



## Memorandum

**To:** Shalise Hudley-Harris, President  
**CC:** Keven Burnett, Executive Director  
**From:** Jack Seward, Community Services Coordinator  
**Date:** February 13, 2023  
**Subject:** Puddle Jumper Pool Fire, January 23, 2023  
Investigative Findings

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Dear Shalise,

I am writing to you with the investigative findings regarding Puddle Jumper Pool fire incident. This follows my initial incident report from January 25, 2023.

On or around January 23, 2023, at or about 10:19 AM, I was made aware of a Facebook post that included pictures of significant fire damage at the Puddle Jumper Pool, located at 2401 Xenia Street Denver, Colorado (the Facility). Corresponding text to the Facebook post indicated to the effect that there had been a fire at the Facility. The post included a video of the Facility on fire. The pictures were clearly taken inside the Facility which we later determined had been left unsecured by DFD. At or around 10:21 AM, I placed a call to Jeff Wessel, Maintenance Manager, inquiring as to what had occurred at the Facility. At the time of the call Jeff was meeting Keven Burnett, Executive Director. Jeff placed my call on speaker phone and replied to my inquire something to the effect of "what are you talking about," I explained what I had observed in the Facebook post. Keven then yelled something to the effect of "lets get over there." Jeff disconnected the call and I texted both of them a screen shot of the Facebook post.

At or around 10:24 AM, I placed a call to Keven and advised that I had texted him the screenshot from Facebook. He requested that I get in touch with the fire department to figure out what happened and expressed frustration that we were learning about this from Facebook. He further advised no one had called him, the Associations emergency line or anyone else for that matter.

At or around 10:26 AM, I placed a call to the Denver Fire Department (DFD) dispatch center to inquire about the circumstances of the fire. After looking up the property and the incident the dispatcher advised that at or about 5:05 AM DFD responded to 23<sup>rd</sup> Ave. and Xenia St. for what was described as an outdoor fire investigation in response to a 911 call reporting a fire in the park. Additional 911 calls would cause DFD to upgrade the response to a multi-family building

fire at or about 5:07 AM, the upgrade in response brought additional resources to the incident. Upon arrival crews determined that the correct address was 2401 Xenia St., Puddle Jumper Pool (the Facility). Responding crews reported fire in the building's roof. At or around 5:34 AM DFD declared the fire out. The DFD Arson Investigation Unit responded to the Facility and at or around 6:37 AM completed the scene investigation. DFD departed the scene and left the Facility unsecured, no notification was made to us that the incident had occurred. In response to my inquire about additional information, the dispatcher advised he would have the investigator call me.

At or about 10:41 AM, I received a call from Lt. Lopez from the DFD Arson Investigation Unit, after accepting the call from Lt. Lopez, I conferenced Keven into the call. Lt. Lopez confirmed the information we had received from the DFD dispatch center, he advised that while he was not the lead investigator he had been on scene earlier in the morning. Lt. Lopez advised that the origin of the fire was in the bathroom and that it appeared some "transient folk" had been residing in the bathroom and had furnished a heat fire. It appeared that the heat fire was in some sort of container and was being fueled by a liquid. The fire pattern indicated that the heat fire became un contained and spread across the floor and to the wall. The fire got into the wall and traveled to the roof. Lt. Lopez described the condition of the building and roof as not structurally sound. He further advised power had been cut to the Facility. Lt. Lopez ruled out any type of electrical cause for the fire. He further advised that the primary investigator, a Greg Thomas, would be back on Friday and could answer additional questions. Lt. Lopez advised that the incident had been assigned DFD case number 23-8913 and Denver Police Department case number 23-5000247. A criminal investigation is open and ongoing.

Keven and Jeff inspected the Facility, and Jeff was instructed to secure it using temporary fence. At or about 11:17 AM, I arrived at the Facility and documented the damage (Exhibit A). I found significant smoke damage to the Facility, significant damage to the roof, a wall was missing and had been torn down. Multiple chairs had been destroyed; trash receptacles had been destroyed. Title, light and plumbing fixtures had been destroyed. Wood from the roof fell while I was on site. Jeff returned while I was on site and together, we secured the Facility using temporary fence.

At 1:48 PM Keven advised that he had contacted the appropriate people to begin an insurance claim. On or around January 24, 2023, Keven sent me the form that needed to be completed for insurance purposes. I completed that form and submitted a claim on January 25, 2023 (Exhibit B). Insurance in this incident is a bit complex, since the Park Creek Metropolitan District (PCMD) owns the property and has contracted us to manage it. The PCMD insures the structure itself but the inside and all axillary furniture and fixtures are insured by us.

