
St. Vrain Lakes Metropolitan District No. 1 Management Report November 30, 2020

Community Activities & Administrative Updates

- **Communications:**

- **Newsletter Fourth Quarter:** The District's fourth quarter newsletter will be distributed in early December. The newsletter focused on rate changes, seasonal lighting, snow removal, board & community meeting schedule, covenants, winter landscaping, and frequently asked questions.
- **Barefoot Lakes Community Meeting:** The Community Meeting was held October 20th.
 - **Developer Updates:** The management team coordinated with Brookfield Residential, the developer of Barefoot Lakes, to present updates regarding the community's planning and development status at each quarterly Community Meeting.
 - **District Management:** The management team presented information regarding the proposed O&M fee increase and budget timelines.
- **Phone and Email Communications:** In order for our team to manage to the structure and budget allocation adopted by the St. Vrain Lakes Metropolitan District Nos. 1-4, all emails and voicemails are checked M/W/F by team members and responded to or elevated for a response from management if necessary.
 - The District has sent 4737 email communications to 1304 people from January 2020 to September 30, 2020. The District has received 3846 emails from 795 people. The average number of emails received per week is 100.13 and 94.56 sent. Enclosed is a communication data report that will be provided from the District's general email inbox moving forward. (Report Attached)
 - The District has sent 41 emails through the community email listserv (MailChimp) from January 2020 through October 14, 2020 and published or updated 42 news posts. Enclosed is a MailChimp email campaign report that will be provided from the District's MailChimp account moving forward. (Report Attached)
 - The District has received and responded to 229 voicemails from January 2020 to September 30, 2020. The District began tracking daily incoming calls that a team member was able to answer at the time of the call effective June 5, 2020, to date receiving 247 calls.
- **Builder Partners District 101:** The management team hosted a Builder District 101 meeting for all builder partners on January 31, 2020 and July 10, 2020. Our 4th Quarter Builder 101 will be virtual on December 11th at 2pm. The meetings focus on St. Vrain Lakes 101 regarding resources to relay accurate information regarding the District's operations, taxes, fees, covenants, design review, and community amenities.
- **Operations & Maintenance Webpage:** The new Operations & Maintenance webpage was launched. This webpage will focus on the O&M 2020 Plan, weekly services schedule, maps, and frequently asked questions related to the roads, trails, parks, and facilities within the community.

- **Resident Committees:**

- Social: The Social Committee meet on March 11th, April 20th and June 10th to discuss events and the cancellation or modification of planned events due to the coronavirus pandemic. All events and meetings are cancelled or postponed until further notice.
 - The Social Committee 2020 Budget and 2021 Budget are attached for review.
- Finance: The Finance Committee orientation session occurred January 21, 2020. The Finance Committee held its first quarterly meeting with the District's management team on February 10, 2020. District Management continues to work with the Finance Committee to answer questions and provide requested documentation.
- Modifications: The Modifications Committee orientation session occurred January 21, 2020. The Modification Committee held its first quarterly meeting with the District's management team on February 11, 2020. The Modifications Committee met on July 21, 2020; Minutes of the Modification Committee are enclosed.

- **Covenant Enforcement**: The District's management team has issued a total of 526 Advisory Letters from January 6, 2020 through November 24, 2020. The largest violations noted across the District are regarding property maintenance, and the Design Review application not being submitted and approved prior to installation of rear yards. The District's management team has transitioned to monthly covenant inspections, in accordance with the amended and restated Declaration of Covenants, Conditions and Restrictions for Barefoot Lakes starting January 1, 2020.

- The District's management team conducted bi-monthly covenant inspections and issued a total of 470 Advisory Letters from January 2019 – December 2019.

- **Design Review Committee Coordination**: The District's management team has received 287 applications from January 1, 2020 through November 24, 2020 for review and approval.

- The District's management team coordinated design review approvals on a total of 137 applications submitted from January 1, 2019 through December 31, 2019.

Effective February 1, 2020 the Design Review Committee has delegated the rear yard application review and approval process to the District's Landscape Architect, Colorado Vista Landscape to increase the turnaround time of applications being reviewed and approved. Application are reviewed weekly, and completed application are processed to Colorado Vista Landscape for review and approval on a bi-weekly basis. Applications that request variance approvals are then held and submitted to the Design Review Committee monthly.

- **Update on Collection of Development and Operations Fees:**

Development Fees: As of July 9, 2020, the District has collected Development fees on a total of:

229 lots in Filing 1 –	\$675,550
36 lots in Filing 1.2–	\$106,200
138 lots in Filing 2 –	\$407,100
19 lots in Filing 2.1 -	\$ 56,050
<u>64 lots in Filing 3 –</u>	<u>\$188,800</u>
486 lots Total –	\$1,433,700

Operations Fees: On October 1st, the District's management team billed out fourth quarter operations fees (\$195/quarter) to homeowners. A total of 394 homeowners were billed for fourth quarter operations fees, totaling \$76,830.

