

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD JUNE 21, 2011

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, June 21, 2011 at 6:30 p.m., at the TrailMark Learning Center, 9743 South Carr Way, Littleton, Colorado. 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:

Michael Rogers
Catherine LaClair
Sherman Steed
Jack Parsons (arrived at 7:00)
Richard Handley

Also present were:

Cathy Noon; Community Resource Services
Neil Schilling; Schilling & Associates
Diane Miller; Manager for Star Canyon Condominiums
Members of the Community

CALL TO ORDER

Director Rogers called the meeting to order at 6:30 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 Handley and a second by Director Steed, the Board in attendance voted unanimously to approve the agenda as amended.

Minutes: The minutes of the April 19, 2011 Regular Board meeting were presented to the Board. Upon a motion by Director LaClair and a second by Director Steed, the Board in attendance voted unanimously to approve said minutes as presented.

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Public Comments: There were none.

TRAILMARK HOA/STAR CANYON HOA UPDATE

Discussion Regarding Star Canyon Fence Painting Cost Sharing – The Board reviewed excerpts from previous minutes concerning Star Canyon Condo/Townhome fence painting. The issue was discussed with Ms. Miller, Star Canyon Condos Manager, and residents of the condo and patio homes as follows:

- The condos have 927 linear fee of fencing and will be painted on the outside by the District and the TrailMark HOA according to the Second Amended Maintenance Agreement dated 06.21.10. The cost to paint the inside of the fence is the responsibility of the Star Canyon Condo HOA. TrailMark Metropolitan District will contract for painting both sides of the fence and will then bill the SCCHOA for the interior painting costs. The condo residents questioned the need for the fence to remain in place and, following discussion, it was decided that the Declarations for TrailMark Metropolitan District will be reviewed and attorneys consulted on this issue.
- The patio homes have 3,913 linear fee of fencing. Discussion was held about the responsibility for painting the interior side of the fence and the possibility of TrailMark Metropolitan District contracting to paint all interiors in the neighborhood for possible cost savings. Concerns were raised about liability, access, pets and costs of performance this type of work. Director Steed indicated that at one time, Trailmark Metropolitan District offered a free gallon of paint to homeowners for their use on the interior of their fences; however, the program was discontinued due to lack of interest. This topic will be reviewed again at a future meeting.

FINANCIAL ITEMS

Presentation of Draft 2010 Audit – Mr. Schilling presented said audit to the Board. Discussion followed. Upon a motion by Director Parsons and a second by Director Handley, the Board voted unanimously to accept the audit as amended. Final copies of the audit will be distributed to the Board when available.

Review and Approve Payment of Claims: After review, upon a motion by Director Steed and a second by Director LaClair, the Board voted unanimously to approve the claims as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending June 10, 2011 and the Board

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accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated May 31, 2011. After review, the Board accepted the financial statements as presented.

MAINTENANCE AND OPERATIONAL ITEMS

Ratify Contract with Iris Mitigation and Design – Upon a motion by Director LaClair and a second by Director Parsons, the Board voted unanimously to ratify said contract.

Mosquito Control Bids for Ponds – Ms. Noon presented the bids to the Board. After review, upon a motion by Director Parsons and a second by Director Steed, the Board unanimously approved the bid from Ottetail in an amount not-to-exceed \$1,975 for the current year.

Ratify Bid with Nelson Tree Service – Upon a motion by Director Parsons and a second by Director Steed, the Board voted unanimously to ratify the bid for \$2,200 as presented.

Update of Aeration Project – Directors Steed and Rogers updated the Board on the aeration project. Following the execution of the contract by Directors Steed and Rogers, the aeration system is currently being manufactured by Keeton Industries.

Update on Pond Maintenance – The Board reviewed the memo from Aquatics Associates.

Review Electrical and Trenching Bids – Directors Steed and Rogers presented bids from Saber Electric and Colorado Lifestyles to the Board. The Board awarded the power bid of \$540.30 to Saber Electric and the site work bid of \$2,696 to Colorado Lifestyles under the total aeration project costs previously approved.

