

# RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
THE TRAILMARK METROPOLITAN DISTRICT  
HELD  
JANUARY 12, 2021**

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as "Board") was convened by telephone conference call on Tuesday, January 12, 2021 at 6:30 p.m. The call-in information was listed in the meeting notice posted by the District and the public was able to attend the meeting via telephone conference call, if they so desired.

**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:

Wayne Lupton  
Rick Handley  
Sandy Farish  
Catherine LaClair  
Ray Hallquist

Also present were:  
Cathy Noon, Community Resource Services  
Tami Schneck , Aquatics Associates  
Thelma Steed, Resident  
Linda Fields, Resident  
Members of the Community

**CALL TO ORDER:** Director Lupton called the meeting to order at 6:31 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 Hallquist, the Board voted unanimously, and the agenda was approved as amended to change III A. Ratification of May, 2020 claims to December, 2020 claims.. and add Discussion of Centennial Water and Sanitation Work under Maintenance Items.

Minutes. The minutes of the November 12, 2020 Regular Board meeting were presented to the Board. Upon a motion by Director Handley and a

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second by Director LaClair the Board voted unanimously to approve said minutes as presented.

**PUBLIC COMMENT:** There was none.

**FINANCIAL ITEMS:** Review and Approve/Ratify Payment of Claims. After review, upon a motion by Director Handley and a second by Director LcClair, the Board voted unanimously to ratify the December 2020 Claims and a motion by Director Handley and a second by Director LaClair to approve the current January 12, 2020 claims of \$32,642.74.

Review Cash Position. Ms. Noon reviewed the cash position December 31, 2020 adjusted to January 14, 2021. After review, upon a motion by Director LaClair and a second by Director Hallquist, the Board accepted the cash position as presented.

Financial Statements. Ms. Noon reviewed the financial statements dated December 31, 2020. After review, upon a motion by Director LaClair and a second by Director Hallquist, the Board accepted the financial statements as presented.

**BOARD MEMBER ITEMS**

The Board had a discussion on the annual homeowner's newsletter. Ms. Noon will draft the newsletter and send to the Board for their input.

**MAINTENANCE AND OPERATIONAL ITEMS**

2020 Pond Maintenance Review and Planning for 2021, Aquatics Associates Report: 2020 Pond Maintenance – Recap

Overall pond maintenance needs were relatively similar to the last few years although more visits and treatments were needed during the 2020 season. A total of 22 visits were completed in 2020, with 16 treatments performed during the April through October time frame. Aquatic growth was treated in FR-1, FR-2, and Pond G ponds with no treatments needed in Pond A.

- Water levels were lower than usual in all ponds with the 2020 summer water levels the lowest we have ever observed at the TrailMark property over the 2011-2020 period. The FR-1 water level has been very low since early August (3-3.5' low). Similar conditions were found at FR-2 with water levels 1.5' low by mid-July to 3' low by early September. Pond G has also been very low since mid-July with levels at 3' low and 5' low by September. Water levels in Pond G were too low to warrant

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treatments after 8/11/20. The new water level for Pond G should be three feet lower than historic levels due to outlet flow work required by the City of Littleton.

FR-1 was not accessible by boat for treatment purposes by early August because of the low water and exposed mud shoreline; therefore treatments were performed using shoreline equipment. FR-2 was accessible using a dingy for algae treatments in the open water as well as shoreline equipment.

The main problems encountered in the four TrailMark ponds as well as the general conditions observed are summarized below.

- FR-1- Regular treatments were needed to control phytoplankton blooms throughout the season with algae mats along the shoreline also occasionally treated. Water clarity was poor due to the re-occurring phytoplankton blooms causing the yellow-green water color.
- FR-2- Prolific growth of algae mats required algaecide treatments on an every two week basis to keep growth in check. Muskgrass (weed-like algae) was treated on several occasions to prevent beds from reaching the water surface. Duckweed was controlled with the systemic product applied monthly from April through July. Water clarity was good.

Pond G- The pond was mainly treated for algae mats with some spot weed treatments done for the muskgrass and pondweed beds. Grass carp are providing some control of these submerged weeds. Water clarity was good.

- Pond A- Very little water was present in Pond A, with pond area consumed by cattails; therefore no aquatic vegetation treatments were necessary.

## FR-2 Fish

FR-2 is managed as a wetland pond and wildlife habitat and was never intended to be a recreational fishery. The goal is to maintain healthy water quality conditions to the maximum extent possible by managing problematic algae/aquatic vegetation to provide an aesthetically pleasing pond environment at TrailMark. Unwanted fish that were introduced to the FR-2 system sometime last season were eliminated in October 2020 concurrent with our treatment using a specific algaecide (can be toxic to fish when applied at the EPA labeled higher rates). This management strategy will be used in the future as necessary.

