

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD MARCH 19, 2013

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, March 19, 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 (via telephone)  
Curtis Fankhouser  
Richard A. Handley  
Lori Tolle  
Catherine LaClair

Also present were:

Cathy Noon; Community Resource Services  
Jerry Mastenbrook; Star Canyon Patio Homes Board Member  
Deputy Chief Mark Krapf; West Metro Fire Rescue  
Members of the Community

### CALL TO ORDER

Director Fankhouser called the meeting to order at 6:35 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 Tolle and a second by Director Handley, the Board voted unanimously to approve the agenda as amended to add VIII. Item B – Resignation of David Newell, VIII, Item C – HOA Landscaping and Snow Removal Discussion and IX. Item C – Update on Memorial for Rocky Williams.

Minutes: The minutes of the January 15, 2013 Regular meeting and the February 19, 2013 Special Board meeting with the TrailMark HOA were presented to the Board. Upon a motion by Director Handley and a second by Director Tolle, the Board

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voted unanimously to approve said minutes as presented.  
Public Comments: There were none.

## DISCUSSION REGARDING TRAILMARK FIRE SERVICE

Deputy Chief Mark Krapf of West Metro Fire Rescue briefed the Board on the background of the Fire District, noting that it is an accredited district, services approximately 250,000 people and that its 110 square miles are serviced by 15 fire stations. He noted that #14, at Kipling and Chatfield, is the closest station to TrailMark. Discussion ensued primarily concerning response time and the locations being served by West Metro. Deputy Chief Krapf distributed hand-outs in regard to these issues and they are attached to and made a part of these minutes.

## FINANCIAL ITEMS

Review and Approve Payment of Claims: After review, upon a motion by Director LaClair and a second by Director Handley, the Board voted unanimously to ratify the February 2013 claims and approve the current claims as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending March 12, 2013 and the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated February 28, 2013. After review, the Board accepted the financial statements as presented.

## MAINTENANCE AND OPERATIONAL ITEMS

There were none.

## LEGAL ITEMS

There were none.

## MANAGEMENT ITEMS

There were none.

## COMMITTEE UPDATES

Communications Committee – It was noted that the first Coffee in the Park for 2013 would be held April 20<sup>th</sup>.

## TRAILMARK HOA/STAR CANYON HOA UPDATE

Star Canyon Fence Painting – Directors Handley and Fankhouser recused themselves from both the discussion and the vote as they are both residents of Star Canyon.

Discussion ensued regarding the painting of the Star Canyon interior fencing. Upon a motion by Director Tolle and a second by Director LaClair, Directors Rogers, Tolle and LaClair voted to approve the painting of the interior of the Star Canyon fences for the current year (2013) only, said painting to be paid for by the

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District and TrailMark HOA in accordance with the 2009 Maintenance Agreement between the two entities (50% share each).

Upon a second motion made by Director Tolle and seconded by Director LaClair, Directors Rogers, Tolle and LaClair voted to amend the Agreement currently in place between the District and the TrailMark HOA to specifically include language stating that from 2014 forward, Star Canyon fences are included in the agreement and will be responsible for painting the interior of their fences in compliance with the parameters of said Agreement. The District's attorney will be asked work with each HOA's attorney to draft said amendment to the Agreement for consideration at a future Board meeting.

Resignation of David Newell – It was noted that Mr. Newell has resigned as the HOA handyman and that the HOA will need to find someone to replace him.

Landscaping and Snow Removal by HOA – The Board was briefed that the TrailMark HOA has turned over the landscaping and snow removal contracting to their Common Area Committee (CAC). During the discussion, Board members noted that some areas needed additional attention in regard to snow removal. Director Handley is on the CAC and will work with them to address this concern.

## OTHER BUSINESS

Verbiage for Park Bench – Following discussion, upon a vote made by Director LaClair and seconded by Director Rogers, the Board voted unanimously to remove the individual plaques currently on the bench and install a new plaque with the following wording:

This bench is in appreciation for all those who have served the  
TrailMark Community

Discussion on 2013 Filing 3/Star Canyon Fence Painting – The Board reviewed the bid submitted by Gantner Painting. Following discussion, upon a motion by Director LaClair and a second by Director Fankhouser, the Board voted unanimously to approve the bid for an amount not to exceed \$34,359.

It was noted that Mr. Steed has been involved with this process for many years and has historical knowledge concerning the fences. Upon a motion by Director Fankhouser and a second by

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Director Tolle, the Board voted unanimously to appoint Mr. Steed to be the painting coordinator on behalf of the Board.


Update on Memorial for Rocky Williams – Mr. Steed updated the Board on the memorial service held for Mr. Williams. He informed the Board that donations in his memory were requested to go to Boy Scouts Troop 36 and be designated for the Rocky Williams Memorial Fund. Upon a motion by Director Fankhouser and a second by Director LaClair, the Board voted unanimously to approve a \$200 donation to the Boy Scouts from the TrailMark Community.

Public Comments – Director LaClair asked that the minutes reflect that she feels citizens who email the Board in regard to specific requests/issues should attend the meeting and speak during the Public Comment portions of the meeting.

