

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR 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 11, 2023**

The Combined Regular 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 Tuesday, July 11, 2023 at 6:30 p.m. Notice of the Combined Meeting was duly posted.

ATTENDANCE

Directors in Attendance:

Chris Bremner
Brandon Curiel
Lyndsey Paavilainen
Neil Simpson

Also in Attendance:

Eve Velasco, Esq.; White Bear Ankele Tanaka & Waldron, P.C.
Kenny Parrish, Andrew Kunkel, Jordan Wood, Amanda Castle, Tracie Kaminski, Daryl Fields, and Stanley Holder; Pinnacle Consulting Group, Inc.
Jessica Adams and Dallas Becker; District No. 2 Directors.
Elizabeth Marlow; MSI
Cody Pittman and Greg Livin; WipFli, LLP.
Several Members of the Public.

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 6:36 p.m. by Mr. Parrish, noting that a quorum was present with 4 out of 4 Directors. Each of the Directors confirmed their qualifications to serve on the Boards.

CONFLICTS OF INTEREST DISCLOSURE

Ms. Velasco noted that, pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking official action at a meeting. Ms. Velasco reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the 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. Velasco inquired into whether members of the Boards had any additional disclosures of potential or

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existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. 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 the approval of the agenda. Following review and discussion, upon a motion duly made by Director Simpson, seconded by Director Paavilainen, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as amended.

APPOINTMENT TO FILL BOARD VACANCY

Mr. Parrish addressed the Boards noting there is one interested candidate to fill the vacancy on the Boards of Directors for District Nos. 1, 3, and 4. Following review and discussion, upon a motion duly made by Director Paavilainen, seconded by Director Bremner, and upon vote, unanimously carried, it was

RESOLVED to appoint Anastasia Urban to the Board of Directors of District Nos. 1, 3, and 4 to fill the term expiring in May 2027.

Election of Officers: Mr. Parrish discussed the Election of Officers with the Boards. Following review and discussion, upon a motion duly made by Director Paavilainen, seconded by Director Bremner, and upon vote, unanimously carried, it was

RESOLVED to retain the slate of officers previously held and to elect Director Urban as Assistant Secretary.

PUBLIC COMMENT

There were no Public Comments brought before the Boards.

DIRECTOR COMMENTS

There were no Director Comments.

DISTRICT NO. 2 REPORT

Directors Adams and Becker from District No. 2 presented to the Boards of District Nos. 1, 3, and 4 a brief synopsis of the District No. 2 Board Meeting. Director Becker presented a “wish list” of several items and answered questions.

CONSENT AGENDA

Mr. Parrish reviewed the items on the consent agenda with the Boards. Mr. Parrish advised the Boards that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were

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requested to be removed from the consent agenda. Upon a motion duly made by Director Bremner and seconded by Director Simpson, the following items on the consent agenda were unanimously approved, ratified and adopted:

- A. Minutes – April 11, 2023, Regular Meeting Minutes.
 - B. Payables.
 - C. Contract Modifications.
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DISTRICT MANAGER ITEMS District Managers' Report: Mr. Parrish reviewed the District Manager's Report with the Boards and answered questions.

Operations and Maintenance Report: Mr. Fields reviewed the Operations and Maintenance Report with the Boards and answered questions.

CAPITAL MATTERS Capital Project Manager Update: Mr. Holder discussed the status of Capital Projects with the Boards and answered questions.

Addendum with Pinnacle Consulting Group: Mr. Holder presented the Addendum to the Agreement with Pinnacle Consulting Group, Inc. for 2023 Landscaping Project and answered questions. Following review and discussion, upon a motion duly made by Director Simpson, seconded by Director Curiel, and upon vote, unanimously carried, it was

RESOLVED to approve the Addendum to the Agreement with Pinnacle Consulting Group, inc. for 2023 Landscaping Project.

Independent Contractor Agreement with Kimley-Horn for District Engineering Services: Mr. Holder presented the Independent Contractor Agreement with Kimley-Horn for District Engineering Services and answered questions. Following review and discussion, upon a motion duly made by Director Bremner, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to ratify the Independent Contractor Agreement with Kimley-Horn for District Engineering Services.

FINANCIAL MATTERS 2022 Audit: Mr. Pittman reviewed the 2022 Audit for District No. 1 with the Board of District No. 1 and answered questions. Mr. Pittman reported that the District received a clean unmodified opinion. Following review and discussion, upon a motion duly made by Director Bremner, seconded by Director Curiel, and upon vote, unanimously carried, it was

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RESOLVED by the Board of District No. 1 to approve the 2022 Audit for District No. 1, subject to comments and questions from the Board by July 18, 2023.

Financial Report: Ms. Kaminski reviewed with the Boards the unaudited Financial Statements for the period ending March 31, 2023, and answered questions. Following review and discussion, upon a motion duly made by Director Simpson, seconded by Director Bremner, and upon vote, unanimously carried, it was

RESOLVED to accept the unaudited Financial Statements for the period ending March 31, 2023, as presented.

LEGAL MATTERS

First Amendment to Funding and Reimbursement Agreement (Barefoot Lakes 2023 Landscaping Project Capital Costs): Ms. Velasco presented to the Board of District No. 1 the First Amendment to the Funding and Reimbursement Agreement with Barefoot Lakes for the 2023 Landscape Project Capital Costs and answered questions. Following review and discussion, upon a motion duly made by Director Bremner, seconded by Director Paavilainen, and upon vote, unanimously carried, it was

RESOLVED by the Board of District No. 1 to approve the First Amendment to the Funding and Reimbursement Agreement with Barefoot Lakes for the 2023 Landscape Project Capital Costs, as presented.

Update on Residential Improvement Guidelines and Site Restrictions: Ms. Velasco and Director Paavilainen provided an update on the Residential Improvement Guidelines and Site Restrictions and answered questions.

DIRECTOR ITEMS

Director Bremner requested clarity on what was successful for the Pool Operations over the holiday weekend and the storm drainage issue presented during the Operations and Maintenance Report. Director Bremner also wanted to look into the tracking system for reports being filed with issues around the District and to find a way to communicate to residents the issues are being addressed.

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ADJOURNMENT

There being no further business to come before the Boards, upon motion duly made by Director Bremner, seconded by Director Paavilainen, and upon unanimous vote, the meeting was adjourned at 7:40 p.m.

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

Respectfully submitted,



Andrew Kunkel, Recording Secretary for the Meeting