

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD July 21, 2016

A special meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Thursday, July 21, 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 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:

Todd Roser
Curt Fankhouser
Catherine LaClair

Absent were Director Tolle and Director Lupton whose Absences were excused.

Also present were:

Cathy Noon; Community Resource Services
Neil Schilling, CPA, Schilling and Company
Members of the Community

CALL TO ORDER

Director Fankhouser 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 Roser and a second by Director LaClair, the Board voted unanimously to approve the agenda as amended to move the Public Hearing for the 2015 Budget Amendment and Presentation of the 2015 Audit to the first items on the agenda.

Minutes: The minutes of the May 17, 2016 Regular Board meeting and minutes of the June 7, 2016 Special Board meeting were presented to the Board. Upon a motion by Director Roser

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and a second by Director LaClair, the Board voted unanimously to approve said minutes as presented.

Public Comments: None

FINANCIAL ITEMS

Amendment to the 2015 Budget/Debt Fund: Director Fankhouser opened the Public Hearing to amend the 2015 Debt Fund Budget to reflect additional interest paid due to timing of the early pay-off of the 2015 bonds. With no public comment, the hearing was closed at 6:35 p.m. Upon a motion by Director Fankhouser, seconded by Director Roser, the Board voted unanimously for a Resolution to Amend the 2015 Budget: Bond Interest from \$77,416.00 to \$78,500.00 and total Expenditures from \$730,646.00 to \$731,730.00 (difference of \$1084.00).

2015 Audit –Neil Schilling presented the 2015 Audit and answered questions from the Board. The District's Audit had no significant findings and only one adjustment for 2015 HOA reimbursable funds received and paid in April 2016. Upon a motion by Director LaClair and a second by Director Roser, the Board voted unanimously to accept the 2015 Audited Financial Statements.

Review and Approve Ratification and Payment of Claims: After review, upon a motion by Director LaClair and a second by Director Fankhouser, the Board voted unanimously to ratify the June 2016 claims represented by check numbers – 3974-3980 totaling \$22,991.66 and approve the current claims represented by check number 3981-3983 totaling \$8,820.06 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending June 30, 2016 and adjusted as of July 15, 2016. After review, upon a motion by Director LaClair and a second by Director Roser the Board accepted the cash position as corrected.

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Financial Statements: Ms. Noon reviewed the financial statements dated June 30, 2016. After review, upon a motion by Director LaClair and a second by Director Roser, the Board accepted the financial statements as presented.

MAINTENANCE AND OPERATIONAL ITEMS

Pond Update: Ms. Noon reviewed Tami Schneck, Aquatic Associates' email report on pond maintenance: FR2 and Pond G have been treated every ~2-3 weeks for algae mats. FR1 has been treated for algae mats along the shoreline as well as one treatment for planktonic algae (cause of green water color). Having the aeration running again will be beneficial for improving FR1's water quality. Pond A was treated once so far this season for algae and pondweed. Overall treatment needs have been somewhat similar to past seasons.

Update on Cottonwood Trees in Fairview Res. #1: There was a resident concern about cottonwood trees and willows in Fairview #1. Ms. Noon relayed Ms. Schneck's opinion that the trees are not harming the water but if the District wanted to remove them for aesthetic reasons, she would use the same water safe herbicide used in last year's Russian Olive tree removal project. The Board wants to monitor the growth for the remainder of this season and discuss as part of the 2017 Pond Maintenance budget planning.

Review Bid for Fairview #2 Outlet Cleaning: Mr. Fankhouser reported he had follow-up conversation with Angell Excavating about their proposed project work and price. Ms. Schneck emailed that Left Hand Excavating has not had time to look at the FR2 outlet cleanup project. However, Left Hand mentioned their mobilization charge would be more than Angell's since they are located farther from the job site, while their on-site cost would be in similar range. Ms. Schneck believes Angell Excavating will do good job and their cost is reasonable and

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recommends having Angell Excavating do the job this fall. Director Fankhouser agreed and will work with Angell Excavating on a revised NTE bid and on scheduling the work. Upon a motion by Director Roser, second by Director Fankhouser, the Board voted unanimously to contract with Angell Excavating at a not to exceed amount of \$5000.00 to remove silt from the outlet at Fairview Reservoir #2 with said silt to be spread on the shore and covered with erosion blanket. Ms. Noon will coordinate with Angell and SSPRD for authorized access and Director Roser will handle communication with the TrailMark residents through electronic neighborhood avenues.

Filing 2 Fence Painting Project Update: The Board reviewed Filing 2 fence painting concerns. Residents reported that the Hogback Hill Park fence needed to be painted. That message was relayed to South Suburban Park and Recreation District as the fence is their property. Richard Handley with the TrailMark HOA is working with SSPRD and will report to the District. Concerns from residents about notification, overspray, and property damage were addressed by Gantner painting in July. Planning for next year's filing painting will include increased notification. The Board discussed increased oversight of the project in the future. Specifics will be worked out with the contractor during the bid process. The Board also discussed having the main TrailMark Maintenance Map be updated with fence filing painting areas for greater clarity by the community. This item will be discussed at the next joint SSPRD/TMMD/HOA meeting. As the annual painting identifies the condition of the fence each year and minor repairs are done in conjunction with the painting, the Board questioned how the current practice will integrate with the major fence replacement projected to start in 2022. The consensus of the Board is a joint meeting with the HOA on fence replacement would be advantageous. Director Fankhouser will reach out to the TrailMark HOA to schedule.

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BOARD MEMBER ITEMS

Update re: Emergency Response/Fire Station #19 in TrailMark: Director Fankhouser reported the Fire Station Grand Opening is scheduled for August 13.

Update re: Communications: Director Roser suggested that the District website have information on the annual fence painting process and general fence guidelines. He will draft language for the Board to review.

Sharing the Unauthorized Repair/Reconnection of Electrical Services: Director Fankhouser reviewed a request from the City of Littleton to share in cost of the electrical work the City of Littleton performed as part of the Fire Station construction.

On Jun 21, 2016, Mark Relph, City of Littleton emailed Director Fankhouser “that the electrical service for the HOA (lighting) and Metro District (aeration) ended up being completed in an unexpected way. The City’s electrician at the fire station searched, found and repaired the original electrical line coming from the meter at Wadsworth, across the city property to the raised island just west of the new station. Originally discussed was to connect to the city's service at the new station. The cost of this re-connection is \$6,149 and more than what was originally anticipated. The City would like to respectfully request that the cost be split three ways; HOA and Metro District at \$2K and the city cover the balance.”


The Board discussed the request and agreed this work was not as originally agreed upon by the District. The District was repeatedly assured that the District would not be charged for expenses associated with the repair/restoration of the aeration system. In fact, Montgomery Electric’s statement shows no charge for the power disconnection and reconnection to the TMMD aeration system. The Board directed Ms. Noon to respond to the City of Littleton respectfully declining to participate in the cost sharing due to the lack of notification and prior authorization by the District.

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ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Roser, seconded by Director LaClair, and passed unanimously, the meeting was adjourned at 8:07 p.m.

Respectfully submitted,



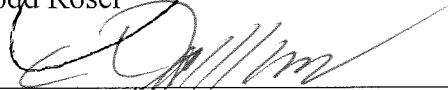
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL July 21, 2016
MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY
THE BOARD OF DIRECTORS SIGNING BELOW:

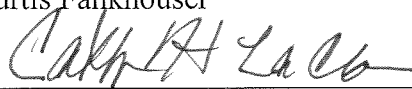
Lori Tolle



Todd Roser



Curtis Fankhouser



Catherine H. LaClair

Wayne Lupton