Homeowner Closings: As of October 15th, 145 closings have been processed in 2020. District ownership records reflect 507 lots are resident owned, and 106 lots are builder owned.

- The District's management team processed 134 closings total in 2019.

Operation and Maintenance

- **The Cove – Modified Operations:** The District's management team and the YMCA worked with the Board to monitor Public Health Orders and modify operations to meet the required guidelines. Residents are able to make a reservation to access the gym from 4:00 am - 10:00 pm, seven days a week. A reservation will still be required prior to arriving or can be made using the QR code provided outside the fitness door. The YMCA Summary is attached for review.
 - **Masks are to be worn at all times while exercising.**
 - **No more than three (3) people are using the gym at a time per COVID-19 guidelines announced in mid-Nov. The YMCA is following all new COVID-19 gym requirements resulting in 10% capacities, reservation systems to be maintained, and wearing a mask at all times.**
- **Lakes Operations & Maintenance:** The District's management team has continued to work with High Plains Environmental Center and Solitude Lake Management to manage the rehabilitation of natural habitat and mitigate erosion along the edges of Barefoot Lakes.
- **Aquatic Resource Management:** Solitude Lake Management began the 2020 Lake Management Water Quality and Fishery operations in April. Initial tests continue to show the environment of the Lakes are continuing to improve.
 - An email is attached for your review regarding the water quality management for recreation use from Erin Stewart, Regional Manager Aquatic Biologist.
- **Manicured Landscape Maintenance:**
 - Manicured Landscape: Irrigation has been winterized and all annual floral has been removed. Filing 2 and Filing 3 punch lists have been completed.
 - SUA Area Construction Activity & Waterside Park Landscaping: Turf grass has been installed in the waterside park area and all of the SUA reclamation areas.
- **Natural Habitat Management:** The District's management team has continued to work with High Plains Environmental Center to manage the rehabilitation of natural habitat around Barefoot Lakes. Effective January 1, 2020 High Plains Environmental Center added management and maintenance of natural areas in the residential tracts of Filing 1. HPEC will be coordinating all operations and maintenance including beauty band mowing, weed control, trash pickup, and seeding as needed.

