



To: St. Vrain Lakes Metropolitan District Board of Directors  
From: Pinnacle Consulting Group, Inc.  
Subject: Managers' Report  
Board Meeting Date: October 14, 2025

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### **General District Matters**

- **Primary Contact:** Please contact the District at [info@stvrainlakesmd.live](mailto:info@stvrainlakesmd.live) for any District matters which include operations, Board of Directors relations, financial management, compliance, and constituent relations.
- **District Matters:** The District's management team executed District matters since the April 8, 2025, Regular Board Meeting. Monthly, District management provides the following services:
  - Adhered to administrative and compliance matters.
  - Processed monthly payables and financial reports.
  - Oversaw District budget and operational expenditures.
  - Oversaw District operations per the approved Service Plan and District needs.
  - Collaborated with legal counsel on legal matters.
  - Oversaw preparation and distribution of board packets including agenda, minutes, reports, contracts, and agreements prior to board meetings.
  - The Manager consistently communicates with the Board including periodic status reports at each board meeting.
  - District Management and Pinnacle Consulting Group, Inc. Team worked to update the district's website and email to allow better processes and procedures for the residents to report landscaping or irrigation concerns.
  - District Management and Pinnacle Consulting Group, Inc. Team created a QR Code System for the district that allows residents to use their phones at multiple places within the district to help expedite landscaping and irrigation concerns.
- **Management & Administration Updates & Activities:** Recently the District's management team has prioritized the following items:
  - We continue to coordinate efforts with the Community Management Team to increase resident satisfaction and efficiency.
  - District Management held a "Board Member 101" on July 1<sup>st</sup> for the new board members in St. Vrain Lakes Metropolitan District No. 2 that included directors Fairchilds, Jaycox and Johnson-Hesson.
  - District website migration occurred on July 1, 2024. The 100% ADA Compliance is scheduled for July 1, 2025, per statute has been completed.
- **Conference Calls/Coordination Meetings:** District Management attended the St. Vrain Lakes Developer Coordination meetings in June, where we discussed the 2025 Budget for Operations, Facilities, and upcoming Capital Projects.

St. Vrain Metropolitan District Nos. 1 - 4  
c/o Pinnacle Consulting Group, Inc.  
Main office located at 550 W. Eisenhower Blvd., Loveland, CO 80537  
Phone: 970-617-2466

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<b>Compliance Matters</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Completion Status</b>
File Boundary Map	PCGI	01/01/2025	Completed
File Boundary Map	PCGI	01/01/2025	Completed
Post Transparency Notice	PCGI	01/15/2025	Completed
File Certified Copy of Adopted Budget	PCGI	01/31/2025	Completed
Renew SDA Membership	PCGI	03/01/2025	Completed
File Audit Exemptions	PCGI	03/31/2025	Completed
Ensure (ADA) Website Compliance	PCGI	07/01/2025	Completed
File Audit / Audit Extensions	PCGI	07/30/2025	Completed
File Annual Report	PCGI	10/01/2025	Completed
Draft 2026 Budgets Distributed to Board of Directors	PCGI	10/15/2025	Pending
Renew Property & Liability Insurance	PCGI	12/01/2025	In Progress
Certify Mill Levies	PCGI	12/15/2025	
Adopt Budget	PCGI	12/31/2025	
Ensure Annual Website Compliance	PCGI	12/31/2025	
Payables	PCGI/Board	Monthly	Sent to Board the third week of the month.

### **Operations & Maintenance Updates & Activities**

- **Budget and Contract Notes:**
  - The district is working with current and potential contracts for pricing for 2026.
- **Landscaping Updates:**
  - Tree replacements are taking place in fillings 2,3,4, and 4.1.
    - Tree replacements for Fillings 1 and 5 will take place in the spring of 2026.
  - Last mow of the year will take place on October 21<sup>st</sup>.
    - After which EDI will go to Bi-weekly services for the winter season.
    - Native Grass will not receive a full mow again this year.
  - Replacement of Monument lights. Lights are set to be released by Fisk at the end of October.
  - The districts native area consultant and Landscape contractor are coordinating to create a more efficient and sustainable landscaping plan for 2026. Changes and updates will be posted to the district website for 2026.
- **Upcoming Activities**
  - Winterization of Irrigation system will be complete by the end of Oct.
  - Winterization the lake dock will take place on November 1<sup>st</sup>.

