

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD JANUARY 28, 2014

A special meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, January 28, 2014 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
Catherine LaClair
Richard Handley

Absent was Director Tolle, whose absence was excused.

Also present were:

Cathy Noon; Community Resource Services
Members of the Community
Tami Schneck; Aquatics Associates, Inc.

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 Fankhouser, the Board voted unanimously to approve the agenda as presented.

Minutes: The minutes of the November 14, 2013 Special Board meeting were presented to the Board. Upon a motion by Director LaClair and a second by Director Fankhouser, the Board voted unanimously to approve said minutes as presented.

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FINANCIAL ITEMS

Review and Approve Ratification and Payment of Claims: After review, upon a motion by Director Handley and a second by Director LaClair, the Board voted unanimously to ratify the December 2013 claims and approve the current claims represented by check numbers 3820-3821 totaling \$2,676.35 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending December 31, 2013. After review, upon a motion by Director LaClair and a second by Director Fankhouser the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated December 31, 2013. After review, upon a motion by Director LaClair and a second by Director Fankhouser the Board accepted the financial statements as presented.

Permanent Mill Levy Reduction: The Board reviewed the District's Attorney's opinion on methods to do a permanent mill levy and following discussion, no further action will be taken at this time.

MAINTENANCE AND OPERATIONAL ITEMS

A. Pond 2013 Update: Ms. Schneck provided a 2013 Pond update. Treatment started due to cool wet weather, and the project finished in mid-November, totaling 14 visits.

Fairview #1: The Main issue was algae mat and some weed growth. Spot treatment accomplished water clarity for most of the season.

Nutrient testing is done one time per year, usually in early August. Results typically show increased levels of phosphorous which can be attributed to conditions such as the make-up of soil or run-off from fertilizers. A resident questioned whether keeping the aeration system operating during the winter is attracting more geese to the area resulting in an increase to the nutrient problem. Ms. Schneck will check Fairview 1 & 2 depths to see if turning off aeration during the winter (December – February) is recommended.

Fairview #2: Ms. Schneck adjusted the aeration system in valves to balance bubbler output. The Solar aeration system output is

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less than the Fair View #1 electric aeration system, as is typical of solar versus electric systems.

Pond A did fairly well with minimum treatment.

Pond G repairs done in 2012 increased the depth by 1 to 2 feet which has helped the water quality and reduced the amount of maintenance. The outlet grates were cleaned during Aquatics Associates on-site visits, but high water flows could cause silt to block the outlet again.

It is recommended to remove the cottonwood trees growing on the embankment of Fairview #1. Board to contact SSPRD about removal or use Nelson Tree to Remove and Ms. Schneck to spray to kill roots.

Public observation is that the ponds are looking healthier.

B. 2014 Aquatic Associates, Inc. Contact: Upon a motion by Director Fankhouser and a second by Director LaClair, the Board voted unanimously to approve the contract with Aquatic Associates, Inc., not to exceed \$26,000.

C. 2014 Contract/Work Order Agreement with IRIS Mitigation and Design, Inc. Upon a motion by Director LaClair and a second by Director Handley, the Board voted unanimously to approve the contract with IRIS Mitigation and Design, Inc.,

D. Cost Sharing of Portolet & Screening Shelter at TrailMark playground with HOA: The Trailmark HOA has worked with South Suburban Park and Rec District to apply for a Jefferson County Open Space grant for the installation of a Portolet with screening shelter at TrailMark playground. The cost to service the portolet is approximated at \$100 per month, and the HOA has asked if the District would share maintenance costs. Director LaClair made a motion to pay, but not to exceed \$1,200.00, to reimburse the HOA for maintenance of portolet. Upon a second motion by Director Handley, the Board unanimously voted to approve. A letter of confirmation will be sent to the TrailMark HOA.

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MANAGEMENT ITEMS

A. Approval of 2014 Management Services with Community Resource Services of Colorado, LLC: Upon a motion by Director Fankhouser and a second by Director Handley, the Board voted unanimously to approve the 2014 contract with Community Resource Services of Colorado, LLC.

B. Approval of 2014 Annual Administrative Resolution: Upon a motion by Director LaClair and a second by Director Fankhouser, the Board voted unanimously to approve.

C. 2014 Election Planning: Ms. Noon presented the Department of Local Affairs (DOLA) preliminary 2014 Election Calendar. Due to proposed legislation to the 2014 General Assembly, changes are anticipated to the Special District Election requirements and/or calendar. Ms. Noon will keep the Board apprised with updates as they occur. Once final, 2014 Election information and forms will be placed on the TMMD website. In planning for the May 6 Election, the Board discussed placing a question on the ballot to reinstate term limits for the TMMD Board. If an election is not required due to the number of candidates/positions, the Board does not wish to expend funds on an election solely for a ballot question. Upon a motion by Director LaClair, seconded by Director Fankhouser, the Board voted unanimously that if an election is required for Board positions, there will be a Ballot question asking voters to reinstate term limits (two, four year terms) for the TrailMark Metropolitan District Board positions. Wording of the ballot question to be finalized by the District's attorney, George Rowley

OTHER BUSINESS

No Community members attend to discuss interest on Community Pool.

Update on West Metro Fire: Sherman Steed quoted from the Littleton Independent which stated the West Metro Fire District merger talks may start again.

Public Comment:

1. Sherman Steed: Brought forth a question regarding increased prairie dog population. Members of the community stated that Jefferson County is considering building a fence on their property to deter the prairie

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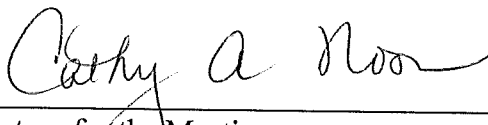
dogs from encroaching on TrailMark properties.

2. A Beaver has been spotted around the ponds again. The Board will monitor and the public was asked to please report any damage.

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 8:25 p.m.

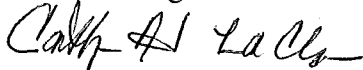
Respectfully submitted,



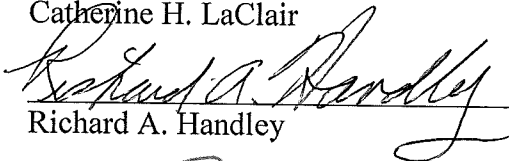
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 28, 2014 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Michael R. Rogers



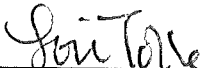
Catherine H. LaClair



Richard A. Handley



Curtis Fankhouser



Lori Tolle