Title	Subject	Send Date	Total Rec'd	Open Rate	Total Open	Unique Clicks	Click Rate	Total Clicks
St. Vrain L: Quarterly Newsletter & Meeting Reminders - Å Barefoot Lakes @ St. Vrain Lakes Metro District		1/10/2020 18:00	363	42.78%	523	80	22.66%	128
Community Reminders and Updates - Barefoot Lakes @ St Vrain Lakes Metro District		1/17/2020 18:00	373	61.19%	805	52	14.02%	71
February 4 Meeting Reminders: Board Meeting & Resident Committees		1/29/2020 16:12	375	57.64%	521	33	8.85%	38
The Cove C The Cove Closed February 6, 2020 for Repairs		2/5/2020 10:24	378	48.14%	279	14	3.72%	17
Facility Clo Facility Closures Effective March 13, 2020 at 5:00 P.M.		3/13/2020 15:56	400	69.85%	518	5	1.26%	5
Community Updates: Å Electronic Board Meeting Notice & Facility Closures COVID19 Protocol		3/27/2020 16:02	400	68.09%	679	51	12.81%	71
Barefoot L: Your YMCA Weekly Check In & Updates! Å ðŸ™€		4/17/2020 9:23	450	31.89%	309	20	4.56%	25
Barefoot L: Your YMCA Weekly Check In & Updates! Å ðŸ™€		4/24/2020 11:06	450	35.04%	351	21	4.69%	41
Barefoot L: Your YMCA Weekly Check In & Updates! Å ðŸ™€		5/1/2020 17:01	446	27.13%	222	13	2.91%	15
Barefoot L: Your YMCA Weekly Check In & Updates! Å ðŸ™€		5/8/2020 17:35	460	39.78%	368	31	6.74%	49
Barefoot L: Your YMCA Weekly Check In & Updates! Å ðŸ™€		5/14/2020 17:10	458	29.98%	271	28	6.13%	52
Barefoot L: Your YMCA Weekly Check In & Updates! Å ðŸ™€		5/22/2020 13:25	471	58.09%	593	46	9.79%	79
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		5/29/2020 16:54	481	72.35%	905	44	9.15%	64
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		6/4/2020 16:32	479	59.92%	829	36	7.52%	49
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		6/12/2020 12:44	492	54.99%	1408	122	24.85%	355
June 23, 21 Notice & Public Attendance Procedure for June 23, 2020 St. Vrain Lakes Board Meeting		6/19/2020 10:23	511	53.74%	999	61	12.01%	109
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		6/19/2020 17:13	508	43.87%	799	39	7.71%	107
2020 First . First Annual Independence Day Barefoot Bike Parade		6/23/2020 13:11	508	58.97%	845	46	9.07%	90
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		6/28/2020 13:04	521	46.05%	1055	99	19.08%	389
St. Vrain L: Community Meeting - July 21, 2020		7/7/2020 12:57	528	55.32%	798	15	2.85%	27
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		7/10/2020 16:30	532	42.56%	1009	97	18.27%	270
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		7/18/2020 14:56	547	43.49%	825	72	13.21%	155
4th Annua 4th Annual Barefoot Lakes 5k and 10k		7/21/2020 9:54	547	55.31%	858	36	6.59%	61
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		7/24/2020 14:00	556	42.09%	950	84	15.11%	218
St. Vrain L: Barefoot Lakes Pier and Dock Grand Opening		7/27/2020 16:07	556	67.09%	1518	102	18.35%	247
Notice of F Notice of Regular Board Meeting - August 4, 2020		7/30/2020 14:48	559	56.45%	811	64	11.47%	137
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		7/31/2020 16:04	559	42.29%	775	84	15.05%	190
5k/10k Car 4th Annual Barefoot Lakes 5k/10k Cancelled		8/4/2020 11:24	560	53.31%	558	6	1.07%	11
Barefoot L: Your Weekly Check In & Updates! Å ðŸ™€		8/7/2020 15:40	559	46.04%	1071	113	20.32%	352
The Cove Å The Cove Weekly Updates! Å ðŸ™€		8/14/2020 17:44	573	48.77%	1197	94	16.49%	270
Blue Greer Blue Green Algae at Barefoot Lakes Avoid Water Contact		8/21/2020 13:58	576	55.32%	782	32	5.58%	50
The Cove Å The Cove Weekly Updates! Å ðŸ™€		8/21/2020 15:31	575	42.76%	781	79	13.79%	203
The Cove Å The Cove Weekly Updates! Å ðŸ™€		8/28/2020 17:02	579	43.77%	925	83	14.36%	216
The Cove Å The Cove Weekly Updates! Å ðŸ™€		9/4/2020 14:01	582	38.14%	988	74	12.71%	219
The Cove Å The Cove Weekly Updates! Å ðŸ™€		9/11/2020 15:54	585	39.79%	795	47	8.06%	125
The Cove Å The Cove Weekly Updates! Å ðŸ™€		9/18/2020 13:19	596	40.40%	731	64	10.77%	207
The Cove Å The Cove Weekly Updates! Å ðŸ™€		9/25/2020 15:55	599	46.31%	1096	98	16.44%	224
The Cove Å The Cove Weekly Updates! Å ðŸ™€		10/2/2020 15:56	599	43.38%	853	69	11.56%	135
SUA Area C Sod Installation and Community Meeting		10/8/2020 11:24	601	52.68%	710	70	11.71%	106
The Cove Å The Cove Weekly Updates! Å ðŸ™€		10/9/2020 16:03	605	41.53%	672	55	9.14%	166
SUA Area C Sod Installation		10/14/2020 10:56	604	22.63%	188	12	2.00%	15

