

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD MARCH 15, 2022

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was convened by Zoom conference meeting on Tuesday, March 15, 2022, at 6:30 p.m. The call-in information was listed in the meeting notice posted by the District and the public was able to attend the meeting via telephone conference call if they so desired.

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:

Wayne Lupton
Rick Handley
Sandy Farish
Ray Hallquist

Absent was Director LaClair, whose absence was excused.

Also present were:
Cathy Noon and Michelle Parker and Mat Birkeness, Community Resource Services

Members of the Community:
Sherman Steed, Resident

CALL TO ORDER: Director Lupton called the meeting to order at 6:35 p.m.

ADMINISTRATIVE ITEMS: Agenda. Ms. Noon presented the Board with the proposed Agenda. Upon a motion by Director Farish, a second by Director Handley and unanimous vote, the agenda was approved as presented.

Minutes. The minutes of the January 18, 2022, 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.

RECORD OF PROCEEDINGS

FINANCIAL ITEMS: Review and Approve /Ratify Payment of Claims. After review, upon a motion by Director Lupton and a second by Director Hallquist the Board voted unanimously to ratify the February 2022 Claims.

Review Cash Position. Ms. Noon reviewed the cash position February 28, 2022, adjusted to March 10, 2022. After review, upon a motion by Director Hallquist, and a second by Director Farish, the Board accepted the cash position as presented.

Financial Statements. Ms. Noon reviewed the financial statements dated February 28, 2022. After review, upon a motion by Director Hallquist and a second by Director Handley, the Board accepted the financial statements as presented.

Budget Hearing to Amend the 2021 Budget: Ms Noon presented the Board with an amended 2021 Budget which was required as unforeseen expenditures exceeded what was approved by the Board in November, 2021. President Lupton opened the Public Hearing and seeing no one wishing to speak, closed the public hearing. Following discussion, Director Hallquist motioned to approve the Amended 2021 Budget. With a second by President Lupton and unanimous vote, the motioned passed. Ms. Noon will have the amended budget filed with the Department of Local Governments

Consideration of the 2021 Audit Exemption: As the District has no debt nor revenue or expenditures at or above \$750, 000, the District may file an Audit Exemption rather than do a full Audit Ms. Noon reviewed the Audit Exemption with the Board. Upon a motion by Director Hallquist, second by President Lupton and unanimous vote, the 2021 Audit Exemption was approved and will be filed with DOLA by the end of March.

BOARD MEMBER ITEMS

Annual Newsletter: Ms. Noon stated to the Board that she will draft a newsletter and send to the Board for approval.

Retaining Wall and Sidewalk Update: Ms. Noon updated the Board that Ms. Parker is still working with the City of Littleton engineer to meet on site.

MAINTENANCE ITEMS

Aeration Systems

Both systems are currently off for the winter 2021/22 and will be turned back on for the season by the end of March. Regarding the FR2 solar system, we are still waiting for the warranty replacement on one (of the two) 24-v compressors, which Keeton Industries has had on back order

RECORD OF PROCEEDINGS

since Oct 2021; the compressor manufacturer is saying new units may not be shipped until July. In the meantime, this system will be running with one compressor and two diffusers.

Pond Maintenance

Our pond maintenance work will begin in April for the 2022 season. We have received the SSPRD vehicle access permit for 2022 from Kayla and will notify them whenever we are at TrailMark.

Annual Fence Painting: Following review of three bids for the annual Filing 4 painting and post replacement, a few items need to be updated- posts are 2 x 8 x 8 not 2 x 6x 6 and need pricing for hauling away old posts. Upon a motion by Director Halquist and second by Director Farish, and unanimous vote, the painting portion of the project was awarded to Ganter. Upon a motion by Director Hallquist, second by Director Lupton and unanimous vote, the post replacement work was awarded to Fence Up. Ms Noon will inform the contractors of their awards, but work isn't to start until members of the Board walk the fences and mark posts that must be replaced. Both contractors will need to provide Insurance Certificates to the District.

MANAGEMENT ITEMS

Update on May 2, 2022 Election: Ms. Noon let the Board know that the election has been cancelled as there were less candidates than open offices on the board Directors Lupton, Farish and Handley will each serve a three term and there is a vacancy for a one year term.

ADJOURNMENT:

There being no further business to come before the Board, upon motion duly made by Director Lupton, seconded by Director Hallquist, and passed unanimously, the meeting was adjourned at 8:03 p.m.

Respectfully submitted,

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MARCH 15, 2022 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

RECORD OF PROCEEDINGS

Wayne Lupton

Sandy Farish

Catherine LaClair

Rick Handley

Ray Hallquist

DRAFT