On or around January 26, 2023, I received an email from Nella Rosales, Claims Examiner Sedgwick, which process claims for the Colorado Special District Insurance Collective, indicating she had opened a claim and was requesting to speak with me. I returned her call at or about 3:55 PM. I advised Nella that we had already secured the property and had that day begun the process of removing debris from it. She wanted to "get eyes on the place" and we scheduled a

time for an adjuster to meet me on site to evaluate the Facility. This same day Jeff and his team had been onsite removing unsafe debris and boarding up the facility.

On or around February 1, 2023, at or about 1:30 PM, Keven, Jeff and I met at the Facility with Russ Clark, the insurance adjuster. We spent about two hours with Russ inspecting the Facility in its entirety. Russ opined that the roof of the northern building would have to be completely replaced but the roof of the southern building had no damage. Russ instructed us to contract an engineer to evaluate the structural integrity of the roof. He further opined that the rest of the building could be replaced.

On or around February 7, 2023, I spoke on the phone with Greg Thomas the investigator with DFD. Greg advised he was conducting both a criminal and cause and origin investigation. Greg asked if we had any surveillance footage of the Facility, I advised we did not. Greg advised that he was unable to find any usable footage from any neighboring homes. Given that there was no evidence of a person intentionally or unintentionally starting the fire Greg advised that he would be listing the cause of the fire as undetermined. He is confident that it was human caused and ruled out all other possible causes but advised he lacked the evidence to confirm arson. He asked for information about what the total value of the loss was, and I advised I would get with the insurance company to find out. Greg advised once he had that information from the insurance company, he would close the investigation and issue his findings.

On or around February 8, 2023, we contracted an engineering firm to conduct a structural assessment of the Facility. That work has begun but will take time to complete.

On or around February 13, 2023, I spoke again with Russ from the insurance company to update him on the findings of DFD. Russ advised he'd be able to provide an estimate of damage once the engineering firm completed their assessment.

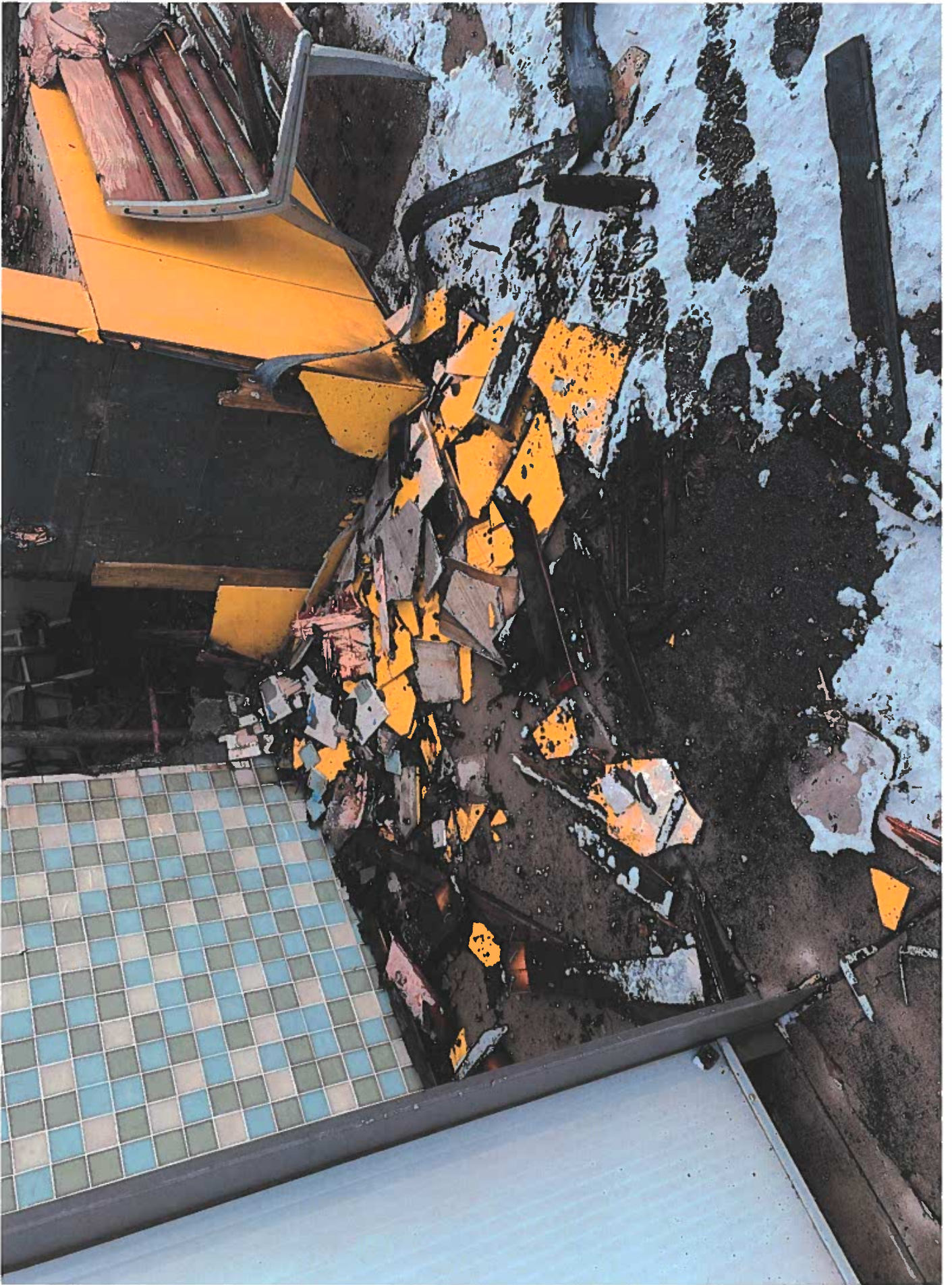
Given DFD's finding that the cause of the fire is undetermined, and that the insurance company is processing the claim, this concludes my investigation. Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Jack Seward". The signature is fluid and cursive, with a long horizontal line extending from the top of the first letter.

