

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF

**ST. VRAIN LAKES METROPOLITAN DISTRICT NO. 1
ST. VRAIN LAKES METROPOLITAN DISTRICT NO. 3
ST. VRAIN LAKES METROPOLITAN DISTRICT NO. 4**

**HELD
FEBRUARY 2, 2021**

The Combined Special Meeting of the Boards of Directors (collectively, “Boards”) of St. Vrain Lakes Metropolitan District No. 1, St. Vrain Lakes Metropolitan District No. 3, and St. Vrain Lakes Metropolitan District No. 4 (collectively, “Districts”) was held via videoconference on Monday, February 2, 2021 at 6:30 p.m. Notice of the Combined Meeting was duly posted.

ATTENDANCE

Directors in Attendance:

Shannon Robbins, President
Ashley Taruffelli, Secretary/Treasurer
Neil Simpson, Assistant Secretary

Directors Absent, but Excused Were:

Marc Towne, Assistant Secretary

Also in Attendance:

Crystal Clemens, Jesse Mestrovic, Josh McReynolds, Amanda Castle, Jason Woolard, and Traci Miller; Pinnacle Consulting Group, Inc.
Eve Grina Velasco, Esq.; White Bear Ankele Tanaka & Waldron, P.C.
Amy Ostendorf and Amy Louvier; YMCA
Christi Bennet-Mitchell, Tyler Huff, Riley Leggett, Trevor Schuetz, Brian McCord, Lane Ennis, Tracy Roberts, Michelle Busse, and Jessica Adams; St. Vrain Lakes Metropolitan District Residents
Several members of the public in attendance via zoom

CALL TO
ORDER

The Regular Combined Meeting of the St. Vrain Lakes Metropolitan District No. 1, St. Vrain Lakes Metropolitan District No. 3 and St. Vrain Lakes Metropolitan District No. 4 was called to order at 6:47 p.m. by Ms. Clemens, noting that a quorum was present with three of five Board members in attendance. Each of the Directors confirmed their qualifications to serve on the Boards. Ms. Clemens also confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS
OF INTEREST
DISCLOSURE

Ms. Velasco noted that notices of potential conflicts of interest for all Board Members were filed with the Colorado Secretary of State’s Office, disclosing that potential conflicts of interest may exist. Ms. Velasco advised the Boards

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that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking official action at a meeting. The Boards reviewed the agenda for the meeting, following which each Board Member present confirmed the contents of the written disclosures previously made, stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Boards determined that the participation of the Directors present was necessary to obtain a quorum or otherwise enable the Board to act.

APPROVAL
OF AGENDA

The Boards considered approval of the agenda. Upon motion duly made by Director Robbins, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as amended to add Acknowledgement of Resignation of Director Albers.

ACKNOWLEDGE
RESIGNATION

Ms. Clemens reported that Ms. Albers submitted a Letter of Resignation, effective immediately, on February 2, 2021. The Boards acknowledged the Letter of Resignation.

APPROVAL OF
MINUTES

The Boards reviewed the minutes of the November 30, 2020 special meeting of the Board of Directors. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Robbins, and upon vote, unanimously carried, it was

RESOLVED to approve the minutes of the November 30, 2020 special meeting of the Boards of Directors, as presented.

PUBLIC COMMENT

There were no Public Comments to come before the Board.

COVENANT
VIOLATION
HEARING

The Board of District No. 1 held a hearing regarding a covenant violation at 4861 St. Vrain Road concerning fencing violation. Information was presented to the Board by the homeowner and the Community Manager. The Board took the information presented under advisement and directed Pinnacle Consulting Group, Inc. to issue a refund to Mr. Schuetz in the amount of \$25 and provide further information to the Board regarding the communication between Mr. Schuetz and the Community Manager.

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DISTRICT NO. 2
BOARD
REPRESENTATIVE
REPORT

Ms. Busse, St. Vrain Lakes Metropolitan District No. 2 Secretary/Treasurer, reported that the St. Vrain Lakes Metropolitan District No. 2 Board of Directors appointed two new Directors to the Board and that the Board reviewed and provided recommendations regarding the 2021 Recreation Amenities Fees. Ms. Busse requested that additional information regarding the fence variances in Filing 4 is provided to the Board for review.

FINANCIAL
MATTERS

Ratification of Payment of Claims: Mr. Angle reviewed with the Boards the payables listing dated November 6, 2020 through December 31, 2020 totaling \$410,685.43 and answered questions. Upon motion duly made by Director Tarufelli, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to ratify the payment of claims dated November 6, 2020 through December 31, 2020 totaling \$410,685.43.

