

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF ST. VRAIN LAKES METROPOLITAN DISTRICT NOS. 1 – 4

HELD  
February 1, 2024

The Special Meeting of St. Vrain Lakes Metropolitan District Nos. 1 – 4 was held via Zoom and Teleconference on Thursday, February 1, 2024, at 6:00 p.m.

### ATTENDANCE

#### Directors in Attendance for District Nos. 1, 3 & 4:

Christopher Bremner  
Brandon Curiel  
Lyndsey Paavilainen  
Anastasia Urban

#### Directors Absent, but Excused:

Neil Simpson

#### Directors in Attendance for District No. 2:

Dallas Becker  
Steven Galbraith  
Raymond Byrd

#### Directors Absent, but Excused:

Dr. Angelic Cole

#### Also in Attendance:

Heather Hartung; White Bear Ankele Tanaka & Waldron, P.C.  
Kenny Parrish and Andrew Kunkel; Pinnacle Consulting Group, Inc.  
Michelle Rittgers and Patience Cogar; The Management Trust  
Kyle Brown; Colorado Special Districts Property & Liability Pool  
Several Members of the Public

### ADMINISTRATIVE ITEMS

Call to Order: The Special Meeting of the Boards of Directors (collectively, the “Boards”) of the St. Vrain Lakes Metropolitan District Nos. 1 – 4 (collectively, the “District”) was called to order by Mr. Parrish at 6:07 p.m.

Coordinated Meetings: The Boards determined to hold joint meetings of the Districts and to prepare joint minutes of actions taken by the Districts at such meetings. Unless otherwise noted herein, all official actions reflected in these minutes shall be deemed to be the actions of all the Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

## RECORD OF PROCEEDINGS

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Declaration of Quorum/Director Qualifications/Disclosure of Potential Conflicts of Interest: Ms. Hartung noted that a quorum was present with four out of five Directors in attendance for District Nos. 1, 3, & 4, and three out of four Directors in attendance for District No. 2. All Board Members confirmed their qualifications to serve on the Boards. Ms. Hartung advised the Boards that pursuant to Colorado law, certain disclosures by Board Members might be required prior to taking official action at a meeting. Ms. Hartung reported that disclosures for those Board Members who provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest, if any, were filed with the Colorado Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Ms. Hartung inquired into whether members of the Boards had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

Approval of Agenda: The Boards considered the approval of the agenda. Following review and discussion, upon a motion duly made by Director Paavilainen, seconded by Director Urban, and upon vote, unanimously carried, it was

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

### DISCUSSION ITEMS

Swimming Pool and Lifeguard Operations: Ms. Rittgers provided an overview of her experiences managing Swimming Pool and Lifeguard Operations with the Boards. Director Paavilainen requested a comparison regarding lifeguarded vs non-lifeguarded pool operations and Ms. Rittgers responded and answered additional clarifying questions. Director Becker requested a cost comparison for lifeguarded vs non-lifeguarded pool operations and Director Paavilainen responded. Director Byrd requested clarification regarding capacity limits at the pool and Ms. Rittgers responded. Mr. Brown reviewed best practices for lifeguarded versus non-lifeguarded pool operations with the Boards and answered questions.

Ms. Rittgers reviewed a recent survey completed by residents of the district that outlined preferences for lifeguarded vs non-lifeguarded pool operations and answered questions.

## RECORD OF PROCEEDINGS

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### Public Comment regarding Pool and Lifeguard Operations:

Dan and Liz House requested clarification regarding non-lifeguarded pool operation hours.

Brendan Hogle requested clarification regarding staffing for non-lifeguarded pool operations for resident interaction and provided recommendations for documenting vandalism.

Tim Gruber requested an explanation for the process for communicating the financial impact of lifeguarded versus non-lifeguarded operations to residents of the district and Mr. Parrish responded and noted decreased cost for non-lifeguarded operations.

Jonathan Webb provided recommendations for security changes and limits for resident key card access for non-lifeguarded operations. Mr. Webb also provided recommendations for revisions to the resident survey.

Mr. Zaffree requested clarification regarding responsibilities for water quality management and the process for handling specific incidents at the pool.

Age Limitations for Fitness Center: Mr. Parrish reviewed the existing Age Limitations policy for the Fitness Center with the Boards and answered questions. Director Becker provided his recommendation for age limitations noting that supervised children aged 12 and older should be able to utilize the Fitness Center when accompanied by a parent or legal guardian. Ms. Rittgers noted The Management Trust could provide training programs for children that would allow safer access to gym equipment. Ms. Cogar provided an overview of her experiences managing fitness centers and recommended an unsupervised age limitation of 16 or above.

Mr. Parrish reviewed a recent survey completed by residents of the district that outlined preferences for Age Limitations for the Fitness Center and answered questions. Director Byrd requested clarification regarding monitoring age restrictions at the fitness center and Mr. Parrish responded. Director Galbraith recommended an unsupervised age restriction for ages 15 or older and a supervised restriction for ages 12 to 15.

### Public Comment regarding Fitness Center Age Limit:

Jill suggested eliminating the age restriction at the fitness center if children are supervised by a parent or legal guardian. Jill suggested

## RECORD OF PROCEEDINGS

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vandalism typically occurs after normal operating hours and typically occurs amongst children aged 16 or 17 versus children of younger ages.

Hollie Martin requested a status update regarding repairs to the gym equipment and Ms. Cogar responded.

Melissa Foote noted her frustration with the current age restriction and stated her children aged 14 would like to accompany her to the fitness center. Ms. Foote also noted her frustration with the duration of time the Boards have reviewed the matter and Director Paavilainen responded.

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### ADJOURNMENT

There being no further business to come before the Boards, upon motion duly made by Director Paavilainen, seconded by Director Byrd, and upon unanimous vote, the meeting was adjourned at 8:14 p.m.

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

Respectfully submitted,



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Andrew Kunkel, Recording Secretary for the Meeting