

## 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  
JULY 22, 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 Thursday, July 22, 2021 at 6:00 p.m. Notice of the Combined Meeting was duly posted.

ATTENDANCE

Directors in Attendance:

Chris Bremner, President  
Ashley Taruffelli, Secretary/Treasurer  
Neil Simpson, Assistant Secretary  
Jesse Manton, Assistant Secretary

Also in Attendance:

Chelsey Green, Jesse Mestrovic, and Lyndsey Paavilainen; Pinnacle Consulting Group, Inc.  
Blair Dickhoner, Esq.; White Bear Ankele Tanaka & Waldron, P.C.  
Justin Wells; Brookfield Residential (Colorado) LLC  
John Fields and Elizabeth Marlow; MSI, LLC  
Two members of the public in attendance via teleconference

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 6:04 p.m. by Ms. Green, noting that a quorum was present with four of five Boards members in attendance. There is one vacancy on the Boards. There were four of five Board members in attendance, with one vacancy on the Boards. Each of the Directors confirmed their qualifications to serve on the Boards. Ms. Green also confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS  
OF INTEREST  
DISCLOSURE

Mr. Dickhoner 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. Mr. Dickhoner 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 present confirmed the contents of the written disclosures previously made,

## RECORD OF PROCEEDINGS

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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 Tarufelli, seconded by Director Manton, and upon vote, unanimously carried, it was

**RESOLVED** to approve the agenda, as presented.

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APPOINTMENT TO  
FILL VACANCIES  
AND ELECTION OF  
OFFICERS

Appointment to Fill Vacancy: Mr. Dickhoner reported that there is a vacancy on the Boards and Justin Wells has agreed to serve and is qualified to serve on St. Vrain Lakes Metropolitan District No. 1, No. 3 and No. 4. 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 appointment of Justin Wells Manton to the Boards of Directors for St. Vrain Lakes Metropolitan District No. 1, No. 3, and No. 4.

Election of Officers: Ms. Green stated the Board will not consider election of the officers and the Board will be kept as is.

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PUBLIC COMMENT

- Chris Lennox, 5131 Lake Port Avenue inquired when the next District No. 2 Board of Directors meeting is to be held.
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MANAGEMENT  
AND  
OPERATIONAL  
MATTERS

Consider Approval of MSI, LLC Community Management Services Contract. Ms. Green stated the contract will be effective August 2, 2021. Following review and discussion, upon motion duly made by Director Tarufelli, seconded by Director Simpson, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Independent Contractor Agreement for Community Management Services between St. Vrain Lakes Metropolitan District No. 1 and MSI, LLC with an effective date of August 2, 2021, with the schedule of fees to be included in the exhibits to the Agreement.

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## RECORD OF PROCEEDINGS

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LEGAL MATTERS

Consider Approval of the Amended and Restated Resolution Regarding Imposition of District Fees. Ms. Green stated this resolution will amend the fee schedule to align with changes from MSI, LLC. Following review and discussion, upon motion duly made by Director Tarufelli, seconded by Director Bremner, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Amended and Restated Resolution of the Boards of Directors of the St. Vrain Metropolitan District No. 1 Regarding Imposition of District fees.

Consider Approval of the Amended and Restated Resolution Establishing Guideline for the Processing and Collection of Delinquent Fees and Charges. Following review and discussion, upon motion duly made by Director Bremner, seconded by Director Tarufelli, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Amended and Restated Resolution of the Boards of Directors of the St. Vrain Metropolitan District No. 1 Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges.

Consider Approval of the Amended and Restated Resolution Regarding Policies, Procedures, and Penalties for the Enforcement of the Governing Documents. Following review and discussion, upon a motion duly made by Director Tarufelli, seconded by Director Bremner, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Amended and Restated Resolution of the Boards of Directors of the St. Vrain Metropolitan District No. 1 Regarding Policies, Procedures, and Penalties for the Enforcement of the Governing Documents with the amendment to remove the \$75.00 attorney fee.

DIRECTOR MATTERS

There were no Director Matters brought before the Boards.

OTHER MATTERS

Elizabeth Marlow introduced herself as the Community Manager with MSI, LLC.

ADJOURNMENT

There being no further business to come before the Boards, upon motion duly made by Director Tarufelli, seconded by Director Manton, and upon unanimous vote, the meeting was adjourned at 6:27 p.m.

## RECORD OF PROCEEDINGS

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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 Mestronic*

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Recording Secretary for the Meeting