Jack Seward  
Community Services Coordinator

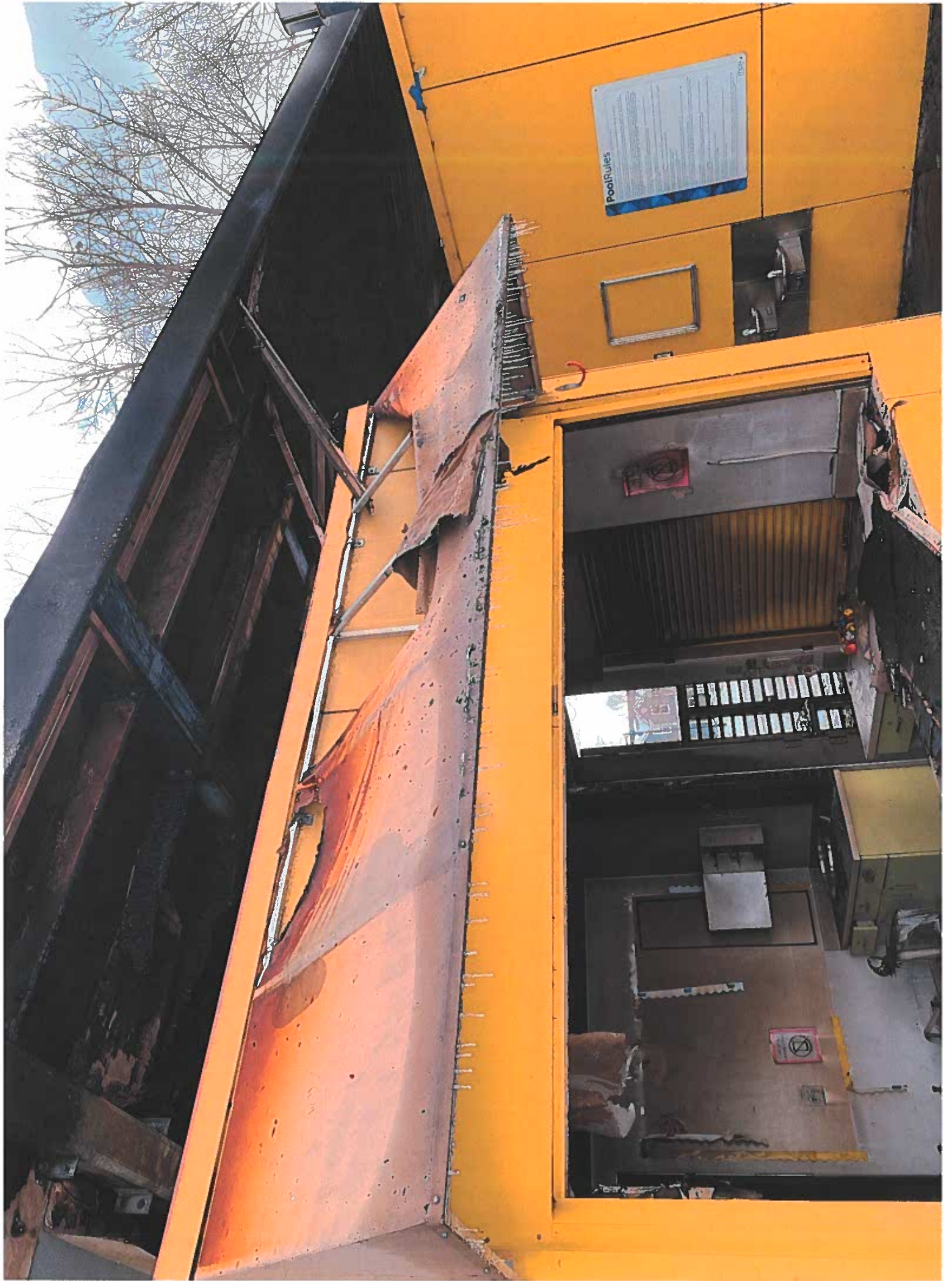
Exhibit A  
Facility Damage Documentation



