



## VENTANA METROPOLITAN DISTRICT

Regular Board Meeting  
11007 Hidden Prairie Parkway  
Fountain, CO 80817

and via virtually: <https://meet.goto.com/622480501>

**Monday, August 15, 2022 – 6:00 p.m.**

Eric Farrar, President - Term to May 2025  
Christina Sparks, Vice President - Term to May 2025  
Michael Laurencelle, Treasurer - Term to May 2025  
Patrick Jarrett, Assistant Secretary - Term to May 2023  
Jennifer Herzberg, Assistant Secretary - Term to May 2023

### MINUTES

1. Call to Order: President Farrar called the meeting to order at 6:00 PM.
2. Declaration of Quorum/Director Qualifications/ Disclosure Matters: President Farrar confirmed a quorum was present with all Directors in attendance. All disclosures were properly filed with the Department of Local Affairs, State of Colorado by Mr. Susemihl.

Directors in attendance were:

Eric Farrar  
Christina Sparks  
Michael Laurencelle  
Patrick Jarrett  
Jennifer Herzberg

Also in attendance were:

Rebecca Hardekopf, Walker Schooler District Managers  
Pete Susemihl, Susemihl, McDermott, & Downie, P.C.  
Kevin Whatley, Recreation Center Manager  
Members of the Public

3. Approval of Agenda: Director Herzberg moved to approve the Agenda as presented; seconded by Director Sparks. Motion passed unanimously.
4. Regular Business Items
  - a. Approval of Board Meeting Minutes from the July 18, 2022 Meeting: Director Herzberg moved to approve the July 18, 2022 Meeting Minutes; seconded by Director Sparks. Motion passed unanimously.
  - b. Approval of Payables for the Period ending August 15, 2022: Director Laurencelle moved to approve the Payables; seconded by Director Herzberg. Motion passed unanimously.
    - General Fund – \$ 39,711.30
    - Bond Fund – \$ -\_\_\_\_\_
    - **TOTAL – \$ 39,711.30**

- c. Acceptance of Unaudited Financial Statements as of July 31, 2022, and the schedule of cash position updated as of July 31, 2022: Ms. Hardekopf noted the Kirkpatrick Bank funds will be transferred this month to Eastern Colorado Bank. After review, Director Herzberg moved to accept the Unaudited Financial Statements as of July 31, 2022; seconded by Director Sparks. Motion passed unanimously.
5. Market Update/Construction/Operations: Director Jarrett reported there is still interest and closings are still happening in Ventana South, but the overall market has slowed down over the last couple of months. The store front glass for the sales office should be delivered in the next few weeks and furnishing and opening should be in September. The Ventana neighborhood barbecue sponsored by Challenger is on Friday afternoon at 4:00 pm with over 150 families that have RSVP'd. Director Herzberg noted the Mayor and possibly the Chief of Police and Fire Chief will be in attendance.
6. Legal Matters
  - a. Service Plan Amendment Update: Ms. Hardekopf reported the Service Plan Amendment was approved at City Council.
  - b. Bond Discussion and Update: Ms. Hardekopf noted that Mr. Walker will discuss this item in detail at the next Board meeting.
  - c. Review and Consider Approval of Resolution of Imposition of Trash Service Fee: Ms. Hardekopf presented the Resolution of Imposition of Trash Service Fee and confirmed all the required publications and advertisements were done. The new fee will be effective September 1, 2022. The Board discussed the turnover plan. Director Herzberg moved to approve the Resolution of Imposition of Trash Service Fee; seconded by Director Sparks. Motion passed unanimously.
  - d. Discuss IGA Agreement with City of Fountain for Landscape Maintenance: Ms. Hardekopf reported the IGA Agreement is being drafted and will be sent to City of Fountain for review. The agreement with City of Fountain states that the District will maintain the tract in filing 6 from the back of property fences to the trail. Anything from the trail to the open space will be the City of Fountain's responsibility to maintain. Ms. Hardekopf noted she will be sending the invoice for the landscaping to Challenger. Ms. Hardekopf explained that once the City of Fountain accepts the landscaping from Challenger, the turnover will occur.
7. Financial Matters
  - a. Update on Pool Grant Acceptance: Ms. Hardekopf reported she submitted the first request for half of the funds, and she will follow up with proof of where the funds are expensed. Once that is done, the second and final request for funds can be submitted. The total grant amount is for \$8,700. The Board discussed employee pool certifications.
  - b. Update on Request for Fee Waiver at 10908 Hidden Prairie Parkway: Ms. Hardekopf reported the resident resolved the weed problem and has a plan to xeriscape for next year. The resident has also increased the amount of their monthly payment to \$75 per month, will stay current on dues, and has signed up for autopay.
  - c. Review Current Ventana Budget Versus Actual: Ms. Hardekopf noted there will be an in-depth budget discussion at the next Board meeting.
8. District Management Matters & Report

