

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE TRAILMARK METROPOLITAN DISTRICT HELD November 8, 2018

A special meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was held on Thursday, November 8, 2018 at 6:30 p.m., at Littleton Fire Station #19, 8490 W. TrailMark Pkwy, Littleton Colorado. 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

Absent was Director Handley whose absent 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 6:46 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 Farish and a second by Director Lupton, the Board voted unanimously to Approve the agenda.

Minutes: The minutes of the September 18, 2018 Regular Board meeting were presented to the Board. Upon a motion by Director Lupton and a second by Director Farish the Board voted unanimously to approve said minutes as presented.

PUBLIC COMMENT

There was none.

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FINANCIAL ITEMS

Review and Approve Ratify Payment of Claims: After review, upon a motion by Director Farish and a second by Director Fankhouser, the Board voted unanimously to ratify the October 19, 2018 claims totaling \$4,270.59 and approve the current November 8, 2018 claims of \$19.18 as presented.

Review Cash Position: Ms. Noon reviewed the cash position with the Board for the period ending October 31, 2018 and adjusted as of November 2, 2018. After review, upon a motion by Director Lupton and a second by Director Farish the Board accepted the cash position as presented.

Financial Statements: Ms. Noon reviewed the financial statements dated October 31, 2018. After review, upon a motion by Director Lupton and a second by Director Farish the Board accepted the financial statements as presented.

Conduct Public Hearing to Adopt 2019 Budget, Appropriate Expenditures and Certify Mill Levy: Director Fankhouser opened the Public Hearing at 7:02 p.m. and reviewed the 2019 draft budget. Following discussion by the Board and no comments from the public in attendance, the Public Hearing was closed at 7:35p.m. Upon a motion by Director Lupton and a second by Director LaClair, the Board voted unanimously to approve a Resolution to adopt the 2019 budget, appropriate expenditures and certify the mill levy for the General Fund 4 mills (permanent mill levy of 15 mills minus a temporary mill levy reduction of 11 mills). Since the final Bond payment was made in 2018, the Debt Fund will no longer be required.

MAINTENANCE AND OPERATIONAL ITEMS

Update on Electric Service to Aeration System:

Ms. Noon reviewed the report from Aquatics Associates Inc (AAI) which is as follows:

Pond Update: Due to the lack of air output, AAI replaced the four diffusers on 10/18/18 at a cost of \$995.00. Director Farish moved that the Board ratify the cost of these replacements. Upon a second by Director LaClair, a vote was taken and the motion carried unanimously.

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The current problem, however, is that one of the two compressors will need to be replaced. The faulty compressor's motor has failed and cannot be rebuilt (i.e., compressor's diaphragm portion can be rebuilt as done in Feb 2015, but the motor portion of the unit cannot). The total cost to replace the 24-v DC compressor is \$1,345-1,370 (compressor, misc parts, labor), and the Board authorized a replacement cost of an amount not-to-exceed of \$1,500. The compressor is in stock and can be replaced by AAI as soon as this work is authorized. For the time being, "half" of the solar system is operating (one compressor and two diffusers).

Pond Maintenance- Visits

Three site visits were completed since the September Board meeting (9/18-11/6/18 period). All ponds were observed for treatment needs on 9/18, 10/18 and 10/22/18. FR #1 was treated on 9/18/18 for the phytoplankton bloom. FR #2 was treated on 9/18/18 for algae mats and on 10/22/18 for both algae mats and musk grass covering the pond bottom, which was hopefully the last treatment of the season. Pond G was looking good on all Sept-Oct visits with no treatment needed.

Aeration

FR2- Because of the lack of air output, the four diffusers were replaced on 10/18/18. Replacing the diffusers was definitely necessary, as there is now good air output from all four diffusers. The problem now, however, is that one of the two compressors will need to be replaced. The faulty compressor's motor is expired and cannot be rebuilt (i.e., compressor's diaphragm portion can be rebuilt as done in Feb 2015, but the motor portion of the unit cannot). The total cost to replace the 24-v DC compressor is \$1,345-1,370 (compressor, misc parts, labor). The compressor is in stock and can be replaced by AAI as soon as this work is authorized. For the time being, "half" of the solar system is operating (one compressor and two diffusers).

MANAGEMENT ITEMS

BOARD MEMBER ITEMS

FR1- The system was inspected on 10/18/18. Intake filters were replaced and the housing box and equipment was cleaned and vacuumed. This system is running fine. It will be turned off for the winter whenever the lakes freezes over (Tami or Curt F. to do)

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Director Fankhouser moved that the Board approve NTE \$1,500.00 for the new FR # 2 compressor. Upon a second by Director Lupton, a vote was taken and the motion carried unanimously.

There were none.

Consideration of 2019 Privacy Fence Replacement Project Request For Proposal(RFP):

Directors Fankhouser and Lupton reviewed the RFP with the members of the audience. Following discussion, the Day Care and Lift Station sections of the fence should be removed from the RFP but the “commercial:” section of fence along the Shea property should be included. Following a motion by Director La Clair, second by Director Fankhouser and unanimous vote, The Board approved the 2019 Privacy Fence Replacement Project RFP subject to 1) the confirmation of linear feet 2) areas addressed in discussion above, 3) to amend section 10.1 to state: “award to the lowest, qualified responsible bidder per product type”.and 4) subject to approval by the TrailMark HOA Board.

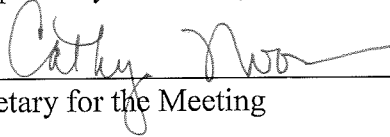
LEGAL ITEMS

There were none.

ADJOURNMENT


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

Respectfully submitted,

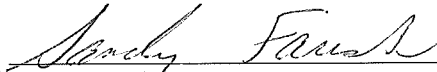


Secretary for the Meeting

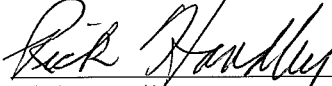
THESE MINUTES ARE APPROVED AS THE OFFICIAL November 8, 2018 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:


Curtis Fankhouser
Wayne Lupton

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Sandy Farish

Catherine LaClair


Rick Handley