LEGAL

Executive Session – None was needed.

COMMITTEE UPDATES

Communications Committee – There was no activity this month.

By-Laws Committee – Director Rogers presented draft by-laws for the Board to review. Director Steed asked how the by-laws are different from/same as Title 32 Special District Colorado law. The Committee will make this comparison and report back to the Board.

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TrailMark Metropolitan District Capital Public Project Process Document – Director Rogers distributed a document outlining a proposed process for the public to bring capital projects forward for the District’s consideration. Board members are to review the document and send comments to Director Rogers to compile. Once the Board completes its review, the District’s attorney, Mr. Rowley, will be consulted for his advice and for the possibility of the “process” being made permanent.

OTHER BUSINESS

Discussion Concerning Protocol for When/How Authorization is Given to Involve Legal Counsel in Regard to Requests for Information About the District – The Board discussed how to control costs to the District from hourly contractors. The Board and Ms. Noon will work to monitor when and what is worked on by contractors.

South Suburban Park & Recreation District Update on Master Plan for TrailMark – No further work has been done on this matter.

Update on May 28, 2011 Saturday in the Park – The event had 15 – 20 people in attendance. Discussion centered on the pond plans for the summer, but no action was taken. The next Saturday in the Park will be held on July 23, 2011.

Discussion on the Review of the ISO Ratings by the City of Littleton and How That May Impact the Residents of TrailMark Through A Potential Increase in Insurance Premiums On Their Homes – It was reported that the insurance industry ISO rating for TrailMark, currently at 3, may rise to 9, causing insurance rates to increase significantly for homeowners. Director Rogers met with Councilmember Brinkman and spoke with Littleton Fire Chief John Mullens to obtain more information about this issue. TrailMark residents also attended the June 21st Littleton City Council meeting. The TrailMark Board will continue to monitor the situation.

Jefferson County Open Space – Director Handley presented a letter from the TrailMark Metropolitan District and the TrailMark HOA to Jefferson County requesting the removal of the barbed wire fencing on the south side of TrailMark. The area has a wood fence in place so there is no longer a need for the wire fence. Other similar areas were identified on the west and north sides of TrailMark and Director Handley will work with Jefferson County on those as well.

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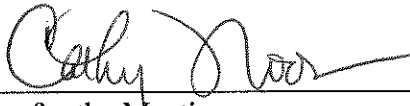
SDA Conference – The SDA Conference will be held September 14 – 16, 2011. Directors Steed and Rogers expressed an interest in attending. CRS will contact the Board with registration information when available.

Public Comments – There was none.

ADJOURNMENT

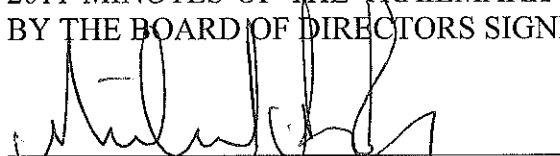
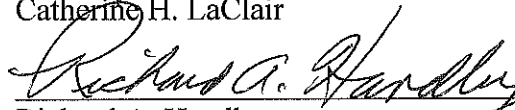
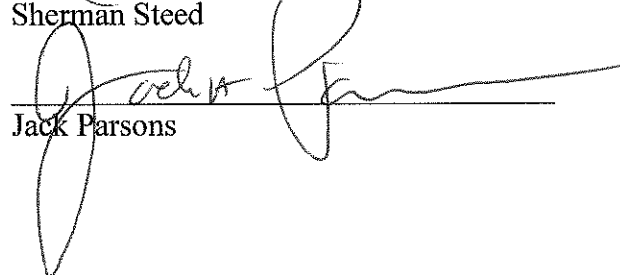
There being no further business to come before the Board, upon motion duly made by Director Parsons, seconded by Director Handley, and passed unanimously, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,



Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 21, 2011 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Michael R. Rogers
Catherine H. LaClair
Richard A. Handley
Sherman Steed
Jack Parsons