

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD JANUARY 17, 2012

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, January 17, 2012 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
Jack Parsons (arrived at 6:35)
Sherman Steed
Richard Handley

Absent was Director LaClair whose absence was excused.

Also present were:

Cathy Noon; Community Resource Services
Tami Schneck; Aquatic Associates
Blair Leisure; IRIS Mitigation and Design
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 Steed and a second by Director Handley, the Board in attendance voted unanimously to approve the agenda as amended.

Minutes: The minutes of the November 10, 2011 Special Board meeting were presented to the Board. Upon a motion by Director Steed and a second by Director Handley, the Board in attendance voted unanimously to approve said minutes as presented.

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Public Comments: There were none.

Consider for Approval 2012 Annual Administrative Resolution
– Upon a motion by Director Steed and a second by Director Handley, the Board in attendance voted unanimously to approve said Resolution as presented.

MAINTENANCE AND OPERATIONAL ITEMS

Presentation by Tami Schneck of Aquatic Associates – Ms. Schneck reviewed the work performed in 2011 as outlined in her report. She further explained the additional treatments and out of scope work that was required and performed. Both Fairview Reservoirs 1 and 2 have high nutrient content (nitrogen and phosphorus) which add to the bacteria and algae growth problem. It was noted that the ground in the area has naturally high phosphorus content, but Fairview Reservoir 1 was lined by Centennial Water and Sanitation years ago. Ms. Schneck recommended keeping the Fairview 1 aeration on 24/7 during the summer months and on a 12-hour cycle in the fall, winter, and spring and to provide chemical treatments as necessary. Fairview 2 (Beaver Ponds) had the cattails better controlled by clearing the dam area entirely and other areas back 30 feet. In Fairview Reservoir 2, the sonar systemic treatment needed to be repeated due to storm events diluting the chemical. Ms. Leisure will provide Ms. Schneck the installation diagram of the aeration pump and diffusers to ensure optimum size and placement. Ms. Schneck further noted that Ponds A & G had high levels of algae bloom due to their shallow depth. They are not accessible by a boat with a motor, so treatments are labor intensive. Pond G's discharge pipe is clogged. Clearing the pipe and cleaning the outlet box may improve drainage to the pond. Engineering of the pond will be checked by Wright Water prior to performing maintenance work. If cleaning is performed in pond G, notice to the residents will be placed in the HOA Newsletter.

Upon a motion by Director Parsons and a second by Director Handley, the Board voted unanimously to approve the Aquatics Associates 2012 contract for an amount not to exceed \$23,500.

Presentation by Blair Leisure of IRIS Mitigation and Design
Regarding a Conversion of Ponds A and G to Wetlands – Ms. Leisure presented a report to the Board regarding next steps for creating wetland pond conditions at Ponds A and G, highlights of which follow:

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POND A: A wetland planting was completed several years ago with an outcome of bulrush establishment in pockets around the pond. Consultation and coordination with both the Denver Botanic Gardens and Centennial Water and Sanitation should be undertaken for the next phase of conversion in order to meet the needs and requirements of all during this process. Ms. Leisure recommended a qualified engineer be engaged to review the 10-year and 100-year storm event elevation numbers to be sure existing emergency overflow apparatus are adequate for handling these types of events.

POND G: Ms. Blair recommended a minor clearing around the outlet box in winter/spring 2012. Once completed, monitoring should take place to gauge pool elevations and to see if the pond level naturally drops. If conditions warrant a wetland planting, Ms. Blair recommends planting the appropriate portion of the pond with the same combination of bulrush species planted in Pond A in the summer of 2012 or 2013. Ms. Blair further recommended engaging an engineer to review how an established wetland at the pond might impact the 10-year and 100-year storm events through the system.

Discussion Regarding Management of Beavers at Fairview Reservoir #2 – It was reported that as of this week, three more trees were down and that South Suburban Park and Recreation District had cut them away from the path. Director Steed spoke with South Suburban Park and Recreation District regarding beaver mitigation and it was their opinion that wrapping the trees with wire to prevent the beavers from cutting them down is the best course of action. Director Rogers will mark the trees on the northwest side of Fairview Reservoir #2 and will contact David Newell to wrap said tree trunks.

FINANCIAL ITEMS

Review and Approve Payment of Claims: After review, upon a motion by Director Handley and a second by Director Parsons, 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 December 31, 2011 and adjusted as of January 10, 2012, and the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated December 31, 2011. After review, the Board

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accepted the financial statements as presented.

Discussion Regarding Colotrust/Public Trust Advisors, LLC - Ms. Noon explained changes in the asset managers for Colotrust from Cutwater Asset Management to Public Trust Advisors effective January 1, 2012.

LEGAL

Executive Session – None was needed.

COMMITTEE UPDATES

By-Laws Committee – The committee has not met and no report was given.

Communications Committee – Director LaClair was not in attendance to provide an update. It was noted that the HOA Newsletter 2/10/12 should have an article on the upcoming May 8, 2012 District election.

TRAILMARK HOA/STAR CANYON HOA UPDATE

Discussion Regarding Fence Painting by Star Canyon – No Star Canyon representative was in attendance. Director Rogers will attend the Star Canyon HOA meeting to explain that TrailMark Metropolitan District will be responsible for the outside of the fence while Star Canyon HOA will be responsible for the interior.

OTHER BUSINESS

Update on ISO Ratings – Director Rogers informed the Board that the City of Littleton has signed an automatic aid agreement with West Metro Fire District which will help the TrailMark Metropolitan District residents with their distance from a fire station, but not necessarily with response times. A task force has been created with Directors Rogers and Steed representing the District.

Consider Approval of 2012 Contract with CRS of Colorado – Upon a motion by Director Parsons and a second by Director Handley, the Board voted unanimously to approve said contract as presented.

Discussion Regarding 2012 Regular District Election and Motion to Reinstate Term Limits for Board Members if Director Election is Necessary – Ms. Noon informed the Board that should more electors be nominated to run than there are Board seats available, it will be necessary for the District to go to an election on May 8, 2012. In that event, upon a motion by Director Handley and a second by Director Steed, the Board voted unanimously to include a question on the ballot to reinstate term limits in accordance with the appropriate Colorado State Statute.

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CRS staff will provide election information for placement on both the District website and the HOA Facebook page.

Coffee at the Playground – Director Rogers noted that the dates for the Coffee at the Playground gatherings for 2012 will be April 28th, June 30th and August 25th from 10:00 a.m. until noon.

Public Comments – There were 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 9:23 p.m.

Respectfully submitted,



Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 17, 2012 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