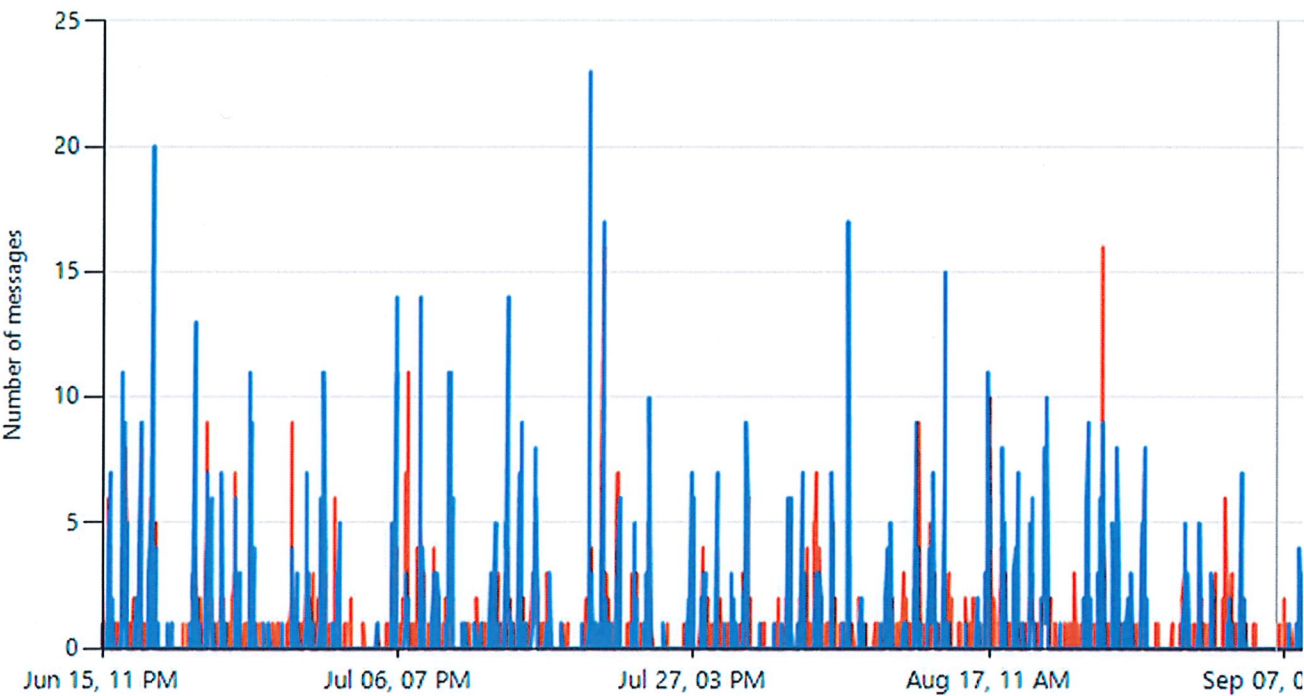
Crystal Clemens

Subject: FW: My SVL Metrics

Tuesday, June 16, 2020 - Wednesday, September 30, 2020
all hours, all week days

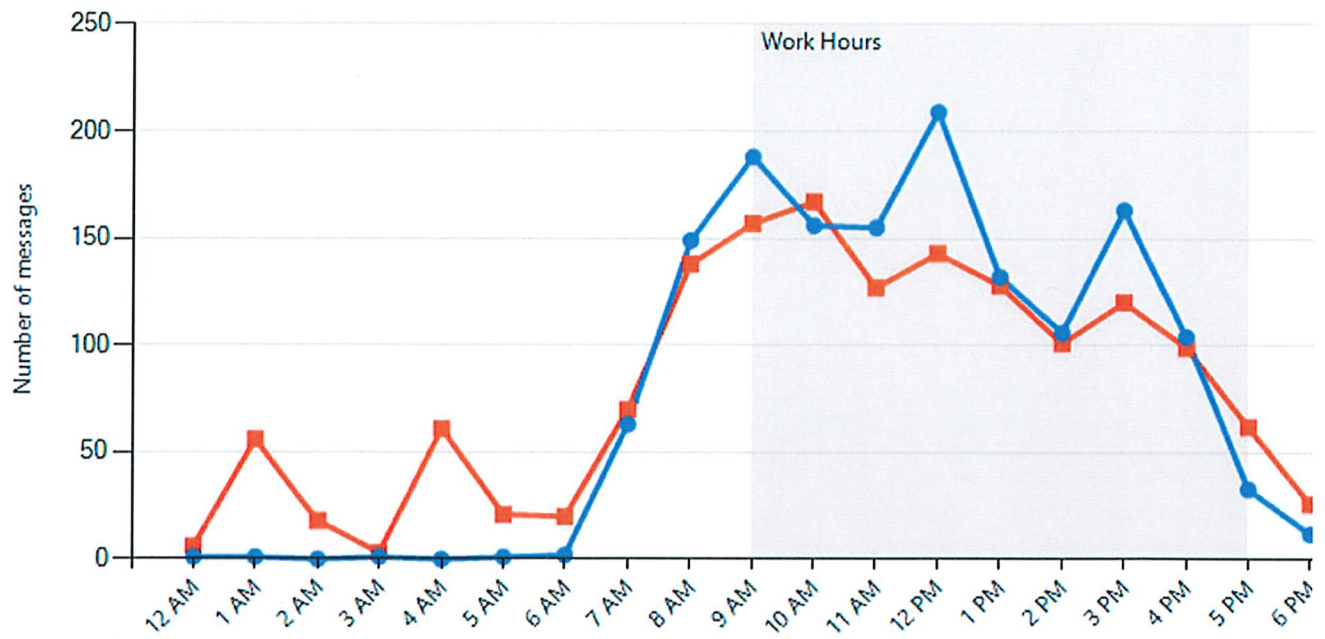
1513 emails sent to 391 people
1602 emails received from 357 people
8 AM, Tuesday, July 21, 2020 (10/16)
Wednesday, June 17, 2020 (46/38)

Traffic



To zoom in click and drag on the chart area. To zoom out click on the button on the lower left corner of the chart area.

