

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE TRAILMARK METROPOLITAN DISTRICT
HELD
May 15, 2018**

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as “Board”) was held on Tuesday, May 15, 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 LalLair
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: Ms. Noon presented the Board with the proposed Agenda. Upon a motion by Director Roser and a second by Director Lupton, the Board voted unanimously to Approve the agenda.

Minutes: The minutes of the March 20, 2018 Regular Board meeting were presented to the Board. Upon a motion by Director LaClair and a second by Director Roser, the Board voted unanimously to amend the minutes of March 20, 2018, to change the year of the payment of claims from 2017 to 2018.

RECORD OF PROCEEDINGS

PUBLIC COMMENT

There was none.

NEW BOARD MEMBER OATH OF OFFICE

Election Wrap up by Ms. Noon: Ms. Noon commented to the Board that the May 8, 2018 election was cancelled as there were no more candidates than positions open on the Board of three four year terms and one two year term.

Outgoing Director Recognition: The Board recognized Director Roser's service on the Board for the past four years and presented him with a gift card. Director Roser expressed his appreciation for the opportunity to serve the community and work with fellow Directors of the Board.

Administration of Oaths of Office to Newly Elected Board Members: President Fankhouser administered the Oaths of Office to Directors-Elect Norman (Wayne) Lupton, Sandy Farish, Catherine LaClair, and Rick Handley.

Election of Board Officers: Director Handley moved and Director LaClair seconded a motion for Director Fankhouser to serve as President, Director Lupton serve as Vice-President, Director Farish to serve as Secretary, Director LaClair to serve as Treasurer and Director Handley to serve as Assistant Secretary. Upon unanimous vote, the motion carried.

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 April 18, 2018 claims totaling \$23,227.78 and approve the current May 15, 2018 claims of \$2,701.39 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending April 30, 2018 and adjusted as of May 10, 2018. 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 April 30, 2018. After review, upon a motion by

RECORD OF PROCEEDINGS

Director Fankhouser and a second by Director Lupton the Board accepted the financial statements as presented.

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. The City of Littleton has the line in place and approval from Xcel Energy. Connection of the new meter should be soon. Director Fankhouser will be sure to let Aquatics Associates know when the Fairview Reservoir #1 aeration power has been restored.

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

Visits

Two site visits were made since the March Board meeting (during the 3/20-5/14/18 time frame). On 4/11/18, all ponds were observed for needs. While algae was beginning to grow in the ponds, growth was overall insignificant and no treatments were needed. The systemic treatment program for controlling FR #2's duckweed was started. The TrailMark ponds were inspected on 5/1/18. Algae growth was treated in both FR #2 and Pond G. In FR #1, the water was relatively clear with 5-6' of visibility and no treatment was necessary. Water temperatures are now in the mid-60's so aquatic growth will be increasing for the season.

MANAGEMENT ITEMS

Ms. Noon informed the Board that Jim Worley would be helping with management of the District while she's on medical leave.

BOARD MEMBER ITEMS

Fence Sub-Committee Update: The committee has not had a meeting yet but is hoping to meet by the end of May or early June. Membership of the committee was discussed as member of the HOA CAC committee are also on the TMMD, so sub-committee meetings would have a quorum of the TMMD Board and will now need to be posted. Mr. Worley answered questions about the Highlands Ranch Metro District Fence Replacement and offered to connect HRMD staff who worked on the project with members of the subcommittee.

Discussion on Shea Land: Director LaClair submitted questions to Ms. Noon prior to the meeting and the questions

RECORD OF PROCEEDINGS

and answers were reviewed with the Board. The land is 7.68 acres and zoned PD-Commercial. Any change to that zoning would require action by the City of Littleton. When contacted, Shea Properties indicated the following: *We have had this site on our books for quite some time. We decided that we would go ahead and list the site for sale. We currently have no one interested. We have no specific use in mind. We will consider an opportunity for the entire site or, if someone is interested in just a portion of the site, we may be willing to consider that, based on use and what remains.*

The property is valued by Jefferson County at \$692,302 and taxes are \$21,284/year and TMMD does receive taxes on the property. There was discussion regarding possible purchase and ownership by a TrailMark entity and questions regarding the usage. The City of Littleton will be holding a “meet and greet” in TrailMark on June 26th and it was determined this item should be discussed with Littleton officials.

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 LaClair, and passed unanimously, the meeting was adjourned at 8:09 p.m.

Respectfully submitted,



Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL May 15, 2018
MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY
THE BOARD OF DIRECTORS SIGNING BELOW:



Curtis Fankhouser

RECORD OF PROCEEDINGS

Wayne Lupton

Wayne Lupton

Sandy Farish

Sandy Farish

Catherine LaClair

Catherine LaClair

Rick Handley

Rick Handley

J