

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD January 17, 2017

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, January 17, 2017 at 6:30 p.m., at Trailmark Learning Center, 9743 South Carr Way, Littleton CO. 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:

Lori Tolle
Todd Roser
Curt Fankhouser
Wayne Lupton

Absent was Director LaClair whose Absence was excused.

Also present were:

Cathy Noon; Community Resource Services
Tami Schneck, Aquatics Associates
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 Tolle, the Board voted unanimously to approve the agenda as amended to switch the order of Financial and Maintenance Items.

Minutes: The minutes of the November 17, 2016 Special Board meeting were presented to the Board. Upon a motion by Director Lupton and a second by Director Fankhouser, the Board voted unanimously to approve said minutes as amended.

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MAINTENANCE AND OPERATIONAL ITEMS

Public Comments: Gabriel Handley asked if there was a “first right of refusal” if the day care property were ever to be up for sale. This would be a City of Littleton matter and the Board instructed Ms. Noon to contact Littleton for the zoning and deed restrictions on the property. Also discussed were fence sections blown down in the recent windstorm. The HOA is responsible for the repairs to the fence and members of the community stated the process was underway.

Pond Maintenance and Review Planning for 2017 – Tami Schneck: Ms. Schneck presented the 2016 Pond Maintenance Report which is made a part of these minutes. In summary, Aquatics Associates (AA) performed 12 on-site visits, including boat use on Fairview #1 each time. Vegetation growth and algae are the major issues in TrailMark. AA has monitored the TrailMark water system for six seasons and the use of chemicals, grass carp, increased aeration, vegetation removal and outlet work has provided improved and consistent water quality. Other work performed in 2016: FR#2 (Beaver Pond) outlet silt removal; aeration equipment compressor rebuilds; and coordination with Denver Botanic Gardens and Centennial Water and Sanitation District for water releases.

Status by water feature:

Fairview #1 – biggest issues are very high nitrogen and phosphorus levels causing plankton algae and treated with chemicals.

Fairview #2 - requires the most attention due to the shallow depth, deep bottom much and high nitrogen and phosphorus levels.

Pond A – mostly algae and duckweed but water levels were so low last season that there wasn't much of a problem in 2016. Cattails are beginning to encroach and may need attention. Pond G – Water quality is greatly improved with outlet work done a few years ago. Cattails have receded. There are now 3 acres of water where there were only 1.5 acres prior to the outlet work.

Consideration for Aquatics Associates Proposal for 2017 Pond Maintenance: Following discussion of the 2017 pond maintenance needs, Director Tolle made a motion to approve

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the 2017 Aquatics Associates contract for a NTE \$28,600.00. With a second by Director Lupton and unanimous vote, the contract was approved.

FINANCIAL ITEMS

Review and Approve Ratification and Payment of Claims: After review, upon a motion by Director Tolle and a second by Director Roser, the Board voted unanimously to ratify the December 2016 and approve the current January 2017 claims represented by check number 4012 - 4015 totaling \$31,085.69 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending December 31, 2016 and adjusted as of January 13, 2017. After review, upon a motion by Director Fankhouser and a second by Director Lupton the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated December 31, 2016. After review, upon a motion by Director Fankhouser and a second by Director Lupton, the Board accepted the financial statements as amended to move \$3725.00 from Field Supervision to Storm Water General Maintenance.

BOARD MEMBER ITEMS

Update Re: Communications: Director Roser provided an update to the Board on website updates and a draft newsletter to be mailed to all TrailMark residents. Once Directors have provided their input to the newsletter, Ms. Noon will copy and mail to all homes in TrailMark. The Board discussed showing appreciation to the TrailMark HOA webmaster for her work on the District's web pages. Upon a motion by Director

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Fankhouser, second by Director Lupton and unanimous vote, the Board directed Ms. Noon to purchase a \$250 gift card for Director Roser to present to Ms. Jagellio as a thank you.

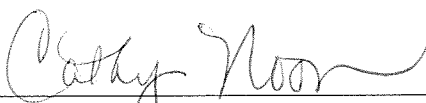
LEGAL ITEMS

Annual Admin Resolution: Ms. Noon presented the Board with the 2017 Annual Administrative Resolution which establishes administrative matters such as posting locations, meeting time and location. Upon a motion by Director Fankhouser, second by Director Tolle and upon unanimous vote, the 2017 Annual Administrative Resolution was approved.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Tolle, seconded by Director Lupton, and passed unanimously, the meeting was adjourned at 8:32 p.m.

Respectfully submitted,




Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL January 17, 2017 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:




Lori Tolle




Todd Roser

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Curtis Fankhouser

Catherine H. LaClair


Wayne Lupton