## Nutrient Water Sampling

The pond maintenance program includes water sampling for nutrients in FR-1 and FR-2. A data summary for 2011-2020 is provided on page 3. Nutrient levels, both phosphorus (TP) and nitrogen (TN) were again very high in FR-1 in August 2020 (high since 2016), which support the excessive and near constant algae blooms and poor water clarity. In FR-2,

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TP and chlorophyll a levels were comparatively lower (better vs. FR-1) although TN remained in the high range for Front Range waters. The TN was very high at 3,100 ug/L (vs. State threshold of 910 ug/L). Although FR-2's TP levels have been less than the State's recommended threshold the last four years, algae mats continue to be problematic due to the high nitrogen levels.

## Aeration Systems

For the FR-1 system, two of the four compressors were replaced with refurbished units in October 2020. One compressor of the original units was last rebuilt in Q1 2016. Our recommendation is to run these three units until they expire, and then replace them. The fourth compressor (new Aug 2018) should be rebuilt this season concurrent with our regular visits.

For the FR-2 solar aeration system, several key components failed and were replaced in October 2020 including the two 24-v compressors, time clock and 12/24-v converter. The system is now in good working condition to effectively aerate FR-2. Note that when water levels at the diffusers become low (<4' deep) aeration is not effective providing very little oxygenation and water circulation. Ms. Schneck will verify with Keeton Industries on the life of the solar batteries if the timer is turned off for the winter.

Both systems will require minor maintenance in 2021, which includes inspections, replace soiled air filters, cleaning of equipment and housing boxes. This minor maintenance is performed concurrent with our regular site visits.

## **2021 Pond Maintenance**

Basic pond maintenance in 2021 will be similar to past years. Tasks will include: 1) regular site visits with aquatic vegetation treatments performed as needed; 2) nutrient monitoring in FR-1 and FR-2; 3) spot treatment of any Russian olive new growth; 4) treatment of cattails and other weeds around outlet structures of all ponds; 5) debris clean up at Pond G's outlet; 6) sludge/phosphorus reduction treatments in FR-2 [*Phoslock* or *Muck Reducer*]; and 7) minor maintenance of the aeration equipment on FR-1 and FR-2; rebuilding one unit on FR-1; and 9) project management including updates for 2021 Board Meetings and communication with Cathy Noon (CRS), Board, etc. as necessary.

Aquatics Associates Proposal for 2021 Pond Maintenance: Director Handley moved to approve the 2021 pond maintenance proposal at a cost NTE \$30,800. Upon a second by Director Hallquist, a vote was taken, and the motion carried unanimously.

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### Management Items

Discussion regarding Centennial Water & Sanitation Proposed Work at Fairview Reservoir #1. Ms Noon reviewed an email received from Centennial W&S stating that work has been done on equipment and more work is being scheduled for the future. Ms Noon has asked their representative, Swithin Dick, for cost estimates for Board approval.

Fence Painting: The Board discussed the Fence painting for 2021. Filing 3 and Star Canyon Condo and Patio Homes are proposed for this spring. The Board discussed that the split rail fence in the Star Canyon area is painted on the outside by the TMMD/TMHOA but the inside, while part of this bid, is paid for by the respective Star Canyon HOAs.

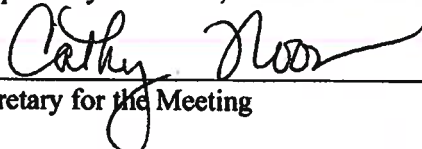
Consideration of Proposals for Annual Fence Painting – Filing 3 and Star Canyon: The Board reviewed bids from Prep-Rite Coatings and Gantner Painting. Noting a 54% difference in cost between the bids, Director Hallquist moved to approve Gantner Painting to perform the annual fence painting of Filing 3 and the TMMD/TMHOA portion of Star Canyon. Upon a second by Director Handley, a vote was taken, and the motion carried unanimously. Director Handley and Ms. Noon will coordinate with the Star Canyon HOAs and Gantner Painting regarding the project.

Annual Administrative Resolution: The Annual Administrative Resolution lays out the requirements of the District and who will perform certain obligations. Director Hallquist moved that the Board approve the annual administrative resolution. Upon a second by Director Lupton, a vote was taken, and the motion carried unanimously.

### ADJOURNMENT:

There being no further business to come before the Board, upon motion duly made by Director Lupton, seconded by Director Hallquist, and passed unanimously, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

  
Secretary for the Meeting

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THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY  
19, 2021 MINUTES OF THE TRAILMARK METROPOLITAN  
DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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Wayne Upton  
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Wayne Upton  
Sandy Farish  
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