

## RECORD OF PROCEEDINGS

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### 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  
APRIL 14, 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 Wednesday, April 14, 2021 at 6:30 p.m. Notice of the Combined Meeting was duly posted.

ATTENDANCE

Directors in Attendance:

Shannon Robbins, President  
Ashley Tarufelli, Secretary/Treasurer  
Neil Simpson, 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  
Brian McCord, Michelle Busse, Jessica Adams, and John Damsma; St. Vrain Lakes Metropolitan District Residents  
One member of the public in attendance via zoom

CALL TO  
ORDER

The Special 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 6:31 p.m. by Ms. Clemens, noting that a quorum was present with three of five Boards members in attendance. There are two vacancies on the Boards. 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 Boards Members were filed with the Colorado Secretary of State’s Office, disclosing that potential conflicts of interest may exist. Ms. Velasco advised the Boards that pursuant to Colorado law, certain disclosures by the Boards 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

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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 Boards to act.

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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 Approval of Temporary Operating and Funding Agreements for the Filing 3 Infrastructure to item V. A.

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APPROVAL OF  
MINUTES

The Boards reviewed the minutes of the February 2, 2021 regular meeting of the Boards of Directors. Following review and discussion, upon motion duly made by Director Robbins, seconded by Director Simpson, and upon vote, unanimously carried, it was

**RESOLVED** to approve the minutes of the February 2, 2021 regular meeting of the Boards of Directors, as presented.

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PUBLIC COMMENT

There were no Public Comments to come before the Boards.

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COVENANT  
VIOLATION  
HEARING

The Board of District No. 1 held a hearing regarding a covenant violation at 4716 Colorado River Drive concerning a freestanding flagpole violation. Information was presented to the Boards by the homeowner and the Community Manager. The Board took the information presented under advisement and determined to issue a formal written decision to the homeowner within five business days.

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DISTRICT NO. 2  
BOARDS  
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 held a work session on April 7<sup>th</sup> to discuss the April 14<sup>th</sup> Special Boards Meeting and refunding of outstanding bonds. Ms. Busse reported that the District No. 2 Board has determined to table further discussions on refunding the bonds until closer to the September 2022 call date. Ms. Busse reported that the District No. 2 Board is planning to hold a socially distanced Meet and Greet and Food Truck Rally on May 13<sup>th</sup> to engage with the St. Vrain Lakes Metropolitan District Nos. 1-4 community members.

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### FINANCIAL MATTERS

Ratification of Payment of Claims: Ms. Castle reviewed with the Boards the payables listing dated January 1, 2021 through March 31, 2021 totaling \$350,119.39 and answered questions. Upon motion duly made by Director Simpson, seconded by Director Tarufelli, and upon vote, unanimously carried, it was

**RESOLVED** to ratify the payment of claims dated January 1, 2021 through March 31, 2021 totaling \$350,119.39.

Update Regarding 2020 Audit for District No. 1: Ms. Castle reported that the field work for the 2020 Audit for District No. 1 is scheduled to begin in May, and a draft audit will be made available to the Boards no later than June 30<sup>th</sup>.

3rd Quarter 2021 Collection Process: Ms. Castle provided an update to the Boards regarding the status of the Quarterly Operations & Maintenance collection rates in 2020 and 2021. The Boards discussed the 3<sup>rd</sup> Quarter 2021 Collection Process. It was the consensus of the Boards to discontinue the extension of Quarterly Operations & Maintenance due dates. The 3<sup>rd</sup> Quarter Operations & Maintenance invoices will be due on July 31, 2021.

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### 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).

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### LEGAL MATTERS

Temporary Operating and Funding Agreements for the Filing 3 Landscaping, Infrastructure and SUA Area: Ms. Velasco reviewed with the Board of District No. 1 the Temporary Operating and Funding Agreements for the Filing 3 Landscaping, Filing 3 Infrastructure and SUA Area. Following review and discussion, upon a motion duly made by Director Simpson, seconded by Director Robbins, and upon vote, unanimously carried, it was

**RESOLVED** by the Board of District No. 1 to approve the Temporary Operating and Funding Agreements for the Filing 3 Landscaping, Filing 3 Infrastructure and SUA Area.

United Power Easement: Ms. Velasco reviewed with the Board of District No. 1 the United Power Easement. Following review and discussion, upon a motion duly made by Director Tarufelli, seconded by Director Simpson, and upon vote, unanimously carried, it was

**RESOLVED** by the Board of District No. 1 to ratify the United Power Easement.

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Recommendation from Management RFP Committee regarding Proposals received for Management Services: Director Robbins reported that six proposals were received in response to the RFP. The committee is in the process of reviewing the proposals and will invite the top three candidate firms to complete an interview. The committee anticipates providing a recommendation to the Board of District No. 1 at the regular meeting scheduled for June 9<sup>th</sup>.

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MANAGEMENT  
AND  
OPERATIONAL  
MATTERS

District Management Report: Ms. Clemens reviewed the District Management Report and answered questions. Ms. Clemens noted that signage will be installed regarding lake use prior to the May 1<sup>st</sup> opening date. The Boards discussed several instances of unauthorized lake use and requested that Ms. Clemens re-distribute information related to the cost of engaging a security firm to the Boards.

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.

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DIRECTOR  
MATTERS

There were no Director Matters brought before the Boards.

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OTHER MATTERS

There were no Other Matters brought before the Boards.

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ADJOURNMENT

There being no further business to come before the Boards, upon motion duly made by Director Taruffelli, seconded by Director Simpson, and upon unanimous vote, the meeting was adjourned at 7:06 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:  
  
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Jesse Mestrovic, Recording Secretary for the Meeting