
**St. Vrain Lakes Metropolitan District No. 1
Management Report
February 2, 2021**

Community Activities & Administrative Updates

• **Communications:**

- **District 2 Board Work Session:** The District 2 Board held a work session on January 21, 2021 to meet the three residents who submitted letters of interest for the Board Vacancy.
- **Newsletter First Quarter:** The District's first quarter newsletter will be distributed in February. The newsletter will focus on 2021 O&M fee increases approved by the Board in November, snow removal, 2021 board & community meeting schedule, covenants, winter landscaping, and frequently asked questions.
- **Barefoot Lakes Community Meeting:** The Community Meeting will be held March 31, 2021. The Community Meeting will include a presentation from Little Thompson Water District, as well as Developer and District Management updates.
 - **2021 Community Meeting Dates:** March 31, June 23, September 29, and December 1, 2021 at 6:00 P.M. At this time all Community Meetings for 2021 will be held virtually via Zoom.
- **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 4292 email communications to 701 people from March 31, 2020 to December 31, 2020. The District has received 4678 emails from 684 people. The average number of emails received per week is 88.26 and 80.98 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 58 email blasts through the community email listserv (MailChimp) from January 2020 through December 31, 2020. Enclosed is a MailChimp email campaign report. (Report Attached)
 - The District has received and responded to 190 voicemails from June 2020 to December 31, 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 December 31, 2020 receiving 247 calls.
- **Builder Partners District 101:** Our 4th Quarter Builder 101 was held virtual on December 11th at 2pm. The meeting focused on St. Vrain Lakes 101 regarding resources to relay accurate information regarding the District's operations, taxes, fees, covenants, design review, and community amenities. 2021 Builder 101's are scheduled for February 19, May 21, July 16, and December 17.
- **Website:** District Management continues to add information to the website so residents can stay informed.
 - Website Analytics (Previous 30 Days):
 - Sessions: 725

- Pageviews: 4,199
- Avg. Session Duration: 3 mins. & 48 sec.
- Bounce Rate: 16.55%
- Website Visitors: New – 57%, Returning – 43%
- Device Breakdown: Desktop: 64%, Mobile: 36%, Tablet: 0%
- Top 5 Posts/Pages: Homepage (#1), Member Login, Design Review, Payment Portal, & Amenities (#5)
- **Resident Committees:**
 - Social: The 2021 Social Committee Events is attached for your review.
 - Finance: The Finance Committee and D2 Board held work sessions during the 2021 budget process to provide recommendations to the District 1 Board. The Finance Committee is tentatively planning to meet at 6 pm in 2021: July 20, October 20, and November 17.
 - Enhancement: Enhancement Committee tentatively planning to meet at 6 pm in 2021: March 10, May 5, July 14, and September 1.
- **Covenant Enforcement:** The District’s management team has issued a total of 568 Advisory Letters from January 6, 2020 through December 31, 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 291 applications from January 1, 2020 through December 31, 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 December 31, 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
15	lots in Filing 1.3	\$ 44,250
144	lots in Filing 2	\$ 424,800
26	lots in Filing 2.1	\$ 76,700
90	lots in Filing 3	\$ 265,500
16	lots in Filing 4	\$ 47,200
Total Lots	556	\$1,640,200

Operations Fees: On October 1st, the District’s management team billed out fourth quarter operations fees (\$195/quarter) to homeowners. A total of 432 homeowners were billed for fourth quarter operations fees, totaling \$84,240.

Homeowner Closings: As of October 15th, 154 closings have been processed in 2020. District ownership records reflect 362 lots are resident owned, and 140 lots are builder owned.

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

Operation and Maintenance

• General Operations:

- The District has assumed maintenance of Filing 2 and the Cove landscaping. This area is being inspected weekly to ensure trash is removed.
- PCGI began preparing Key 2021 O&M Service contracts.
- Holiday lighting will be removed by the end of February.

- **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. The 2021 Cove Front Desk hours: Monday-Friday 1:00 pm -7:00 pm and Saturday-Sunday 10:00 am - 2:00 pm. 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 and fees collected report is attached for review. The YMCA and District Management are meeting monthly for facilities coordination.

- **The YMCA is following all new COVID-19 gym requirements resulting with limited capacities, reservation systems to be maintained, and wearing a mask at all times.**

- **Level Red:**

- No more than three (3) people are using the gym at a time.

- **Level Orange:**

- No more than five (5) people using the gym at a time.

- **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.

- **Lake Use Signage**– The District's management team is coordinating with the Brookfield marketing team to prepare new lake use signage around the lake as well as lake use rules and regulations. The new signage will include a QR code scan function to allow review of the rules and regulations as well as report issues.

- **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 thus allowing recreational use.

- Rough fish removal did not occur in 2020.
- Fish stocking is on hold, pending a fisheries survey from Solitude Lake Management.

- **Manicured Landscape Maintenance:**

- Manicured Landscape: Irrigation has been winterized and all annual florals have been removed.

SUA Area Construction Activity & Waterside Park Landscaping: Turf grass has been installed in the waterside park area and the District's Management team continues to coordinate with the Developer to replace all damaged sod and trees around 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, Filing 1, and Filing 2. HPEC will be coordinating all operations and maintenance including beauty band mowing, weed control, trash pickup, and seeding as needed.