

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD JANUARY 15, 2013

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, January 15, 2013 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 R. Rogers  
Curtis Fankhouser  
Richard A. Handley  
Lori Tolle

Absent was Director LaClair whose absence was excused.

Also present were:

Cathy Noon; Community Resource Services  
Tami Schneck; Aquatics Associates  
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 Fankhouser and a second by Director Handley, the Board voted unanimously to approve the agenda as amended to delete VII. Item E – Star Canyon Fence Painting.

Minutes: The minutes of the November 8, 2012 Special Board meeting were presented to the Board. Upon a motion by Director Tolle and a second by Director Fankhouser, the Board voted unanimously to approve said minutes as presented.

Public Comments: Mr. Steed questioned the amount of time the

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aeration system in Fairview Reservoir #1 should run. Ms. Schneck with Aquatics Associates indicated that three four-hour cycles are recommended unless there is a problem with water quality.

## FINANCIAL ITEMS

Review and Approve Payment of Claims: After review, upon a motion by Director Fankhouser and a second by Director Tolle, the Board voted unanimously to ratify the December 2012 claims and approve the current claims as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending January 8, 2013 and the Board accepted the cash position as presented.

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

## MAINTENANCE AND OPERATIONAL ITEMS

Update on Ponds by Ms. Schneck – Ms. Schneck of Aquatics Associates reviewed her report on the ponds with the Board. The Board commented on how good the ponds look and thanked Ms. Schneck for her efforts.

Consider for Approval 2013 Aquatics Associates, Inc. Contract – Ms. Noon presented said contract to the Board. Upon a motion by Director Handley and a second by Director Tolle, the Board voted unanimously to approve the 2013 contract with Aquatics Associates, Inc. for a not-to-exceed amount of \$24,500.

Consider for Approval 2013 Contract/Work Order Agreement with IRIS Mitigation and Design, Inc. – Ms. Noon presented said contract to the Board. Upon a motion by Director Tolle and a second by Director Fankhouser, the Board voted unanimously to approve the 2013 contract/work order with IRIS Mitigation and Design, Inc.

## LEGAL

There were no items.

## MANAGEMENT ITEMS

Discussion of Voluntary Increased Deductible for 2013 Insurance – Ms. Noon briefed the Board on the deductibles options made available by the Colorado Special District Property & Liability Pool for the current year insurance. Following discussion, upon a motion by Director Handley and a second by Director Fankhouser, the Board voted unanimously to approve a revision to the District's policy incorporating a \$500 deductible on the

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General Liability portion of the policy.

Discussion on Trademarks Currently Held by the District - Following discussion, upon a motion by Director Handley and a second by Director Fankhouser, the Board voted unanimously to approve renewing all four trademarks currently held by the District.

Consider for Approval 2013 Contract with Community Resource Service of Colorado, LLC - Upon a motion by Director Tolle and a second by Director Handley, the Board voted unanimously to approve said contract.

Consider for Approval 2013 Annual Administrative Resolution - Upon motion by Director Fankhouser and a second by Director Handley, the Board voted unanimously to approve said Resolution.

## COMMITTEE UPDATES

Communications Committee - It was noted that the 2013 dates for Coffee in the Park would be April 20<sup>th</sup>, June 22<sup>nd</sup> and August 24<sup>th</sup> at 10:00 a.m. and that the Fairview Reservoir Community Clean-up would be held from 9:00 a.m. - 11:00 a.m. on June 1<sup>st</sup>. These dates will be posted to the District website.

## OTHER BUSINESS

Update on Fire Service - Director Tolle has been taking the lead in talking with the City of Littleton and West Metro Fire District. She indicated that considerations are still underway before a contract will be signed by the parties. She briefed the Board that City of Englewood Fire, City of Sheridan Fire and the City participated in a merger feasibility study, but that nothing has been finalized yet.

Discussion on Park Bench Vandalism and Suggested Remedies - Discussion ensued regarding vandalism to the new park bench installed to honor past Board members of the District. It was noted that the Board sent Mr. Strunk an email indicating that his name would not be on the bench per his request. The Board discussed the possibility of removing all name plaques and only having one general plaque expressing gratitude to those who have served the community. Ms. Noon will work with the manufacturer on best repair practices. No decision was made concerning the plaques.

Public Comments - There were none.

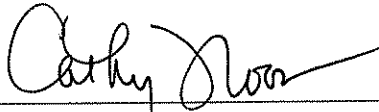
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## ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Handley, seconded by Director Tolle, and passed unanimously, the meeting was adjourned at 8:40 p.m.

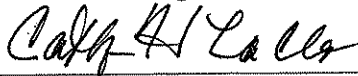
Respectfully submitted,



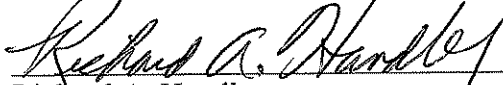
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 15, 2013 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Michael R. Rogers



Catherine H. LaClair



Richard A. Handley



Curtis Fankhouser



Lori Tolle