

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD January 19, 2016

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, January 19, 2016 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:

Lori Tolle
James Russell
Todd Roser

Absent was Director LaClair and Director Fankhouser whose Absences were excused.

Also present were:
Cathy Noon; Community Resource Services
Members of the Community

CALL TO ORDER

Director Tolle 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 Tolle and a second by Director Roser, the Board voted unanimously to approve the agenda as presented.

Minutes: The minutes of the November 12, 2015 Board meeting were presented to the Board. Upon a motion by Director Roser and a second by Director Russell, the Board voted unanimously to approve said minutes as presented.

Public Comments: None

RECORD OF PROCEEDINGS

FINANCIAL ITEMS

Review and Approve Ratification and Payment of Claims: After review, upon a motion by Director Roser and a second by Director Tolle, the Board voted unanimously to ratify the December 2015 claims represented by check numbers -3945-3951 totaling \$6,722.82 and approve the current claims represented by check numbers 3952 - 3956 totaling \$27,601.20 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending December 31, 2015 and adjusted as of January 16, 2015. After review, upon a motion by Director Russell and a second by Director Roser the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated December 31, 2015. After review, upon a motion by Director Russell and a second by Director Roser, the Board accepted the financial statements as presented.

MAINTENANCE AND OPERATIONAL ITEMS BOARD MEMBER ITEMS

None.

Audit Engagement Letter With Schilling & Company: Director Russell moved to accept Schilling & Company to Conduct 2015 Audit. Upon second by Director Tolle, vote was taken and carried unanimously.

Update regarding Emergency Response Time and Fire Station #19 Project. Director Tolle reviewed the December 2015 Report for Emergency Response Times and reported 4 calls with response times between 9:50 minutes and 10:43 minutes. Two of those calls were Non-Emergency. Director Tolle gave an update on Fire Station #19 on behalf of Director Fankhouser who is working with the City of Littleton and the project managers to ensure the District's aeration lines and electrical needs are included in construction planning.

Update RE: Communications: Director Roser reported that the TrailMark website has been updated with Financial Statements and will have 2016 Budget and 2016 Board of Directors Election information shortly. The Board discussed mailing an annual update on District activities to each TrailMark household as the HOA Newsletter is not available at this time. Director Tolle stated the HOA may also be doing a mailing and she would follow-up for joint mailing opportunities.

RECORD OF PROCEEDINGS

LEGAL ITEMS

Approval of 2016 Annual Administrative Resolution: Ms. Noon presented the 2016 Annual Administrative Resolution Upon a motion by Director Roser and a second by Director Russell, the Board voted unanimously to approve the Resolution as amended to remove Directors Fankhouser and LaClair as in attendance.

Public Comment: Members of the community posed questions to the Board. 1) Fairview Reservoir #1 winter aeration – Aquatics Associates will be pulling the compressor pumps for maintenance and the aeration will be off until they are reinstalled and the construction on the fire station area is complete. 2) Fence replacement timing and details – the HOA is the lead on this project and cost estimates are still being reviewed. 3) Is the Newsletter and Website maintenance done as a paid position? – These are functions of the HOA, therefore the community member was referred to the TrailMark HOA.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Roser, seconded by Director Fankhouser, and passed unanimously, the meeting was adjourned at 7:17 p.m.

Respectfully submitted,



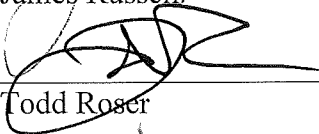
Secretary for the Meeting

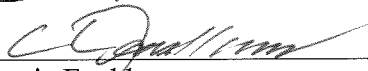
THESE MINUTES ARE APPROVED AS THE OFFICIAL January 19, 2016 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

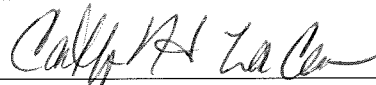
Lori Tolle

RECORD OF PROCEEDINGS


James Russell


Todd Roser


Curtis Fankhouser


Catherine H. LaClair