

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE TRAILMARK METROPOLITAN DISTRICT
HELD
JANUARY 18, 2022**

A regular meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as “Board”) was convened by Zoom conference meeting on Tuesday, January 18, 2022, 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
Cathy LaClair
Ray Hallquist

Also present were:
Cathy Noon and Michelle Parker, Community Resource Services
Tami Schneck, Aquatic Associates

Members of the Community

CALL TO ORDER: Director Lupton called the meeting to order at 6:40 p.m.

ADMINISTRATIVE ITEMS: Agenda. Ms. Noon presented the Board with the proposed Agenda. Upon a motion by Director La Clair, a second by Director Hallquist and unanimous vote, the agenda was approved as presented.

Minutes. The minutes of the November 11, 2021, Regular Board meeting were presented to the Board. Upon a motion by Director Lupton and a second by Director Hallquist, the Board voted unanimously to approve said minutes as presented.

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FINANCIAL ITEMS: Review and Approve /Ratify Payment of Claims. After review, upon a motion by Director Handley and a second by Director Hallquist the Board voted unanimously to ratify the December 2021 Claims and approve the January claims.

Review Cash Position. Ms. Noon reviewed the cash position December 31, 2021, adjusted to January 12, 2022. After review, upon a motion by Director LaClair, and a second by Director Handley, the Board accepted the cash position as presented.

Financial Statements. Ms. Noon reviewed the financial statements dated December 31, 2021. After review, upon a motion by Director LaClair and a second by Director Handley, the Board accepted the financial statements as presented.

BOARD MEMBER ITEMS

Retaining Wall and Sidewalk Update: No New contractors have responded to the District for a bid at this time.

2022 Annual Administrative Resolution: Director Lupton moved that the District approve the 2022 annual administrative resolution. Upon a second by Director Handley, a vote was taken, and the motion carried unanimously.

MAINTENANCE ITEMS

Pond Maintenance Update: Ms. Schneck reviewed the 2021 work that her firm, Aquatics Associates, performed. Compressor Maintenance (Aeration FR-1 and FR-2)

FR-1 aeration- The 115-v system has four compressors of the following ages: one rebuilt compressor one (rebuilt Feb 2021, new Aug 2018), one rebuilt compressor (original rebuilt Apr 2016) and two refurbished compressors installed by AAI on 10/22/20 one of which will be replaced in Q1 2022. We recommend running these units until they expire and then replace them. As mentioned in our 1/15/22 Recap update, you should budget for new compressors which will be needed at some point in the future (current cost \$715 ea plus misc. parts and installation labor). Eventually the entire compressor cabinet should be replaced (cost will be provided).

FR2 aeration- Various solar aeration components failed and were replaced in October/November 2021 as well as in 2020. One of the two compressors is inoperable and was returned to the manufacturer; it cannot be repaired and we are waiting for a new unit to arrive (~6 weeks lead time; ETA ~Feb 20th). Since our troubleshooting the various parts failures with Keeton on four

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occasions during the Oct/Nov 2021 time frame, the FR-2 solar system now in working order except for the one compressor we are waiting on.

Both aeration systems will require minor maintenance in 2022 (i.e., inspections, replace soiled air filters, cleaning of equipment and housing boxes). The 2022 cost estimate includes parts (air filters and supplies) with minor maintenance performed concurrent with our regular site visits during the season.

As recommended in the 1/15/22 Recap report, we should plan for replacing these systems in the future. Both systems are now older and components are failing, especially the solar system which has required excessive time to diagnose and replace parts. The in-water components (air lines and diffusers) do not need to be replaced; however, the above water components should be replaced with updated equipment (i.e., FR-1 compressor cabinet only; FR-2 cabinet and solar panels/components). We will provide you with costs for this equipment for future planning.

Russian Olive Eradication/Maintenance

We should continue to monitor and eradicate any new growth of Russian olive trees (RO), which are a State noxious weed, rather than letting these “weeds” grow into trees in two to three years. At FR-2, new growth shoots were cut and sprayed with aquatic herbicide to prevent re-growth each summer since 2018. We also eradicated a few RO that we found growing along the shorelines of FR-1 and Pond G in 2020.

Consideration of Aquatics Associates Proposal for 2022 Pond Maintenance: Following Ms. Schneck’s update on 2022 needs and proposal to perform the necessary work, Director Handley moved that the Board approve the proposal for 2022 maintenance at a NTE amount of \$31,700. Upon a second by Director LaClair, a vote was taken, and the motion carried unanimously.

South Metro Fire Neighborhood Fire (SMFD) Mitigation Plan: Following the Marshall Fire (Superior, Louisville), South Metro Fire has contacted HOAs with information on fire mitigation for residential neighborhoods. The TrailMark HOA shared this information with the District. Following discussion, the Board asked Ms. Noon to contact SMFD to see what next steps the fire department thinks are necessary.

Sidewalk/Retaining Wall Repair: Director Hallquist updated the Board that it has been difficult to get contractors to bid and

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suggested using a RFP for design and build rather than full design. Directors shared their opinions on what exactly the project should include – full replacement of the retaining wall and sidewalk with drainage improvements or just replacing the sidewalk. Ms. Noon was instructed to contact the City of Littleton to meet And check on what the city may require.

Gathering Proposals for Annual Fence Painting: Ms. Noon presented the measurement spreadsheet to the Board a for the 2022 fence painting for Filing 4. The Board discussed walking Filing 4 and marking posts that need to be replaced. Directors Handley and Lupton and TrailMark HOA President, Ken Collazzi, will undertake this when the weather permits. Ms. Noon was directed to obtain bids for painting and post replacement for consideration at the March 15, 2022, meeting.

MANAGEMENT ITEMS

Update on May 2, 2022 Election: Ms. Noon provided an update to the Board. The District has one 3-year term up and one 1-year term up for election Self-Nomination Forms are due back by February 25, 2022 for those intending to run for office. Director La Clair is term-limited but all others with expiring terms are eligible to run for the Board again. The election information will be posted on the District’s website and included in the HOA Newsletter.

ADJOURNMENT:

There being no further business to come before the Board, upon motion duly made by Director Hallquist, seconded by Director Handley, and passed unanimously, the meeting was adjourned at 8:39 p.m.

DocuSigned by:
Respectfully submitted,
Cathy Noon
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Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANURARY 18, 2022 MINUTES OF THE TRAILMARK METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

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Wayne Lupton
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Wayne Lupton

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Sandy Farish

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Sandy Farish
Catherine Hallair

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Catherine Hallair
Kate Hallair

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Rick Hallquist
Ray Hallquist

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Ray Hallquist