

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD March 20, 2018

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Tuesday, March 20, 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  
Todd Roser  
Cathy LaCLair

Absent was Director Lupton whose Absence was excused.

Also present were:  
Cathy Noon; Community Resource Services  
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: 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 amend the agenda to add III.B. Pond Update.

Minutes: The minutes of the January 16, 2018 Regular Board meeting were presented to the Board. Upon a motion by Director Roser and a second by Director Fankhouser, the Board voted unanimously to approve said minutes as presented.

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## PUBLIC COMMENT

There was none.

## FINANCIAL ITEMS

Review and Approve Ratification and Payment of Claims: After review, upon a motion by Director Roser and a second by Director LaClair, the Board voted unanimously to ratify the February 14, 2018 claims totaling \$5,693.24 and approve the current March 20, 2018 claims represented by check number 4080 - 4084 totaling \$28,735.07 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending February 28, 2018 and adjusted as of March 16, 2018. After review, upon a motion by Director LaCLair and a second by Director Roser the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated February 28, 2018. 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

Update on Electric Service to Aeration System: Director Fankhouser reported that the City of Littleton (at their cost) would be installing a new meter connected from the transformer behind the Fire Station to the District and HOA lines. Xcel Energy has approved the project and the City is working with Xcel on design and installation. Once complete, the new line should provide electric power to the Fairview #1 aeration system and entrance lighting. Since the new meter will serve both the District and HOA and the District will be billed as owner, it will be necessary to add this item those shared in the Maintenance Agreement.

Pond Update: Ms. Noon reviewed the report from Aquatics Associates which is as follows:

### Visits:

Two site visits were made to TrailMark since the 1/16/18 Board meeting. On 1/18/18, the solar aeration system on FR #2 was turned off as requested by the Board in an effort to allow the pond to freeze over to detract the geese/waterfowl from overwintering on the pond. On 3/15/18, the FR #2

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eration was turned back on for the 2018 season and we also found that Curt Fankhouser had already turned the FR #1 aeration back on (plugged compressors in) sometime before this visit (probably end Feb/early March?). We replaced the air filters on all compressors which are running good.

The water temperatures are now starting to warm up with temperatures of 52 degrees measured in FR #1 and FR #2. In FR #1, the water level was low in FR #1 (~4.5-5' low), no aquatic growth was observed, and the visibility was ~3.5'. In FR #2, the clarity was also ~3.5' and a small amount of bottom algae was observed. No treatments were performed on 3/15th since it is still a bit too cold; however some spot treatment for algae will likely be initiated for the season in early April.

Director Fankhouser stated that while the Fairview #1 aeration is plugged in, there isn't power to the box, so the system isn't running.

### MANAGEMENT ITEMS

Consideration of Gantner Painting Bid: Ms. Noon reviewed the 2018 Filing 4 Fence Painting bid with the Board. Following discussion, upon a motion by Director Fankhouser and a second by Director Roser, the Board accepted the bid for \$30,977.64.

Communication Plan for Fence Painting Project: The Board discussed resident notification for the project. It was noted that only split rail fencing is being painted this year and Gantner's crew can paint both sides without entering resident yards. However, Ms. Noon will work with Mr. Gantner on notifications on the start date.

Consideration of Mosquito Control Services: Ms. Noon presented a bid from Vector Disease Control International for mosquito control in the District. The bid included three year options: year one (2018) - \$2470.00; year two (2019)- \$2532.00; and year three (2020) - \$2595.00. Following discussion, After review, upon a motion by Director LaClair and a second by Director Roser, the Board accepted the Vector Disease Control bid for three years – 2018-2020.

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Update on 2018 Directors Election: Ms. Noon reported that as there were no more candidates than available positions on the Board, the 2018 Directors Election could be cancelled and candidates Cathy La Clair, Sandy Farish, Wayne Lupton and Rick Handley deemed elected. They will be sworn into office at the May 15, 2018 meeting. Public Notice of the cancellation will be published in the Littleton Independent.

### BOARD MEMBER ITEMS

Update Re: Communications: The annual newsletter was sent by CRS to all TrailMark homes in February.

Fence Committee Update: Director Fankhouser reported that an updated cost estimate was received by the Fence Subcommittee which will be reviewed at the next meeting (date to be determined).

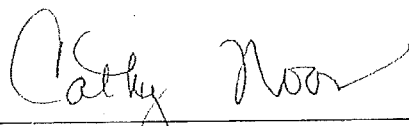
### LEGAL ITEMS

There were none.

### 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 7:42 p.m.

Respectfully submitted,



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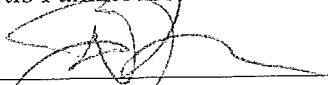
Secretary for the Meeting

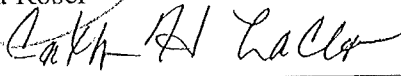
THESE MINUTES ARE APPROVED AS THE OFFICIAL March 20, 2018 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

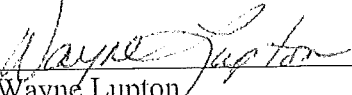
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Curtis Fankhouser

  
Todd Roser

  
Catherine H. LaClair

  
Wayne Lupton