

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD May 17, 2016

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, May 17 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  
Todd Roser  
Curt Fankhouser  
Catherine LaClair

Also present were:

Cathy Noon; Community Resource Services  
Members of the Community

### CALL TO ORDER

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

Minutes: The minutes of the March 15, 2016 Board meeting were presented to the Board. Upon a motion by Director Fankhouser and a second by Director LaClair, the Board voted unanimously to approve said minutes as presented.

Board Officer Election: Upon a motion by Director Tolle and a second by Director Roser, the Board voted unanimously for Board officers: President, Lori Tolle; Vice-President, Curt

# RECORD OF PROCEEDINGS

---

Fankhouser; Treasurer, Todd Roser; Secretary, Cathy La Clair with Assistant Secretary as Vacant until a new Director is chosen.

Public Comments: None

## 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 April 2016 claims represented by check numbers –3964-3970 totaling \$13,318.66 and approve the current claims represented by check number 3971-3973 totaling \$5,264.33 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending April 30, 2016 and adjusted as of May 13, 2016. After review, upon a motion by Director Tolle and a second by Director Roser the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated May 13, 2016. After review, upon a motion by Director Tolle and a second by Director Roser, the Board accepted the financial statements as presented.

## MAINTENANCE AND OPERATIONAL ITEMS

Pond Update: Tami Schneck sent a report on pond maintenance: Visits/Treatments. Pond maintenance visits were performed on 4/22 and 5/13/16. Ponds FR1, FR2 and G were full, while Pond A was ~1-2' low. At FR2, algae treatments were needed on both occasions for surface algae mats and spot treatment of musk grass beds. The systemic treatments on FR2 were also started for seasonal control of duckweed. Otherwise, no treatments were needed in the other three ponds. FR1 has a moderate phytoplankton bloom with 1.5-2' of visibility, however the growth observed did not warrant treatment. Pond G has a small band of surface algae mats mostly in the cattails along the dam and north shore, but algae growth was not enough to warrant treatment. Debris at the outlet grate was cleaned and removed. Pond A had no problematic growth and the water was muddy.

The weekly storm events and cool weather in April and May to date has resulted in cooler water temperatures and slowed

# RECORD OF PROCEEDINGS

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algae/aquatic vegetation growth this spring. Water temperatures on 5/13/16 were in the mid-60 degree range which will increase growth.

FR1 Aeration- Compressor Maintenance: Maintenance of the FR1 aeration system was completed. The four compressors were removed on 1/14/16, rebuilt in our shop and reinstalled on 4/22/16 concurrent with our regular visits. The aeration is not yet running due to the severed (by construction contractor) electrical and air lines which still need to be repaired. Director Fankhouser reported that he has been in contact with City of Littleton contractors. The plan is for the new power box be located in the island and the compressor box be relocated which will also require the aeration line to be moved.

Neighborhood Clean-Up: A neighborhood cleanup effort was held on May 14th in TrailMark. Resident Keith Barto reported that five garbage bags (largely water bottles and tennis balls) were removed from Pond G. The Board asked Ms. Noon to inquire with Ms. Schneck about what she found while cleaning the Pond G outlet. Communication to residents about trash may be placed in a future newsletter article.

Review Bid for Fairview #2 Outlet Cleaning: Ms. Noon reviewed the bid from Angell Excavating and Services. Ms. Schneck also reviewed Scott Angell's bid dated 5/1/16 for the FR2 outlet work. Here are her comments: Scott's bid for the FR2 outlet cleanup seems reasonable. I would have guessed cost estimate to be ~\$3,000-3,500. I would have Scott revise quote to say \$4,025 Cost NTE, and maybe give range \$3,000-4,000. They can always get a second quote for comparison. Left Hand Excavating in Frederick, CO (Scott Aschenbrenner (303)589-4480) would be good, but are located farther away from TrailMark than some other excavators. If you want a bid from them, I would be glad to coordinate a prelim visit with Scott concurrent with our pond work. Following discussion the Board instructed Ms. Noon to ask Ms. Schneck to work with Left Hand Excavating to provide a bid for comparison. Director Fankhouser will also review the bid with Mr. Angell. A resident inquired about the Fairview #2 aeration system output.. The Board reported that after discussions with Ms. Schneck, plates were installed under the diffusers to help output, but any further disturbance of the pond would likely contribute to more water quality degradation rather than

# RECORD OF PROCEEDINGS

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improvement. The outlet cleaning should help with water quality.

Filing 2 Fence Painting Project Update: The painting project has not been completed due to weather delays.

## BOARD MEMBER ITEMS

Update re: Emergency Response/Fire Station #19 in TrailMark: No update this month. With the new fire station construction, it is expected this agenda item will not be needed in the future.

Update re: Communications: The TrailMark HOA is doing a monthly E-Newsletter rather than a mailed version. And the District is invited to include articles as well as submit information for the Facebook and Next Door social platforms as well as emailed notices. The HOA conducted a Communication Survey in TrailMark and the results showed residents preferred email. The District will continue to place information on the website as well as through HOA communication channels. Director Tolle compiled past District articles and had them posted to the District website. The Board discussed the cost/benefit of the Annual Letter mailed to each household and will revisit the issue in early 2017.

Update re: Bi-Annual Meeting with South Suburban Parks and Recreation: Directors Tolle and Fankhouser reported on the meeting with SSPRD, TrailMark HOA, and the District. Items discussed were 1) adding trash cans and pet waste receptacles in TrailMark. SSPRD is open to new locations based on specific resident requests. 2) Russian Olive tree removal 3) Port-o-potty items 4) Hogback Hill items –including pickleball lines on the basketball court.5) Remote control boats, vehicles – SSPRD does not regulate these but asks that they not interfere with other visitor enjoyment. 6) SSPRD Matching Grant Program - \$10,000 grants available for improvements in SSPRD neighborhood parks 7) Geese - suggestions for control are to oil the geese eggs and have trained dogs haze the geese.8) New bench request at S. TrailMark and Frieburg – SSPRD has a program for memorial benches which could provide a bench for this location. 9) Food trucks – SSPRD needs to permit food trucks in their parks and is looking into the issue.10) “Green Play” Master Plan – discussion about the findings for TrailMark – SSPRD indicates that additional services or major improvements would likely need to be done in partnership with

# RECORD OF PROCEEDINGS

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other entities.

## LEGAL ITEMS

Board Vacancy Discussion and Applicant Dialogue: The Board held a dialogue with applicants Wayne Lupton and Keith Barto to discuss their experience and interests in serving on the Board. The Board answered questions, explained District operations and appreciates their commitment to TrailMark. The Board will fill the vacant Board position at the July 19, 2016 Regular Meeting.

## ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Tolle, seconded by Director LaClair, and passed unanimously, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,



Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL May 17, 2016  
MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY  
THE BOARD OF DIRECTORS SIGNING BELOW:

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Lori Tolle



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Todd Roser

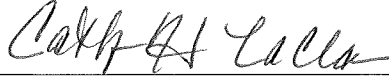


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# RECORD OF PROCEEDINGS

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Curtis Fankhouser

A handwritten signature in cursive script, appearing to read "Cathy H. LaClair", written over a horizontal line.

Catherine H. LaClair