

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD OCTOBER 18, 2011

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, October 18, 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
Richard Handley

Absent was Director Parson whose absence was excused.

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

CALL TO ORDER

Director Rogers called the meeting to order at 6:31 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 LaClair, the Board in attendance voted unanimously to approve the agenda as amended.

Minutes: The amended minutes of the December 14, 2010, reflecting the Board vote on the community center/pool issue, and the August 16, 2011 Regular Board meeting were presented to the Board. Upon a motion by Director Handley and a second by Director Steed, the Board voted unanimously to approve said minutes as presented.

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Public Comments: There were none.

FINANCIAL ITEMS

Review and Approve Payment of Claims: After review, upon a motion by Director Steed and a second by Director Handley, 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 October 11, 2011 and the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated August 30, 2011. After review, the Board accepted the financial statements as presented.

Review of the 2012 Budget – Ms. Noon distributed the draft 2012 budget as well as a multi-year financial projection spreadsheet. Discussion followed regarding the assessed valuation and the Board suggested revisions to be made by Ms. Noon and emailed to the Board.

It was noted that the 2012 Budget Hearing will be on November 20, 2011 at 6:30 p.m. at the TrailMark Learning Center in conjunction with the TrailMark HOA Annual Meeting.

Discussion Regarding Publishing of Monthly Financials – Director Steed requested that monthly financials be placed on the District website. This is currently done with the financials statements for months when the Board meets. A year-end statement for 2010 will be added to the “Financial Docs” link. The complete 2010 audited financials are located as part of the “2010 Audit” link. The 2010 (for 2011) Mill Certification will also be posted.

MAINTENANCE AND OPERATIONAL ITEMS

Update on Pond Maintenance – Ms. Noon reviewed the report submitted by Ms. Schneck with Aquatic Associates and indicated she would like to have her attend a future meeting to discuss maintenance plans for 2012. Ms. Leisure will be contacted about the possibility of Ponds A & G converting to more wetlands versus ponds. Director Rogers noted that the stakes used for reseeding on the northeast bank of Fairview Reservoir #1 need to be removed. He will contact Mr. Newell for the work and have the stakes stored in the HOA storage area for future use. The Board discussed the aeration pipes around Fairview Reservoir #1 that are visible due to water releases. Keeton Industries indicated

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this issue will happen for the first few years until natural coverage with pond mud occurs. Mr. Newell will be asked to bury the pipes that are easily reachable.

Update on Beaver & Tree Removal from Fairview Reservoir #2 – Ms. Noon indicated that the first three weeks of trapping caught two beavers and one muskrat. An additional three weeks is underway due to more beaver sightings. Director Rogers and the HOA Common Area Committee will mark trees that should be wrapped to protect them from beaver damage. Bids to wrap them will be obtained from Nelson Tree and Mr. Newell. Director Rogers will authorize the work. Upon a motion from Director Steed and a second from Director LaClair, the Board voted unanimously to authorize Nelson Tree service to remove downed trees and provide general clean up in a not-to-exceed amount of \$500.

Review of Proposed 2012 General Liability Insurance Schedule – Ms. Noon reviewed the insurance schedule with the Board and indicated the aeration systems would be added to the policy coverage.

Discussion Regarding Establishment of Replacement Reserve for Fencing – Director Steed brought up the need for establishing a reserve in the budget for future fence replacements projects. He distributed copies of the HOA Reserve Study showing phased timing and total cost projected of \$664,000. Due to the cost-sharing agreement between the District and the HOA for fence costs, Director Steed moved, Director Handley seconded and the Board unanimously voted to create an “Asset Replacement Reserve” with an initial funding of \$175,000 in the 2012 budget and \$25,000/year beginning in 2013. A separate “fund” will be created with the stated purpose of the Reserve Fund to be project including, but not limited to, total fence replacement, aeration equipment replacement and major pond improvements.

LEGAL

Executive Session – None was needed.

COMMITTEE UPDATES

Communications Committee – The Committee is working on the next newsletter article which will include information about the 2012 District election.

By-Laws Committee – No report was given.

TRAILMARK HOA/STAR The Annual Meeting for the TrailMark HOA is November 10,

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CANYON HOA UPDATE

2011 and will include an update from South Suburban Park & Recreation District on the Master Plan for TrailMark.

It was noted that the TrailMark HOA now has a Facebook page.

OTHER BUSINESS

Update on September 24, 2011 Coffee at the Playground – Director Rogers informed the Board that there was a good turnout and that Bruce Beckman, candidate for Littleton City Council, was in attendance. He indicated that general education had been provided as well as questions answered concerning the ISO issue. The Board will resume the gatherings in 2012.

Update on ISO Ratings – A task force for the neighborhood was formed consisting of Sherm Steed, Mike Rogers, Karen Millspaugh, and Mark Rogers, along with Littleton City Councilmen and staff. The TrailMark Board will continue to monitor this issue.

2012 Meeting Dates – The Board will begin 2012 with meetings in January, March and May as these dates will allow for better pond and election planning. The meeting dates for the remainder of the year will be determined in 2012.

Public Comments – There was none.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Steed, seconded by Director Handley, and passed unanimously, the meeting was adjourned at 9:25 p.m.

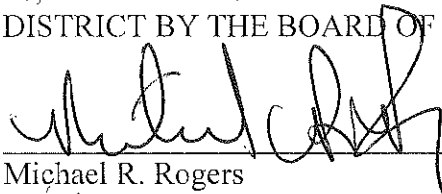
Respectfully submitted,



Secretary for the Meeting

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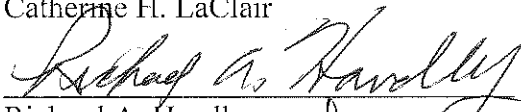
THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 18, 2011 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:



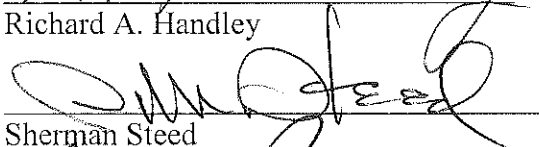
Michael R. Rogers



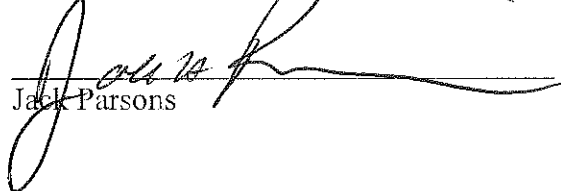
Catherine H. LaClair



Richard A. Handley



Sherman Steed



Jack Parsons