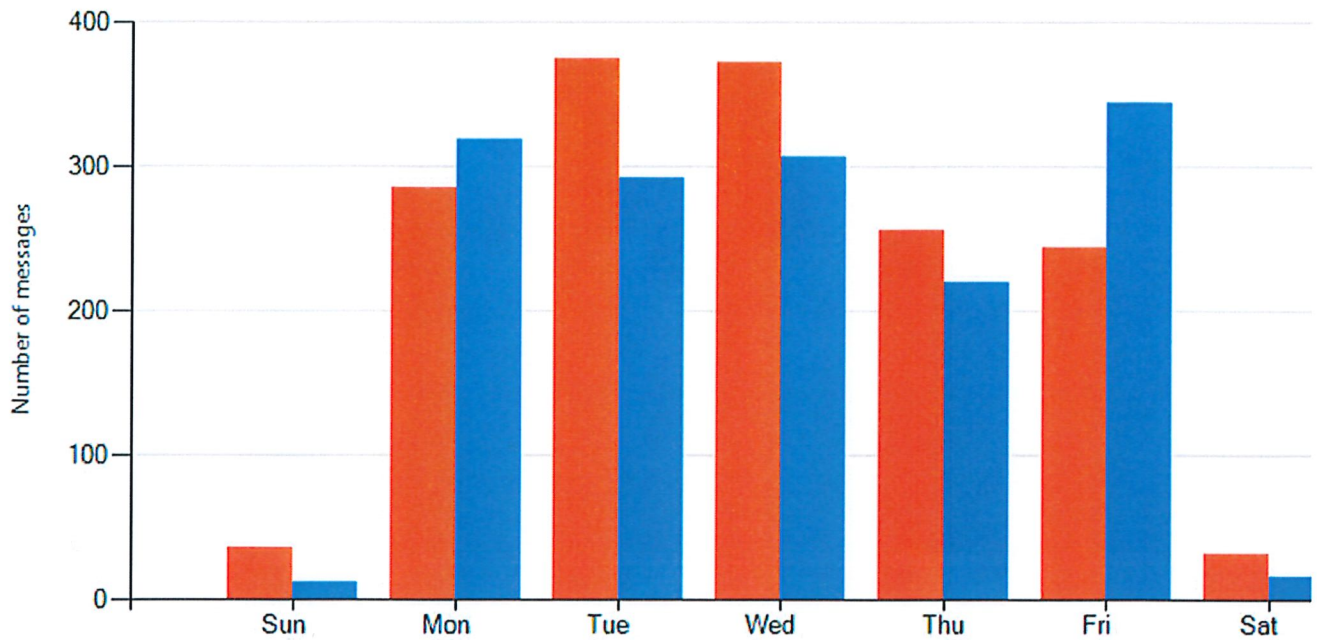
Day Hours Traffic



Average emails received per day: 14.97

Average emails sent per day: 14.14

Week Days Traffic



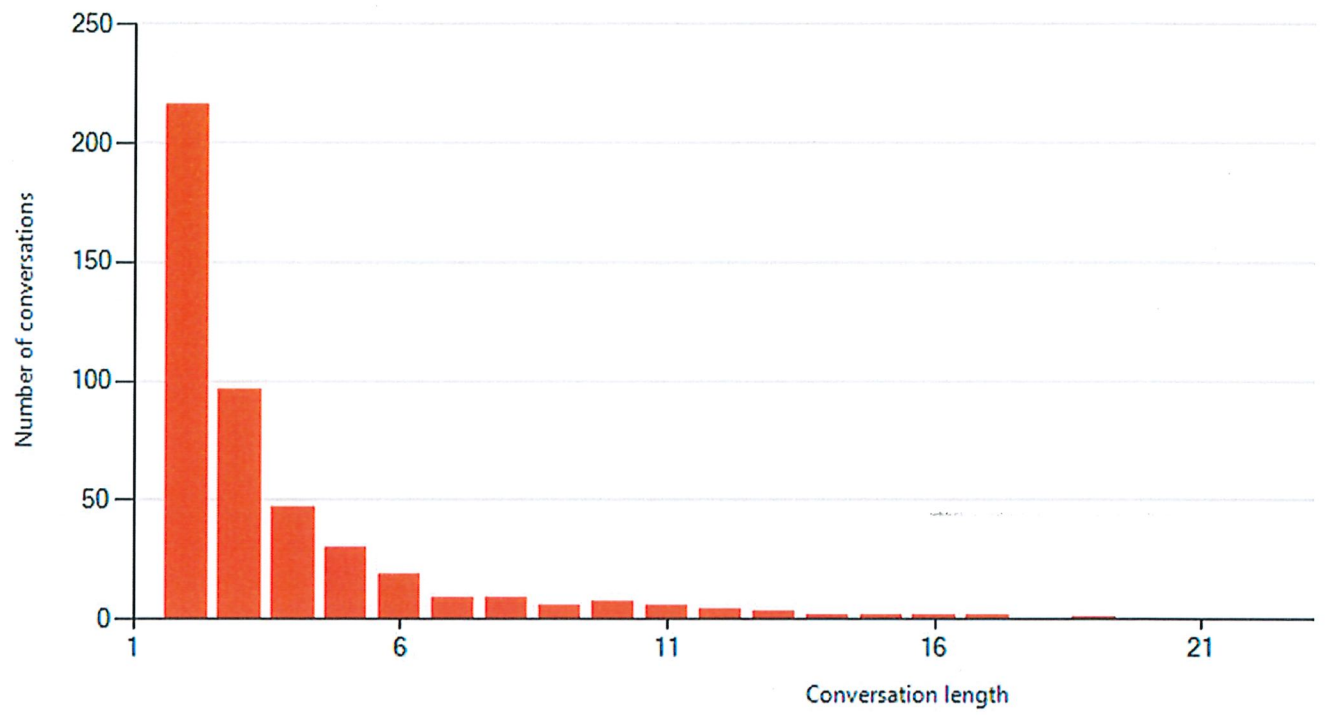
Average emails received per week: 100.13

Average emails sent per week: 94.56

Top 10 Recipients

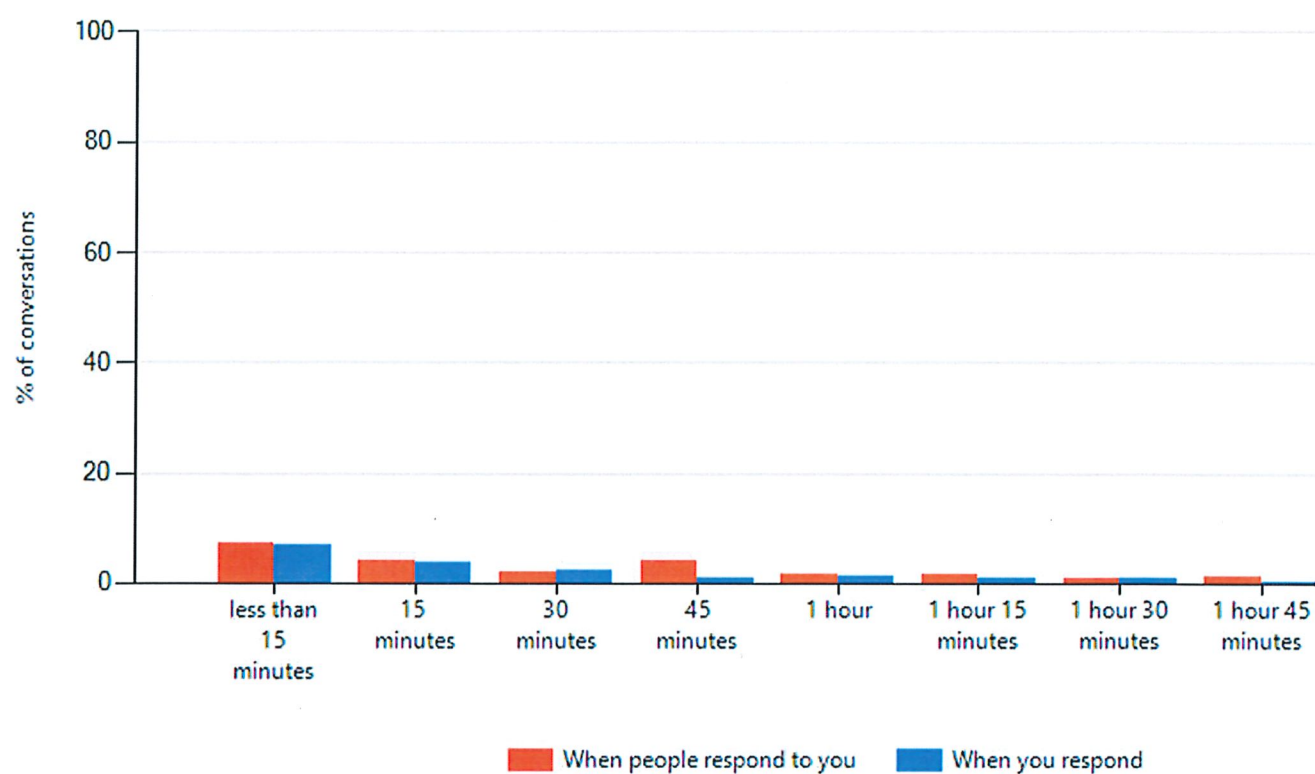
Received		Sent	
The Bill.com Team < notificationonly@hq.bill.com >	188	St. Vrain Lakes < updates@svlmd-barefootlakes.com >	256
ColoradoVista Landscape Design < coloradovista@comcast.net >	122	ColoradoVista Landscape Design < coloradovista@comcast.net >	127
Schobinger, Cyndi < cschobin@heritagetco.com >	38	Summer Skov < summers@pinnacleconsultinggroupinc.com >	73
Robert Schnoes < roberts@pinnacleconsultinggroupinc.com >	26	Jacquelyn Grossnickle < jacquelyng@pinnacleconsultinggroupinc.com >	67
Ram Matang < ramprasadmatang@gmail.com >	21	Crystal Clemens < crystalc@pinnacleconsultinggroupinc.com >	62
Jeanette Welch < jeanettecwelch@gmail.com >	21	Chelsey Green < chelseyg@pinnacleconsultinggroupinc.com >	52
Rob Grimaldi < rob@integritystainless.com >	20	Josh McReynolds < joshm@pinnacleconsultinggroupinc.com >	50
Rachel Glasser < rachglasser@yahoo.com >	19	Robert Schnoes < roberts@pinnacleconsultinggroupinc.com >	35
Kutzer, Jeff < jeff.kutzer@mdch.com >	18	Schobinger, Cyndi < cschobin@heritagetco.com >	30
Jennifer Rittner < jensstyle04@gmail.com >	18	Christy McCutchen < christym@pinnacleconsultinggroupinc.com >	26

