

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
February 14, 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, February 14, 2023 at 6:30 p.m. Notice of the Combined Meeting was duly posted.

ATTENDANCE

Directors in Attendance:

Chris Bremner, President
Lyndsey Paavilainen, Assistant Secretary
Neil Simpson, Assistant Secretary

Also in Attendance:

Jason Woolard, Kenny Parrish, Jordan Wood, Amanda Castle, Tracie Kaminski, Ronnie Kenfield, and Randall Provencio; Pinnacle Consulting Group, Inc.
Eve Velasco, Esq.; White Bear Ankele Tanaka & Waldron, P.C.
Brad Wilkin and Brandon Curiel; Brookfield Residential.
Michelle Busse, and Jessica Adams; District 2 Directors
Jill Jones and John Larimer; 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 6:41 p.m. by Director Bremner, noting that a quorum was present. Each of the Directors confirmed their qualifications to serve on the Boards. Ms. Velasco 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, 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 further discussion, upon motion duly made by Director Bremner, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as presented.

APPROVAL OF
MINUTES

The Boards reviewed the minutes of the November 8, 2022 meeting of the Boards of Directors. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Paavilainen, and upon vote, unanimously carried, it was

RESOLVED to approve the minutes of the November 8, 2022 meeting of the Boards of Directors, as presented.

APPOINTMENTS TO
FILL VACANCIES ON
BOARDS

Appointments to Fill Vacancies: Ms. Velasco noted that there are currently two vacancies on each of the Boards. She noted that Brandon Curiel and Brad Wilkin expressed an interest in service on the Boards, noting that they are eligible electors of the Districts. Following review and discussion, upon motion duly made by Director Paavilainen, seconded by Director Bremner, and upon vote, unanimously carried, it was

RESOLVED to appoint Brandon Curiel and Brad Wilkin to the Boards of Directors on District Nos. 1, 3, and 4.

Election of Officers: The Boards engaged in general discussion regarding the Election of Officers. Following discussion, upon motion duly made by Director Bremner, seconded by Director Simpson, and upon vote, unanimously carried it was

RESOLVED to elect Director Bremner as President, Director Simpson as Treasurer, Director Paavilainen as Secretary, and Directors Curiel and Wilkin as Assistant Secretaries for District Nos. 1, 3, and 4.

PUBLIC COMMENT

There was no public comment brought before the Boards.

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DIRECTOR
COMMENTS

Director Paavilainen requested Pinnacle Consulting Group, Inc. to create a FAQ document about property taxes to post on the Districts' website.

DISTRICT NO. 2
REPORT

Director Busse presented District No. 2's proposals for Cove rental fees and outside user fees and answered questions. Director Busse also brought up the desire to make the residents more aware of the Committees. The Board directed Pinnacle Consulting Group to send out communication about the Committees and how to get involved. The Board further determined to consider fee matters at the April Meeting.

FINANCIAL
MATTERS

Ratification of Payment of Claims: Ms. Kaminski reviewed the claims for period ending, January 31, 2023 in the amount of \$642,878.62, and answered questions. Upon motion duly made by Director Simpson, seconded by Director Bremner, and upon vote, unanimously carried, it was

RESOLVED to ratify the payment of claims for period ending January 31, 2023, as presented.

Unaudited Financial Statements: Ms. Kaminski reviewed with the Boards the unaudited Financial Statements for the period ending December 31, 2022 and answered questions. Upon motion duly made by Director Bremner, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED to accept the unaudited Financial Statements for the period ending December 31, 2022, as presented.

CAPITAL MATTERS

Capital Project Manager Update: Mr. Provencio discussed the status of Capital Projects with the Board and answered questions.

Delegation of Authority to Approve Public Infrastructure and Landscaping Construction Projects: Mr. Provencio provided an overview of the timing of the 2023 Landscape Project and requested that the Board for District No. 1 consider delegating of authority to one or two Directors to approve 2023 Landscape Project matters for ratification at the next meeting in order to meet deadlines and timeline goals of the District. Following discussion, upon motion duly made by Director Paavilainen, seconded by Director Simpson, and upon vote, unanimously carried, it was

RESOLVED by the Board of District No. 1 to approve the delegation of authority to approve 2023 Landscape Project matters to Director Bremner, subject to ratification at the next Board Meeting.

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MANAGEMENT AND
OPERATIONAL
MATTERS

District Management Report: Mr. Parrish reviewed the District Management Report and answered questions.

YMCA Report: Mr. Parrish provided the Boards with the YMCA Update and answered questions.

Operations and Maintenance Report: Mr. Kenfield reviewed the Operations and Maintenance Report with the Board and answered questions.

Contract Modifications Report: Mr. Kenfield reviewed with the Boards the Contract Modification Report. Following review and discussion, upon a motion duly made by Director Bremner, seconded by Director Simpson, and upon vote, unanimously carries, it was

RESOLVED to approve the Contract Modification Report as presented.

LEGAL MATTERS

Update on May 2023 Election: Ms. Velasco provided an update on the May 2023 Election and reported the deadline for self-nomination forms is February 24, 2023 at 5:00 pm.

OTHER MATTERS

Director Bremner followed up on comments made about the landscaping and addressed the concerns of perennials vs. annuals for flowers. Director Bremner also reported the issues with the Native Mowing had been addressed and communicated the design of the area was a lesson learned. Director Bremner requested Pinnacle to create the tax FAQ for the website and provided input.


Director Paavilainen reported Brookfield was working on a new branding of Barefoot Lakes and noted the entry signs will be updated in the near future.

ADJOURNMENT

There being no further business to come before the Boards, upon motion duly made by Director Bremner, seconded by Director Simpson, and upon unanimous vote, the meeting was adjourned at 7:25 p.m.

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

Respectfully submitted,

DocuSigned by:

Jordan Wood, Recording Secretary for the Meeting

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