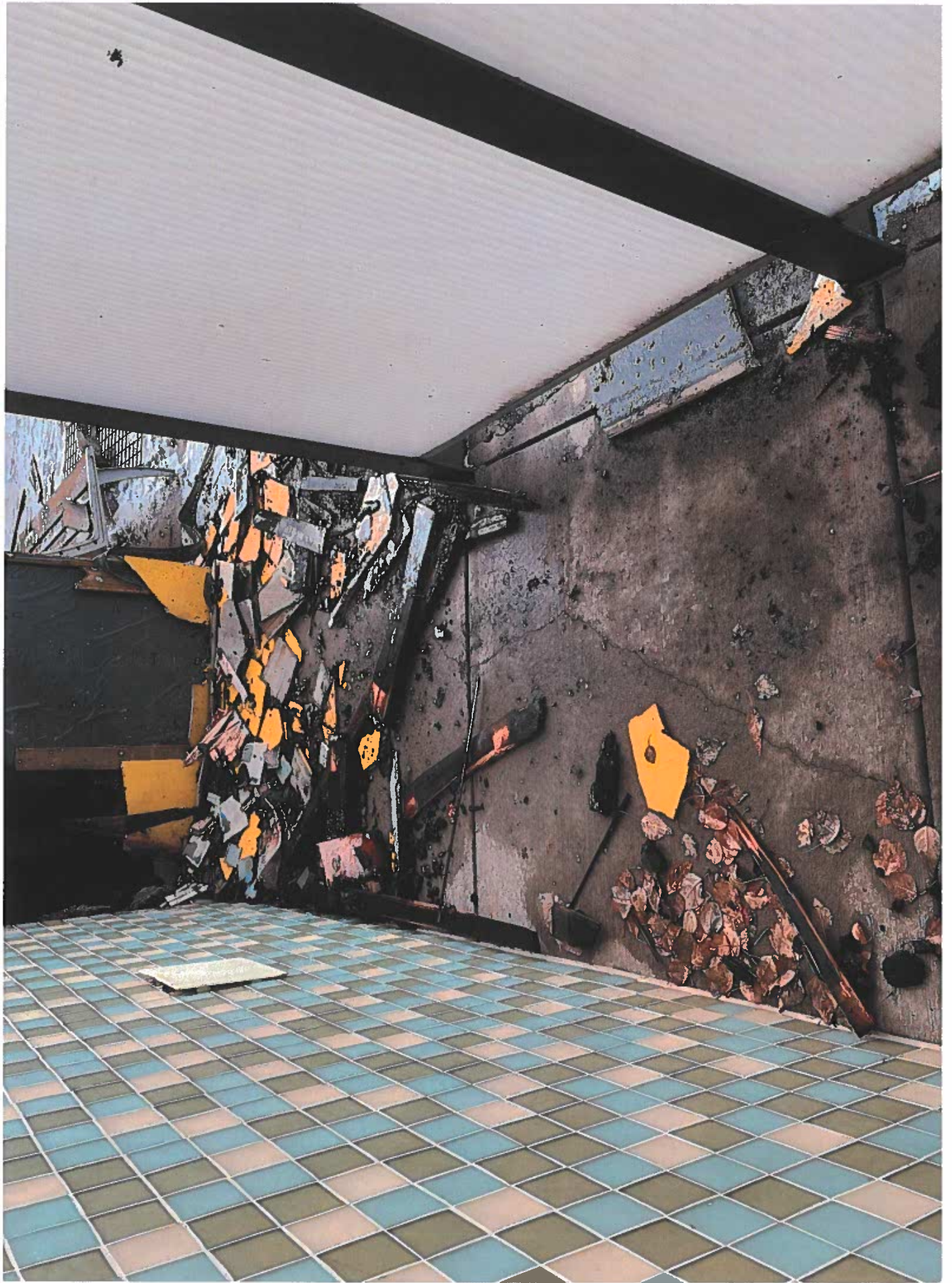








