

# RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF  
THE TRAILMARK METROPOLITAN DISTRICT  
HELD  
November 14, 2023**

A special meeting of the Board of Directors of the TrailMark Metropolitan District (referred to hereafter as “Board”) was convened in person conference meeting on Tuesday, November 14, 2023, at 5:30 p.m. Meeting was held at Littleton Fire Station 19 at 8490 W TrailMark Pkwy.

**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:

Rick Handley  
Jeffrey McBroom  
Sandy Farish  
Wayne Lupton  
Randy Ellis

Also present were:  
Mat Birkeness, Community Resource Services  
Lloyd Kinney, Resident  
Deb Koppetmaa, Resident  
Logan Kinde, Resident  
Sally Janssen, Resident  
BJ Burnett, Resident

**CALL TO ORDER:** Director Lupton called the meeting to order at 5:30 p.m.

**ADMINISTRATIVE ITEMS:** Agenda. Director McBroom moved to approve the agenda. Upon a second by Director Farish, a vote was taken, and the motion was carried unanimously.

Minutes. The minutes of the September 19, 2023, Regular Board meeting were presented to the Board. Upon a motion by Director Handley and second by Director McBroom the Board voted unanimously to approve the minutes.

**PUBLIC COMMENT** None

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## Financial Items

Ratify Payments of current Claims.

A motion by Director Farish to pay the current claims and second by Director Lupton the Board voted unanimously to ratify the current claims.

B. Review Cash Position (enclosure). Mr. Birkeness presented, there were no questions. Upon motion by Director Lupton, and second by Director Handley the Board voted unanimously to accept the Cash Position.

C. 2024 Budget Discussion and Consideration: Mr. Birkeness presented the draft and discussed key figures. Extensive discussion was held. Upon a motion by Director Luton and seconded by Director Ellis the draft was vote on, and approved unanimously.

## BOARD MEMBER ITEMS

None.

## MAINTENANCE ITEMS

A. Aquatics Associates Report (enclosure). Upon a motion by Director Lupton and seconded by Director Handley the report was voted upon and accepted unanimously.

## MANAGEMENT ITEMS:

A. Walkway Handrail Update. Mr. Birkeness noted difficulties with vendors. He is continually looking for a qualified vendor. The board discussed, if necessary this item can be tackled after the new year.

## PUBLIC COMMENT

None

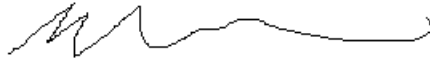
There being no further business to come before the Board, upon motion made by Director Lupton, seconded by Director Farish, and passed unanimously, the meeting was adjourned at 5:56 p.m.

## ADJOURNMENT:

Respectfully submitted.

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Secretary for the Meeting