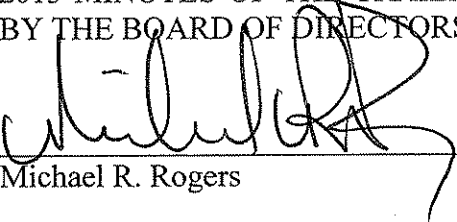
## ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director LaClair, seconded by Director Handley, and passed unanimously, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MARCH 19, 2013 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
\_\_\_\_\_  
Michael R. Rogers

\_\_\_\_\_  
Catherine H. LaClair  
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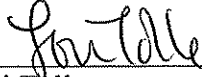
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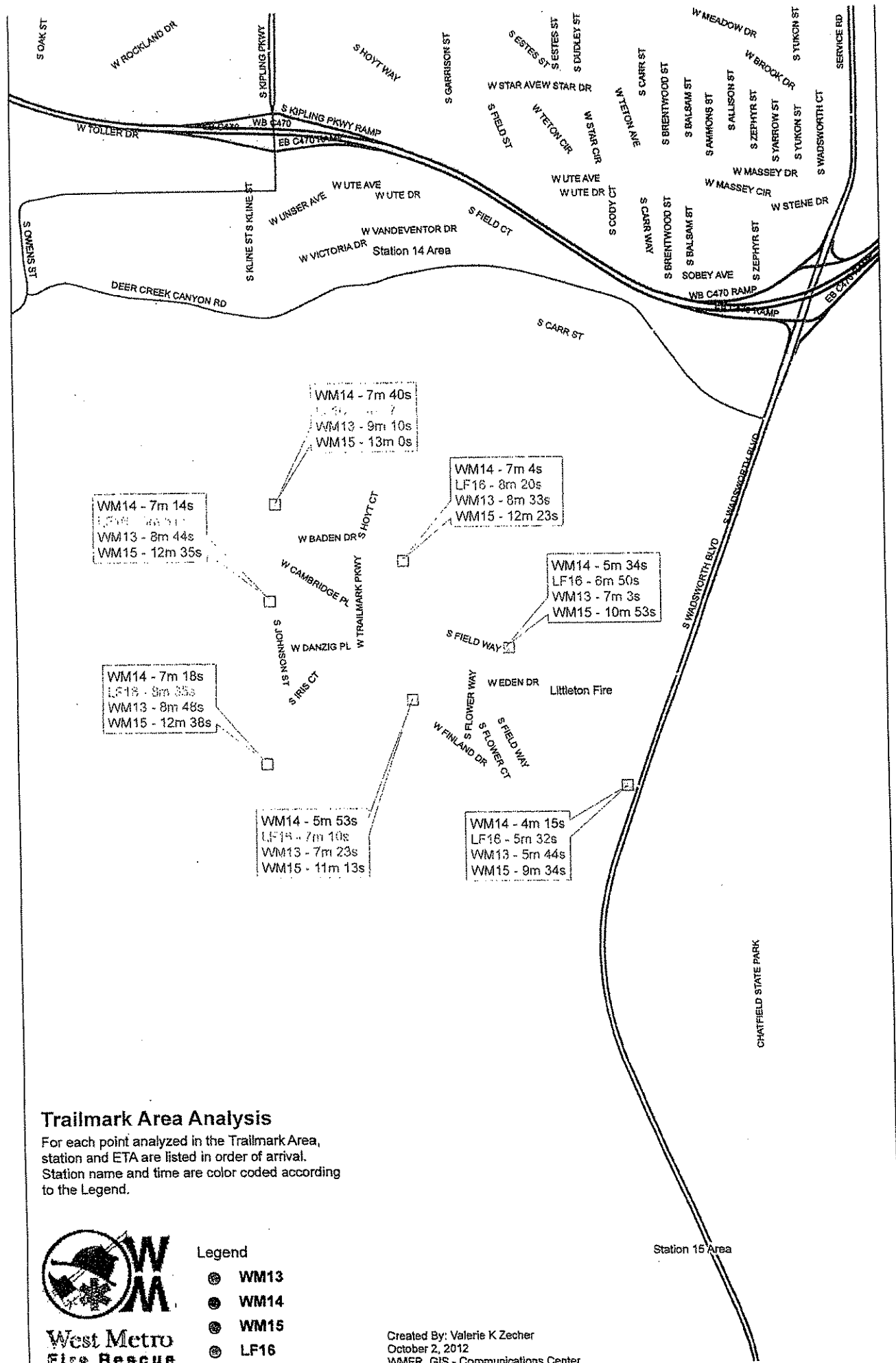
Richard A. Handley



Curtis Fankhouser



Lori Tolle



### Trailmark Area Analysis

For each point analyzed in the Trailmark Area, station and ETA are listed in order of arrival. Station name and time are color coded according to the Legend.



- Legend**
- WM13
  - WM14
  - WM15
  - LF16

Created By: Valerie K Zecher  
 October 2, 2012  
 WMFR, GIS - Communications Center