Conversation Stats



Average conversation length: 3.80 emails

Time Before First Response



Barefoot Lakes Community

Social Committee Meeting

Wednesday, October 14th, 2020

5:00pm

The Cove Patio

Agenda

Purpose: Assist in organizing social events within the Barefoot Lakes Community to include scheduling and management of social activities, and to foster a greater sense of community by enabling homeowner involvement within the community.

- I. Call to order**
- II. Member Comments**
- III. Old Business**
 - 2021 Event Calendar Planning
 - Trunk or Treat Décor – Committee Trunk
 - Halloween Event Update
 - Thanksgiving Food Drive Update
 - Christmas Update
- IV. New Business**
 - Wine and Paint Party Planning
 - Pop-up Event – December Planning
 - Virtual Events
- V. Additional Comments**
- VI. Adjourn**

The next meeting will be in November, Time and Date TBD

The Cove at Barefoot Lakes 2020

2020	EVENT TYPE	BUDGET	COST
7-Feb	Cove Family Valentines Party	\$500.00	
11-Apr	Drive-Thru Easter Bunny	\$100.00	
4-Jul	Barefoot Family Bike Parade	\$400.00	
25-Jul	Pickleball Tournament #1	\$50.00	
29-Aug	Cove Adults Only Pool Party	\$600.00	
Summer	Family Photo Prize Raffle	\$600.00	
19-Sep	Pickleball Tournament #2	\$75.00	
27-Sep	The Cove Neighborhood Matket	\$0.00	
7-Oct	Halloween Kids Craft #1	\$50.00	
17-Oct	Halloween Kids Craft #2 and Movie Night	\$50.00	
24-Oct	Cove Family Trunk or Treat	\$500.00	
6-Nov	Adults Wine and Siip Party 1-2	\$450.00	
13-Nov	Thanksgiving Kids Crafts	\$100.00	
5-Dec	Adults Wine and Sip Party #3-4	\$450.00	
11-Dec	Christmas Kids Crafts and Movie Night	\$100.00	
12-Dec	Family Christmas at The Cove	\$3,000.00	
Total Cost		\$7,025.00	Total Budget

The Cove at Barefoot Lakes 2021

2020	EVENT TYPE	BUDGET	COST
Feb	Kids Craft and Movie Night	\$50.00	
May	Pickleball Tournament 3v3 Basketball Tournament	\$50.00	
May	The Cove Pool Party	\$500.00	
July	Barefoot Bike Parade/PennisulaParkapoalooza	\$2,000.00	
Aug	The Cove Neighborhood Market	\$350.00	
Aug	The Cove Pool Party	\$500.00	
Sept	Pickleball Tournament/ 3v3 Basketball Tournament	\$50.00	
Oct	Cove Family Trunk or Treat	\$0.00	
Nov	Adults Wine and Siip Party	\$0.00	
Dec	Christmas at The Cove	\$2,500.00	
Total Cost			\$10,000.00
		\$6,000.00	



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

November 1st

Social Committee

- Social Committee 2020 budget and list of events along with proposed 2021 event list and budgets, see attached
- Last Social Committee meeting was held on October 14th at 5pm, see attached for agenda, meeting minutes are not available.