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- Holiday lights will be installed in or around Thanksgiving week.
- Reminders as we enter the winter season:
  - The district will remove snow in areas with a 2” post storm threshold.
  - The district only applies ice melt at The Cove and Mail Kiosks.
  - For review of the district’s snow removal map please see the district website.
    - <https://www.stvrainmd.live/operations-and-maintenance-plan>

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Email: [SVLMDadmin@pcgi.com](mailto:SVLMDadmin@pcgi.com)

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To: St. Vrain Lakes Metropolitan District Board of Directors  
 From: Pinnacle Consulting Group, Inc.  
 Subject: Irrigation and Landscaping Report  
 Report Range: July 14, 2025 – September 26, 2025

**Landscape and Irrigation Reporting Process**

We would like to share important updates regarding landscaping and irrigation efforts throughout the community. The Metro District works with contractors to resolve issues in the community within 3-5 days unless it’s an emergency. If you have reported an issue that has not been addressed, please reach out to the District at <https://www.stvrainmd.live/report-a-concern>

While our team conducts weekly inspections of the community, we encourage residents to report landscaping or irrigation concerns using one of the following methods:

- **Phone:** 970-617-2466
- **For irrigation emergencies, please call 970-669-3611. Emergencies are considered water running longer than 30 minutes or causing damage to property.**
- **Email:** [info@stvrainlakesmd.live](mailto:info@stvrainlakesmd.live)
- **Online:** [Report Landscaping Concerns](#)

**We are committed to improving communication with residents and addressing concerns promptly. Your feedback is important and always appreciated.**

St. Vrain MD Irrigation and Landscaping Report		
Average response times from resident notification to acknowledgement	Average response times from resolution to resident notification	Average time for an issue to be resolved
<b>Within 1 day</b> (Depending on weekends or holidays)	<b>2 Days</b>	<b>7 Days</b>

**Trends on issues being reported:**

- Irrigation (48)
- Plant Material (14) (Dead plant material, spraying chemicals, etc. Includes ongoing items)
- Weeds (2)
- Amenities (2)
- Pet Station Services (1)
- Construction Issues (1)

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### **Ongoing Work:**

- Managing dead or dying trees and arranging necessary replacements. Working with vendors to secure preferred pricing and to establish a priority list.
- Trees are typically replaced once a year due to seasonality, which is typically in the spring or fall.
- Vendor is compiling an extensive tree audit with mapped locations. This will allow us to remove dead trees before they are replaced, to help ensure proper tracking.
- Additional factors to address ongoing work.
  - Items that would require board approval/action in a public board meeting.
  - Items that we are waiting for parts to be shipped from suppliers.
  - Work orders that would need ongoing follow up for resolution or have a larger impact on the community would be followed up by an email blast and/or posting to the district's website to keep the community informed.

### **Website and Email Communications**

- Website Communications:
  - Bridge at the Cove in need of repair.
  - Lake Water Quality Report.
  - Board Member "101" Presentation.
  - Communications Flow Charts for PCGI and TMT.
  - New Communications Flow for Community and Landscaping Concerns.
  - Monthly Meet with a District No. 2 Board Members.
  - Wasp Nest at Trailblazer Park.
  - Weeds on District Property.
  - Swimming Pool Closing for the 2025 Season.
- Email Communications:
  - Updated Irrigation and Landscape process and procedures.
  - Communications Flow Charts for PCGI and TMT.
  - Wasp Nest at Trailblazer Park.
  - Monthly Meet with a District No. 2 Board Members.
  - Newsletter: Provided content for the monthly newsletter to include the updated irrigation and landscape process and the posting of QR codes throughout the District to report landscaped and irrigation issues.

# St. Vrain Lakes Metro District Management Companies

## The Management Trust

### Community Management

- The Cove Pool and Fitness Center Operations and Maintenance (O&M)
- The Cove Facility and Operations Vendor Management
- Quarterly Fee and Windy Gap Fee Billing and Payment Collection
- Collections Management
- Escrow
- Financial Delivery of monthly funds to District Manager
- Vantaca Portal Administration
- Covenant Enforcement
- ARC Review
- Recreation Lake Management

### Engagement Management

- Community Lifestyle Program and Events Management
- Social Committee Liaison
- Monthly Newsletter
- Manage Pool Monitor Staffing

## Pinnacle Consulting Group Inc.

### Management & Administration

- Board Management
- Board Meeting Preparation and Management
- District Administration
- District Website Management
- District Management and Landscaping Contract Management
- Enhancement Committee Liaison
- Developer Coordination