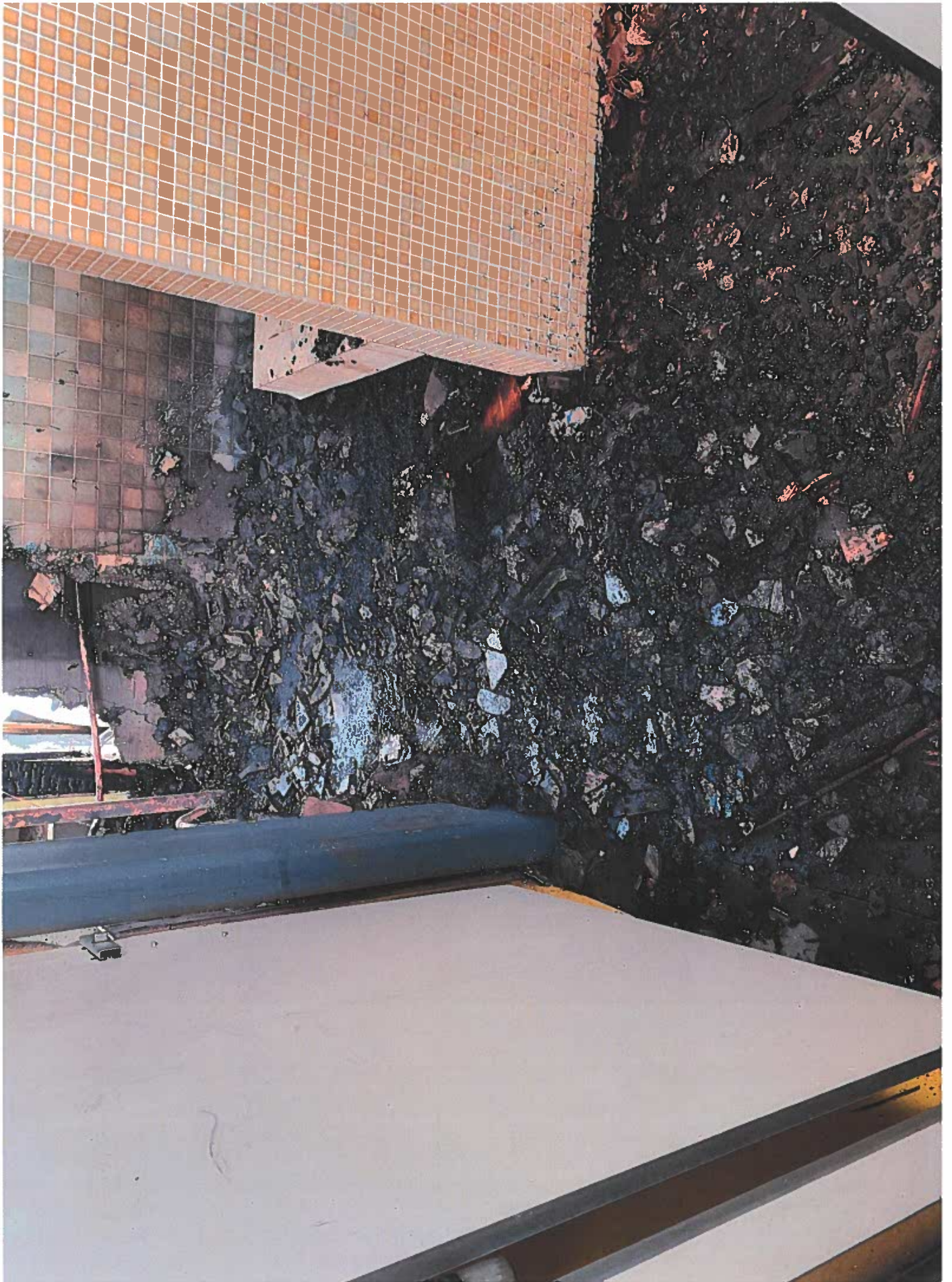


