

# RECORD OF PROCEEDINGS

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## MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD SEPTEMBER 25, 2012

A special meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, September 25, 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 special 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 R. Rogers  
Curtis Fankhouser  
Richard A. Handley  
Catherine LaClair  
Lori Tolle

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 voted unanimously to approve the agenda as amended to include VII. Item E – Monument Signage.

Minutes: The minutes of the July 17, 2012 Regular Board meeting were presented to the Board. Upon a motion by Director Fankhouser and a second by Director Handley, the Board voted unanimously to approve said minutes as presented.

Public Comments: There were none.

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## FINANCIAL ITEMS

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

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending September 11, 2012 and the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated August 31, 2012. After review, the Board accepted the financial statements as presented.

Discussion Regarding Draft 2013 Budget – Ms. Noon reviewed the draft budget and the long range projection worksheets with the Board. Following discussion, the Board directed staff to use the 35 mills option for 2013 budgeting purposes. Further revisions to the draft budget will be made as directed by the Board. The budget will be presented at the Budget Hearing to be held at the TrailMark Learning Center on November 8, 2012 at 6:30 p.m.

## MAINTENANCE AND OPERATIONAL ITEMS

Update on Outlet Clean Out at Pond G – Ms. Noon reviewed the report and pictures provided by Ms. Leisure of IRIS Mitigation and Design, Inc.

Discussion ensued concerning the access permit requirements by South Suburban Park and Recreation District. It was noted that there will be a South Suburban Park and Recreation District meeting on October 18<sup>th</sup> and Director Fankhouser will be in attendance to obtain clarifying information regarding this issue.

## LEGAL

There were no items.

## COMMITTEE UPDATES

Communications Committee – Directors Tolle and Handley reported on the SDA Conference where they attended a session on managing communications. It was suggested the District use all sources of social media that our customers use for the most effective communication with the residents. Further discussion ensued on the use of the HOA's Facebook page for notices and possible website improvements. It was noted that Director Tolle will provide an article for the next HOA newsletter.

## TRAILMARK HOA/STAR CANYON HOA UPDATE

Ms. Millspaugh, HOA Board member, informed the District Board that they are currently working on their 2013 budget. She

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indicated there is no projected increase in the dues for next year, but that there will be an increase in fees from the management company due to increased covenant control for the summer months. Ms. Millspaugh informed the Board that she, and two other current Board members, will not be running for re-election when their current terms expire.

## OTHER BUSINESS

Update on ISO Ratings – Director Tolle gave a report on the progress of the Task Force to date.

Update on August 25, 2012 Coffee at the Playground and the September 22, 2012 Reservoir Clean-Up – Director Rogers indicated there was a good turnout for the Coffee at the Playground, but the Fairview Reservoir Clean-up had less attendance and trash collected than the one held earlier in the summer. Following discussion, the Board decided to hold Coffee at the Playground in April, June and August of 2013 and to have a spring only clean-up at Fairview Reservoir.

Discussion Concerning December 2012 Meeting and Meeting Schedule for 2013 – Following discussion, the Board decided it would not be necessary to hold a Board meeting in December 2012. Meeting months for 2013 will be in all odd months as well as November when the Budget Hearing will be held.

Update on Park Bench Installation – Director Rogers informed the Board that South Suburban Park and Recreation District had installed the bench and that he had affixed the plaques. He provided photographs for the Board.

Monument Signage – The Board was approached to allow the TrailMark Learning Center to put up signage on the TrailMark Metropolitan District monument. Following discussion, the Board approved the Learning Center's use of the monument at various times of the year in exchange for allowing the District and the HOA to meet in their facility at no charge.

Public Comments – There were none.

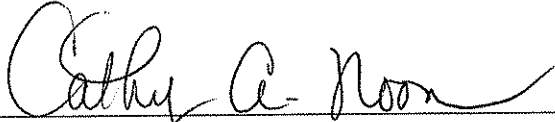
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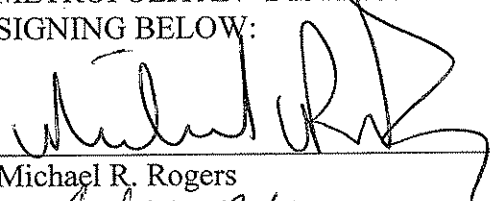
## ADJOURNMENT

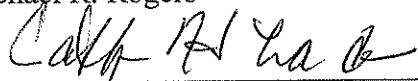
There being no further business to come before the Board, upon motion duly made by Director Fankhouser, seconded by Director Tolle, and passed unanimously, the meeting was adjourned at 8:32 p.m.

Respectfully submitted,


  
Secretary for the Meeting

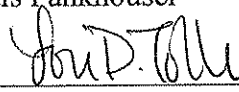
THESE MINUTES ARE APPROVED AS THE OFFICIAL  
SEPTEMBER 25, 2012 MINUTES OF THE TRAILMARK  
METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS  
SIGNING BELOW:

  
Michael R. Rogers

  
Catherine H. LaClair

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Richard A. Handley

  
Curtis Fankhouser

  
Lori Tolle