Further notes: UPDATE: See attached Agenda - The Committee will plan 2021 events with the Chair or Co-chair to lead the group and call the meeting to order. I will be wrapping up a Staff Meeting and will join in following that meeting. Let me know if you have any questions, the goal is to have the 2021 event calendar in draft form by end of meeting. I will have meeting packet and material ready for reference. Please let me know if you cannot attend and we may re-schedule as we need at least (3) members present to hold the planning meeting.

Lindsey Ruff is inviting you to a scheduled Zoom meeting.

Topic: Social Committee Meeting - October

Time: Oct 14, 2020 05:00 PM Mountain Time (US and Canada)

- The recommendation of the YMCA is to cancel all events for the remaining year due to COVID-19 concerns and the guidelines made by state and local governments. Weld county moved to level Red on Sunday November 22nd at 5pm. These new guidelines include masks required for all outdoor events, limit to 75 participants and enforcement of 6ft of social distancing. With the current event scheduled (sleigh rides with up to 10 participants) we cant ensure social distancing and mask wearing at all times during this event.
- The December 5th paint and sip event has been cancelled per the board's recommendation.

Coffee Details

- Cost amount break down monthly per monthly invoicing (amounts include \$125 monthly machine rental):
 - September – November 2019 startup cost: \$1,065.64
 - December 2019: \$214.24
 - **Total for 2019: \$1,279.88**
 - January 2020: \$412.24
 - February 2020: \$716.40
 - March 2020: \$561.89
 - April 2020: \$392.90
 - May 2020: \$432.42
 - June – November 2020: \$125/monthly for machines rental. No additional coffee items have been invoiced since May 2020 due to COVID-19 and closures. It is anticipated with the current coffee stock that we will not have to submit an order until early 2021.
 - **Total between January – May 2020: \$2,515.85**
 - ~ average monthly cost \$455
 - **Total for 2020 so far: \$3,265.85**

Crystal Clemens

From: Erin Stewart <estewart@solitudelake.com>
Sent: Tuesday, November 24, 2020 6:34 PM
To: Crystal Clemens
Cc: Chelsey Green; Jesse Mestrovic
Subject: Re: St. Vrain Lakes

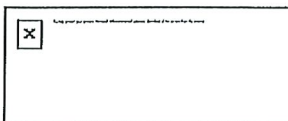
Follow Up Flag: Follow up
Flag Status: Flagged

Crystal,

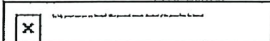
The Barefoot Lakes have severely impacted water quality and are being managed to maintain water quality for recreational use. The current water quality, even with intensive management, is still impaired and has cause for potential environmental and human health risks due to the cyanobacteria blooms. These blooms can cause harmful blooms that are capable of producing toxins that can be dangerous to humans, pets, and wildlife. These lakes are a huge asset to the community and it would be a huge loss not to utilize them to their full potential. With regular inspections, water quality testing, and management, the lakes can be used for fishing, boating, hiking, wildlife habitat, and the community informed of current conditions. Although there are no site-specific water quality standards as in many lakes and reservoirs in Colorado, and the water quality in the lakes is far from what would be acceptable for a direct use water supply. However, with proper science-based management, the Barefoot Lakes can be used for recreation as a wonderful wildlife habitat, and providing aesthetic beauty to the community.

I hope this is what you were looking for. Please feel free to reach out if you need additional information.
Thank you,

Erin Stewart
Regional Manager
Aquatic Biologist



P: 888.480.5253 | C: 720.556.8896



solitudelakemanagement.com

On Thu, Nov 19, 2020 at 12:03 PM Crystal Clemens <crystalc@pinnacleconsultinggroupinc.com> wrote:

Hello, Erin:

I hope you are doing well today. Recently, Director Ted Walker reached out to Little Thompson Water District to inquire about the usage of the water in Barefoot Lakes. (Please see emails below). In short the water in Barefoot Lakes is not intended for potable use, so Director Walker is questioning why the District must maintain the water quality.

The question, would the scope of service recommended by Solitude Lake Management change based off of this knowledge while still maintaining water quality levels for recreational usage?

Could you please provide your recommendation in writing so that we can include in the November 30, 2020 Board Packet?

Please contact me with any questions.

Thank you,

Crystal Clemens

District Manager



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Denver: (303) 333-4380

Fax: (970) 669-3612

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