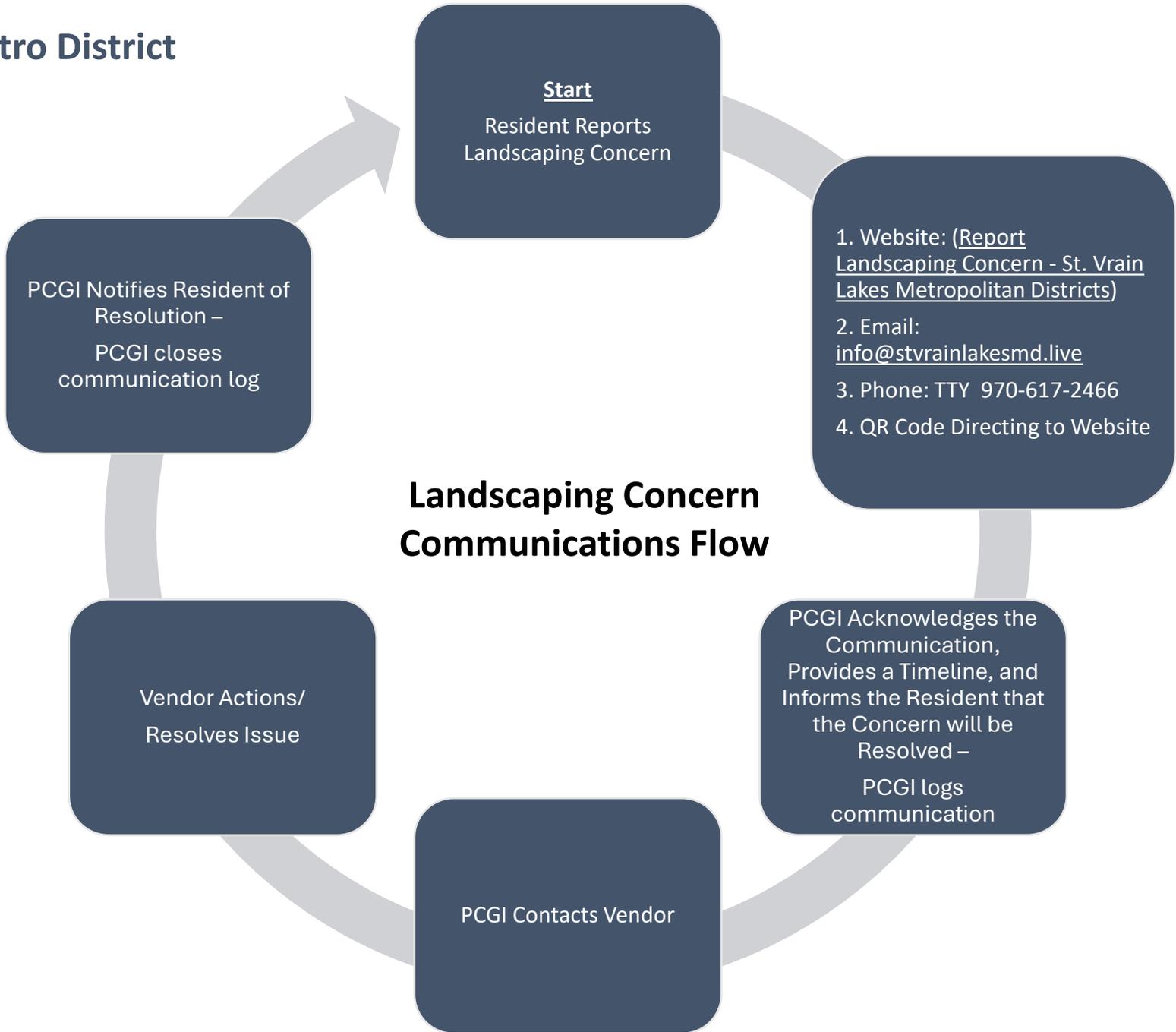
### Capital & Facilities

- District Owned Landscaping, Parks, Open Space, Trails Management, District Owned Fencing, Storm Structures, Snow Removal, Hardscapes
- Lakes Management
- District Trade/Vendor Management Related to O&M
- Capital project supervision and warranty management