Unaudited Financial Statements and Cash Position Statement: Mr. Angle reviewed with the Board the unaudited Financial Statements for the period ending December 31, 2020 and the Cash Position Statement for the period ending December 31, 2020 and answered questions. Upon motion duly made by Director Tarufelli, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to accept unaudited Financial Statements for the period ending December 31, 2020 and the Cash Position Statement for the period ending December 31, 2020.

2020 Audit Engagement Letter: Mr. Angle reviewed with the Boards the WIPFLI, LLP 2020 Audit Engagement Letter for St. Vrain Lakes Metropolitan District No. 1, in an amount not to exceed \$4,850. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Tarufelli, and upon vote, unanimously carried, it was

RESOLVED to approve the WIPFLI, LLP 2020 Audit Engagement Letter for St. Vrain Lakes Metropolitan District No. 1 in an amount not to exceed \$4,850.

Audit Exemption for District No. 3 and District No. 4: Mr. Angle reviewed with the Boards the Audit Exemption for District No. 3 and District No. 4. Following review and discussion, upon motion duly made by Director Tarufelli, seconded by Director Simpson, and upon vote, unanimously carried, it was

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RESOLVED to approve the Audit Exemption for District No. 3 and District No. 4.

2ND QUARTER
2021 COLLECTION
PROCESS

Mr. Angle provided an update to the Boards regarding the status of the Quarterly Operations & Maintenance collection rates in 2020 and 2021. The Boards discussed the 2nd Quarter 2021 Collection Process. It was the consensus of the Board to extend the 2nd Quarter due date by 60 days, making invoices due on June 30, 2021.

CAPITAL
MATTERS

Cost Certification and Infrastructure Acquisition Resolution of District No. 1 Pursuant to Public Improvements Acquisition and Reimbursement Agreement (Filing #3): Mr. Woolard updated the Boards regarding the Cost Certification and Infrastructure Acquisition Resolution of District No. 1 Pursuant to Public Improvements and Acquisition and Reimbursement Agreement (Filing #3).

LEGAL MATTERS

Public Hearing to Consider Petitions for Exclusion of Certain of the Overlap Lots: Ms. Velasco opened the Public Hearing at 7:27 p.m. There being no public input, the public hearing portion of the exclusion was closed at 7:27 p.m. Following review and discussion, upon a motion duly made by Director Robbins, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolutions and Orders for Exclusion of certain of the Overlap Lots.

MANAGEMENT
AND
OPERATIONAL
MATTERS

District Management Report: Ms. Clemens reviewed the District Management Report and answered questions.

Discussion Regarding Ban of Resident from the District Amenities: Ms. Clemens reviewed with the Board the letter to a resident of the Districts regarding revocation of amenity access. Following review and discussion, upon a motion duly made by Director Robbins, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to revoke the identified resident's access to District amenities through December 4, 2021.

Discussion of Pre-ARC Committee: Ms. Clemens reported that no letters of interest were received regarding the Pre-ARC Committee. It was the consensus of the Board to direct Pinnacle Consulting Group, Inc. to discuss the Pre-ARC Committee at the Community Meeting scheduled for March 31st.

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Contract Modifications Report: Ms. Clemens reviewed with the Boards the Contract Modifications Report. Following review and discussion, upon a motion duly made by Director Simpson, seconded by Director Robbins, and upon vote, unanimously carried, it was

RESOLVED to approve the Contract Modifications Report.

Adoption of 2021 Annual Administrative Matters Resolution: Ms. Clemens reviewed with the Boards the 2021 Annual Administrative Matters Resolution. Following review and discussion, upon a motion duly made by Director Robbins, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to approve the 2021 Annual Administrative Matters Resolutions, subject to changes noted.

Amended and Restated Fee Resolution: Ms. Clemens reviewed with the Board of District No. 1 the Amended and Restated Fee Resolution. Following review and discussion, upon a motion duly made by Director Simpson, seconded by Director Robbins, and upon vote, unanimously carried, it was

RESOLVED to adopt the Amended and Restated Fee Resolution.

Amended Amenities Policies and Fee Schedule: Ms. Clemens reviewed with the Board of District No. 1 the Amended Amenities Policies and Fee Schedule. The updated Amenities Fee Schedule includes 10 guest passes per household per year. Following review and discussion, upon a motion duly made by Director Robbins, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to adopt the Amended Amenities Policies and Fee Schedule.

DIRECTOR ITEMS

Update Regarding RFP Process: Ms. Adams and Ms. Velasco provided the Boards an update regarding the RFP Process, noting additional information will be presented to the Boards at the April 14th Board Meeting.

OTHER MATTERS

There were no Other Matters brought before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Taruffelli, seconded by Director Simpson, and upon unanimous vote, the meeting was adjourned at 7:44 p.m.

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The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

Respectfully submitted,

DocuSigned by:
Jesse Mestrovic

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Jesse Mestrovic, Recording Secretary for the
Meeting