

# RECORD OF PROCEEDINGS

---

## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD September 18, 2018

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, September 18, 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 (Via Phone)  
Sandy Farish  
Cathy LaClair  
Rick Handley

Also present were:

Cathy Noon and Jim Worley; Community Resource Services,  
Members of the Community

### CALL TO ORDER

Director Fankhouser called the meeting to order at 6:32 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 LaClair and a second by Director Handley, the Board voted unanimously to Approve the agenda.

Minutes: The minutes of the July 17, 2018 Regular Board meeting were presented to the Board. Upon a motion by Director Handley and a second by Director Farish the Board voted unanimously to approve said minutes as presented.

### PUBLIC COMMENT

Julie Devon stated to the Board that the proposed Shea Land Purchase is under contract with conditions and was wondering if

# RECORD OF PROCEEDINGS

---

the Metro District is willing to make a backup offer. Director LaClair made a comment saying if the District said yes, they would need to review their finances and would need a vote from the people. Director Fankhouser stated that he would prefer that the HOA Committee finish their process.

## FINANCIAL ITEMS

Review and Approve Ratify Payment of Claims: After review, upon a motion by Director Farish and a second by Director LaClair, the Board voted unanimously to ratify the August 2018 claims totaling \$7,734.00 and approve the current September 18, 2018 claims of \$2,184.00 as presented.

Review Cash Position: Mr. Mr. Worley reviewed the cash position with the Board for the period ending August 31, 2018 and adjusted as of September 7, 2018. After review, upon a motion by Director Farish and a second by Director Handley the Board accepted the cash position as presented.

Financial Statements: Mr. Worley reviewed the financial statements dated August 31, 2018. After review, upon a motion by Director Farish and a second by Director Handley the Board accepted the financial statements as presented.

Presentation and Discussion of 2019 Draft Budget: The Board discussed a draft 2019 Budget with various mill levies. After a lengthy discussion, the Board directed that the Budget reflect a Permanent mill levy of 15 mills with a Temporary Mill Levy Reduction of 11 mills resulting in a mill levy for collection in 2019 to be 4 mills.

## MAINTENANCE AND OPERATIONAL ITEMS

Update on Electric Service to Aeration System:

Pond Update: Director Fankhouser reported that all four compressors at FR#1 are working. Director Handley reported that 2 bubblers on the west side of FR#2 don't appear to be working. Tami Schneck's Pond Update will address this concern.

Mr. Worley reviewed the report from Aquatics Associates which is as follows:

Pond Maintenance- Visits

# RECORD OF PROCEEDINGS

---

Five site visits were completed since the July Board meeting (7/17-9/14/18 period). All ponds were observed for treatment needs on 7/27, 7/31, 8/16, 8/29, 8/31/18. The FR #1 and FR #2 annual peak-season water quality and nutrient sampling was completed on 8/29/18. FR #1 was again treated for excessive phytoplankton blooms (cause of yellow-green water color and poor visibility) on 8/16 and 8/31/18, as well as for shoreline algae mats on 7/27 and 8/31/18. FR #2 and Pond G continue to support excessive growth of surface algae mats and were treated on four occasions. Algae mats are especially excessive in FR #2, requiring spray treatment every 14 days to keep growth in this pond under control. Very little water was present in Pond A, which has been the case most of this dry hot summer. Only an 8' x 2' area of water was observed on 8/16/17; otherwise Pond A is a "sea" of cattails.

## FR #2 Aeration

In response to Rick Handley's question of whether the two diffusers on the east side of the pond could be raised above the muck: Yes, we can pull up the diffusers to see if this is an issue. However, the diffusers are already mounted to underlays, thus my guess is that they are probably not sitting in the muck. We can also look at replacing or cleaning the diffusers which could also be clogged by mineral precipitates, which happens over time. Note that this solar system is small and has a limited supply of air output to the four diffusers (~2 cfm air flow is maximum output), making it difficult to get equally balanced air flow to the four diffusers. This system would need to be expanded to increase the air output or replaced with a small (1/2 hp) electric-powered system with 5 cfm of air output.

## 2019 Budget Estimate

For now, I would use an estimate of \$30,000 for seasonal pond maintenance in 2019. This amount is the 2018 NTE contract amount (\$29,200) plus 3% to cover anticipated product increases in 2019. Regarding any big items/special projects, I do not foresee anything needed for 2019. The only task that comes to mind is expanding the FR #2 aeration at some point in the future.

## MANAGEMENT ITEMS

None.

# RECORD OF PROCEEDINGS

---

## BOARD MEMBER ITEMS

Fence Sub-Committee Update: Director Fankhouser updated the Board on the status of a Request for Proposals (RFP) for fence replacement and commented that he and Director Lupton are reviewing.

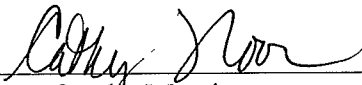
## LEGAL ITEMS

There were none.

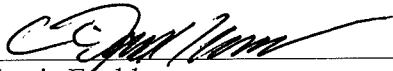
## ADJOURNMENT

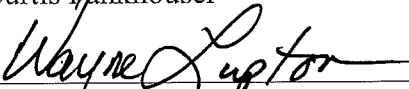
There being no further business to come before the Board, upon motion duly made by Director Handley, seconded by Director Farish, and passed unanimously, the meeting was adjourned at 8:26 p.m.


Respectfully submitted,

  
\_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL September 18, 2018 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
\_\_\_\_\_  
Curtis Fankhouser

  
\_\_\_\_\_  
Wayne Lupton

  
\_\_\_\_\_  
Sandy Farish

  
\_\_\_\_\_  
Catherine LaClair

\_\_\_\_\_  
Rick Handley