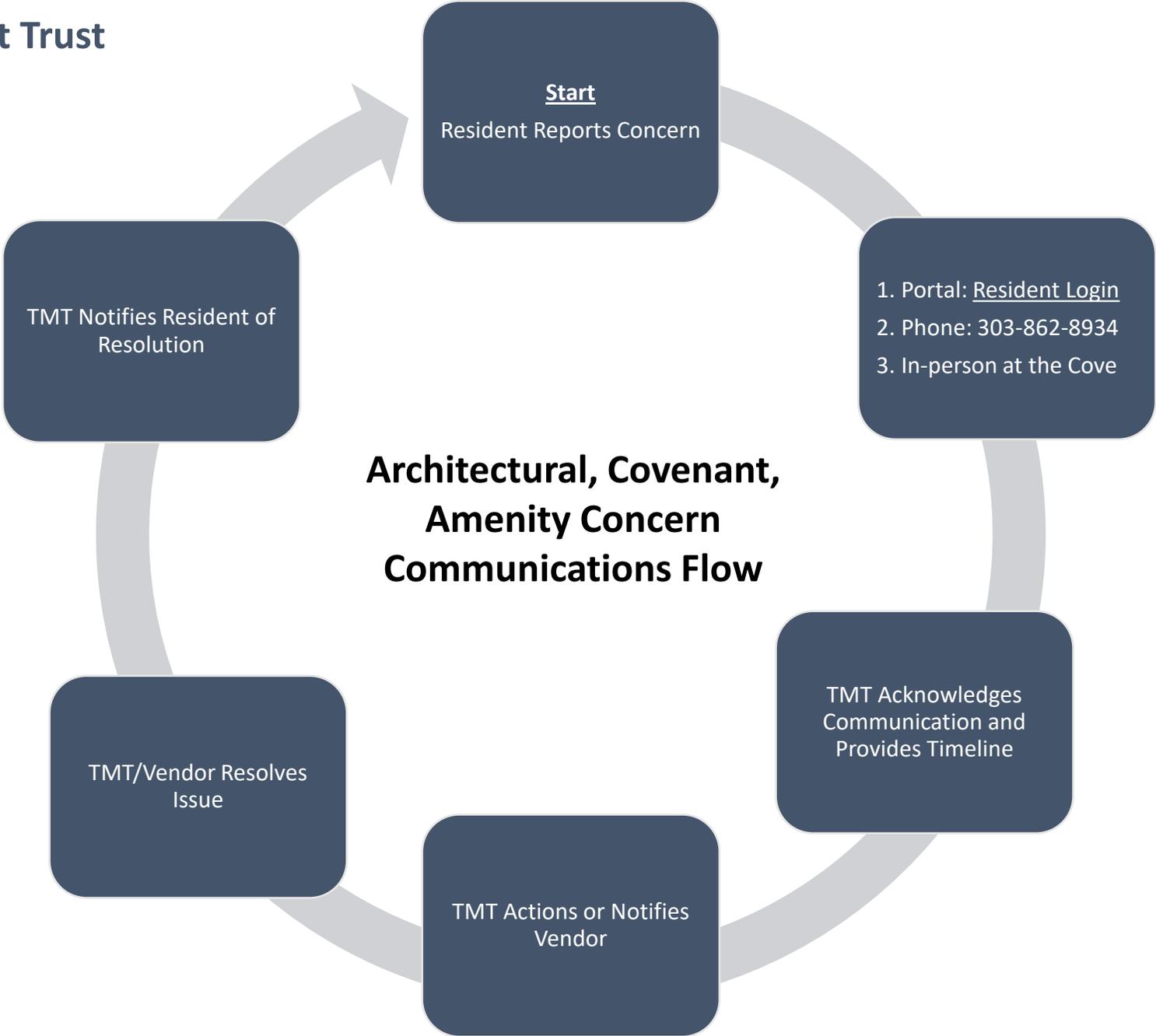
### Finance & Accounting

- District Accounting
- Financial Management
- Preparation of Financials
- Annual Audits
- Budget Management and Oversight
- Accounts Payable and Accounts Receivable

# St. Vrain Lakes Metro District



# The Management Trust



# St. Vrain Lakes MD No. 1

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St. Vrain Lakes MD No. 2

St. Vrain Lakes MD No. 3

St. Vrain Lakes MD No. 4

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**DISTRICT 1**  
Board of Directors

**DISTRICT MANAGEMENT**  
Pinnacle Consulting Group Inc

**COMMUNITY MANAGEMENT**  
The Management Trust

**DISTRICT LEGAL**  
WBA

**District Manager**

**Facility Operations Manager & Capital Project Manager**

**Accounting Manager**

**Community Manager**

**Engagement Manager**

**District Attorney**

- RESPONSIBILITIES**
- Board Management
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