

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE TRAILMARK METROPOLITAN DISTRICT
HELD
July 17, 2018**

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, July 17, 2018 at 6:30 p.m., at Trailmark Learning Center, 9743 South Carr Way, Littleton CO. 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:

Curtis Fankhouser
Wayne Lupton
Sandy Farish
Cathy LaClair
Rick Handley

Also present were:

Jim Worley; Community Resource Services
Neil Schilling; Schilling and Company (via Phone)
Members of the Community

CALL TO ORDER

Director Fankhouser called the meeting to order at 6:34 p.m. Introductions of the Board and community members were made.

ADMINISTRATIVE ITEMS

Agenda: Mr. Worley presented the Board with the proposed Agenda. Upon a motion by Director Farish and a second by Director Handley, the Board voted unanimously to Approve the agenda.

Minutes: The minutes of the May 15, 2018 Regular Board meeting were presented to the Board. Upon a motion by Director Handley and a second by Director Lupton the Board voted unanimously to approve said minutes as presented.

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PUBLIC COMMENT

There was none.

FINANCIAL ITEMS

Review and Approve Ratify Payment of Claims: After review, upon a motion by Director Lupton and a second by Director LaClair, the Board voted unanimously to ratify the June 14, 2018 claims totaling \$5,944.45 and approve the current July 17, 2018 claims of \$7,734.00 as presented.

Review Cash Position: Mr. Mr. Worley reviewed the cash position with the Board for the period ending June 30, 2018 and adjusted as of July 12, 2018. After review, upon a motion by Director LaClair and a second by Director Fankhouser the Board accepted the cash position as presented.

Financial Statements: Mr. Worley reviewed the financial statements dated June 30, 2018. After review, upon a motion by Director Lupton and a second by Director Farish the Board accepted the financial statements as presented.

Review and Consider 2017 Financial Audit: Neil Shilling, auditor presented the 2017 Audit to the Board. Mr. Shilling answered questions from the Board. The audit received an unmodified opinion. Following discussion and review, upon a motion by Director Lupton and a second by Director Farish, the Board accepted the 2017 Financial Audit as presented. Mr. Shilling will work with Mr. Worley to file the audit with the State of Colorado by the July 31, 2018 deadline.

2019 Budget Items: Mr. Worley reviewed the timing for the 2019 Budget. CRS will prepare a draft budget for the Board to discuss at the September 18, 2018 regular meeting. A Public Hearing on the proposed 2019 Budget will be held on November 20, 2018.

MAINTENANCE AND OPERATIONAL ITEMS

Update on Electric Service to Aeration System: Director Fankhouser updated the Board on the restoration of power to the aeration system. All compressors are working except one and that one compressor will be replaced in July.

Pond Update: Mr. Worley reviewed the report from Aquatics

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Associates which is as follows:

Pond Maintenance- Visits

Four site visits were completed since the May Board meeting (5/15-7/12/18 period). All ponds were observed for treatments needs on 5/21, 6/8, and 7/3/18. FR #1 had minimal aquatic growth on 5/21/18 and no treatment was needed. The FR #1 shoreline was spot treated for surface algae mats on 6/8/18 and treated for a significant planktonic algae bloom (aka phytoplankton, causing yellow-green water color and poor visibility) on 7/3/18. Both FR #2 and Pond G were treated for excessive algae mats on all three occasions, with submerged vegetation (muskgrass) spot treated on 6/8/18 to keep these weed beds from reaching the water surface. Also, in FR #2, applications of the systemic for controlling duckweed were made on 6/8 and 7/3/18 as scheduled. Very little water is present in Pond A; thus, no treatments were warranted.

FR # 1 Aeration

The electrical service to the FR #1 aeration system was restored in June. Curt F. notified us that of the four compressors, one unit was not running, and a second unit was running but is “noisy”. We will be replacing the expired unit with a new compressor in July. As for the second suspect compressor, aside from being noisier, this unit is running okay when inspected on 6/11/18. Consequently, we decided to leave it run until it expires, rather than replacing it at this time. The aeration is running fine except for a little lower air output to the diffusers until the forth compressor is installed.

MANAGEMENT ITEMS

Mr. Worley discussed the appropriate situations when the District should post for gatherings outside of regular Board meetings that could include a quorum of the Board where District issues could be discussed. The Board had some concerns with the appropriate situations but agreed that they would strive to stay within the statute.

BOARD MEMBER ITEMS

Fence Sub-Committee Update: Director Fankhouser updated the Board on the status of a Request for Proposals (RFP) for fence replacement. Director Fankhouser learned a lot from a recent discussion with employees from the Highlands Ranch Metropolitan District (HRMD) about the RFP process and document. HRMD agreed to supply Director Fankhouser with

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a copy of their RFP to help Trailmark. The Board directed that the RFP include TREX and Cedar products. Director Lupton moved that the Board include in the RFP all 5' and 6' privacy fences that the District plans to maintain. Upon a second by Director Fankhouser, following a discussion, the motion was unanimously approved. The District would like to have a signed contract for fence replacement by year end.

LEGAL ITEMS

There were none.


ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Farish, seconded by Director Lupton, 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 July 17, 2018
MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY
THE BOARD OF DIRECTORS SIGNING BELOW:


Curtis Fankhouser

Wayne Lupton


Sandy Farish


Catherine LaClair


Rick Handley