ms. Noon reviewed the cash position September 13 2019. After review, upon a motion by Director LaClair and a second by Director Farish the Board accepted the cash position as presented.

Financial Statements. Ms. Noon reviewed the financial statements dated August 31, 2019. After review, upon a motion by Director LaClair and a second by Director Farish the Board accepted the financial statements as presented.

Presentation and Review of 2020 Draft Budget: Ms. Noon presented the Draft 2020 Budget. Following discussion and review, the Board directed Ms. Noon to prepare the 2020 Budget with property tax at 3 mills for the Budget Hearing on November 14, 2019. Upon a motion by Director Fankhouser and a second by Director Farish, the Board instructed Ms. Noon to move an additional \$100k to reserve account in 2019..

MAINTENANCE AND OPERATIONAL ITEMS

Pond Maintenance – Visits

Four site visits were completed since the July Board meeting (7/16-9/17/19 period). All ponds were observed for aquatic growth and treatment needs on 7/22, 8/7, 8/28 and 9/11/19. Water temperatures were very warm (80-82 degrees) in July through early August, but have now have started to cool (70-72 degrees) since late August. Growth of algae mats have been prolific in FR #2 per usual, which has been treated about every other week to effectively control. Algae mats have also been problematic in Pond G, however no treatments have been performed since late July due to the low water level (3-4.5' low) which has made the pond inaccessible by boat.

In FR #1, the dense planktonic algae bloom that started in early July continued into early August. Two phytoplankton treatments were

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performed on 7/22 and 8/7/19. The bloom has subsided since the end of August. The water level in FR #1 has been ~2' low since late July.

The annual peak season water sampling in FR #1 and #2 was also performed on 8/28/19. All general water quality parameters measured in the field (oxygen, pH, alkalinity, total hardness) were within the normal ranges. Lab results for nutrient parameters (nitrogen, phosphorus) is not yet available.

Budget Estimate for 2020

Tami would budget for a 2-3% cost increase mainly due to the anticipated price increases of products (approx \$30,900 NTE). Aside from the expected pond treatment needs, there are no other budget items that we foresee needing in 2020.

Director Fankhouser informed the Board that the new pump for Fairview #2 has not been installed yet and aeration for Fairview #1 will return to four hours on/off for the remainder of the season.

The Board discussed the outlet cleaning for Pond G and Fairview #1. Angell Excavating is expected to begin work in the next few months.

2019 Fence Project Update: Directors Fankhouser and Lupton updated the Board on the remaining items to be completed by Split Rail Fence prior to final payment. Director Fankhouser will reach out to Ned O'Rourke with Split Rail on timing for completion.

BOARD MEMBER ITEMS:

There were none.

LEGAL ITEMS:

Consider Resolution Authorizing the Posting of Meeting Notices Online: Director Handley moved that the Board approve the resolution as presented. Upon a second by Director LaClair, a vote was taken and the motion carried unanimously.

ADJOURNMENT:

There being no further business to come before the Board, upon motion duly made by Director Lupton, seconded by Director LaClair, and passed unanimously, the meeting was adjourned at 8:41p.m.

Respectfully submitted,

Secretary for the Meeting

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THESE MINUTES ARE APPROVED AS THE OFFICIAL
SEPTEMBER 17, 2019 MINUTES OF THE TRAILMARK
METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS
SIGNING BELOW:

Curtis Fankhouser

Wayne Lupton

Sandy Farish

Catherine LaClair

Rick Handley