- a. Review Managers Update & Report: Ms. Hardekopf presented the monthly Manager's Report. Mr. Whatley and the Board discussed a request for indoor fire cabinets for chemical storage and an outdoor storage shed. The Board discussed adding outdoor storage at the new Ventana South splash pad location. The Board discussed needed pool light replacement and agreed to make the repairs when the pool closes for the season in a few weeks and not allow swimming after dark to prevent pool closures and mitigate risks. The Board agreed they would like to take steps to make next year's pool opening better and possibly earlier than it was this year. Mr. Whatley will reach out to Front Range Aquatech to see about a delayed closure of the hot tub. Ms. Hardekopf reviewed the list of ongoing capital improvements.
  - b. Review Survey Results: Ms. Hardekopf presented the Community Survey results and noted 118 people participated. 84% of the people who participated in the survey said they use the Recreation Center. Regarding the guest policy, 67% responded they would like 2 free guests with a maximum of 4 guests per household and more than 4 guests would require a Great Room rental agreement and \$200 security deposit. Regarding the dog run, those who were very interested want it to be for Ventana use only. 51% responded that a disc golf course would be nice but not necessary. Ranking of capital improvements; most popular was shade at the playground, second was chairs at the pool deck with a combination of chairs and tables, third was replacement of the trees that are being removed, and fourth was picnic tables at the Recreation Center, fifth was the dog run, and last priority was the disc golf course. The Board discussed adding signage about no food in the pool area and explaining the complications and costs that can occur when food enters the pool.
  - c. Continue Discussion on Events Committee: Ms. Hardekopf reported there is community interest for the Events Committee. She recommended creating a process and procedure policy that the committee can work within as well as providing insurance coverage. The Board discussed having Board oversight on events and plans. Ms. Hardekopf will invite the interested individuals to the next Board meeting. The Board discussed a small budget for community activities and events.
  - d. Continue Discussion on City of Fountain Conversation around Parks and Recreation: Ms. Hardekopf reported she is waiting on a follow-up from the City of Fountain.
9. VCC Board Update:
- a. 2022 VCC Election Update: Ms. Hardekopf reported she has not received any additional letters of interest for the VCC Board. After discussion, Director Herzberg moved to appoint Heather Farrar, Kevin Whatley, and Christina Sparks to the VCC Board for a one-year term; seconded by President Farrar. Motion passed unanimously.
  - b. Continue Discussion on the VCC taking over Covenant Enforcement: President Farrar recommended the new VCC Board discuss this before the District Board takes any action.
10. Public Comment: Ms. Hardekopf opened the meeting for public comment.

A member of the public commented on issues with the timing of the pool closing and not allowing nighttime swimming. Mr. Whatley explained the pool will close daily at 7:00 pm instead of 8:00 pm since the pool lights need to be replaced and this will mitigate risks and prevent the pool closing early to drain the pool to replace the lights. Ms. Hardekopf discussed the timing of the pool closing for the season and noted it is weather permitting. She explained the option of closing at 7:00 pm before dark is to prevent an early closure for the season.

She also commented on mosquitoes and asked if the District can hire someone to spray by the pool area. President Farrar suggested adding this to the capital improvements list for budget discussion and noted there are propane options to mitigate mosquitoes. Ms. Hardekopf will follow up on mosquito control and noted it is allowed in the service plan.

She commented on food in the pool area and putting chips and other items in a sealed container or eating inside the Recreation Center. Mr. Whatley commented that he would prefer people use the Recreation Center to eat instead of at the pool area and is in favor of encouraging that.

She commented on the 115-pound weight limit restrictions for the hot tub. Ms. Hardekopf explained the weight limit and medical condition restrictions are included in the rules for the hot tub and she has advised employees to use their best judgement when enforcing the rules. Mr. Whatley suggested raising the age limit to 15 and older with the information on risks for those under 115 pounds. The Board agreed to officially review all rules for the pool and hot tub and increase the age limit to 15 and older for the hot tub at that time.

11. Other Business:

- a. Next Regular Meeting Date: The next meeting is scheduled for September 19, 2022 at 6:00 PM.

12. Executive Session (§24-6-402(4)(f) C.R.S.)

- a. Discuss Personnel Matters for Kevin Whatley, Ariel Oaks, and Korbin Munguia: President Farrar moved to enter into an Executive Session per (§24-6-402(4)(f) C.R.S.) to discuss personnel matters for Kevin Whatley, Ariel Oaks, and Korbin Munguia; seconded by Director Herzberg. Motion passed unanimously at 8:27 pm. President Farrar moved to adjourn the Executive Session; seconded by Director Sparks. Motion passed unanimously at 8:34 pm. Director Herzberg moved to increase Kevin Whatley's salary by \$5,000 per year to be prorated for the rest of the year and increase the hourly rate of the part time employees to \$15.00 per hour; seconded by Director Sparks. Motion passed unanimously.

13. Adjourn: Director Herzberg moved to adjourn at 8:36 PM; seconded by Director Sparks. Motion passed unanimously.

Respectfully submitted,

DocuSigned by:  
By: Rebecca Hardekopf  
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Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL AUGUST 15, 2022, MINUTES OF THE VENTANA METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

DocuSigned by:  


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Eric Farrar, President

DocuSigned by:  
*Christina Sparks*

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Christina Sparks, Vice President

DocuSigned by:  
*Mike Laurencell*

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Michael Laurencelle, Treasurer

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*Patrick Jarrett*

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Patrick Jarrett, Assistant Secretary

DocuSigned by:  
*Jennifer Herzberg*

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Jennifer Herzberg, Assistant Secretary