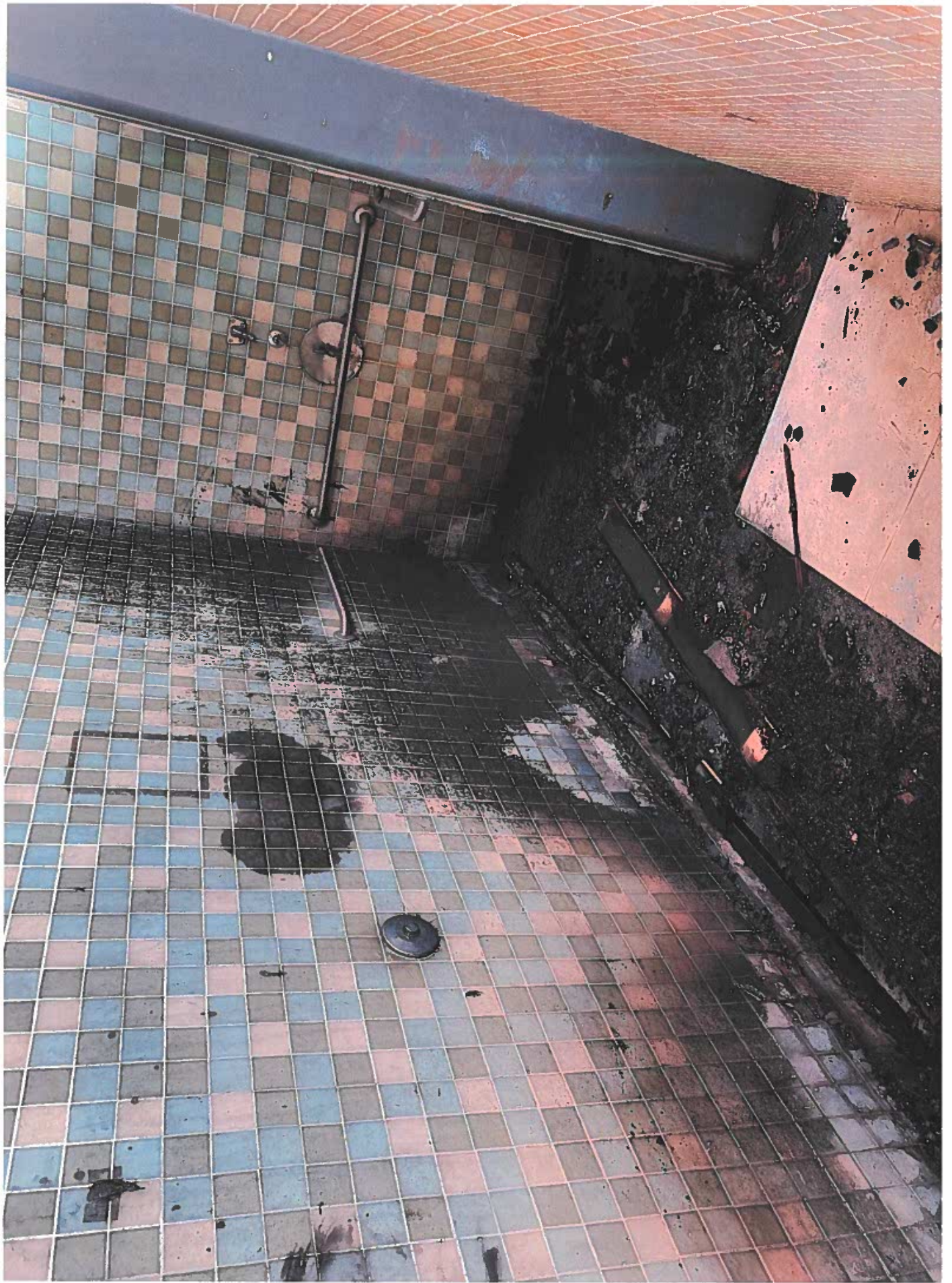






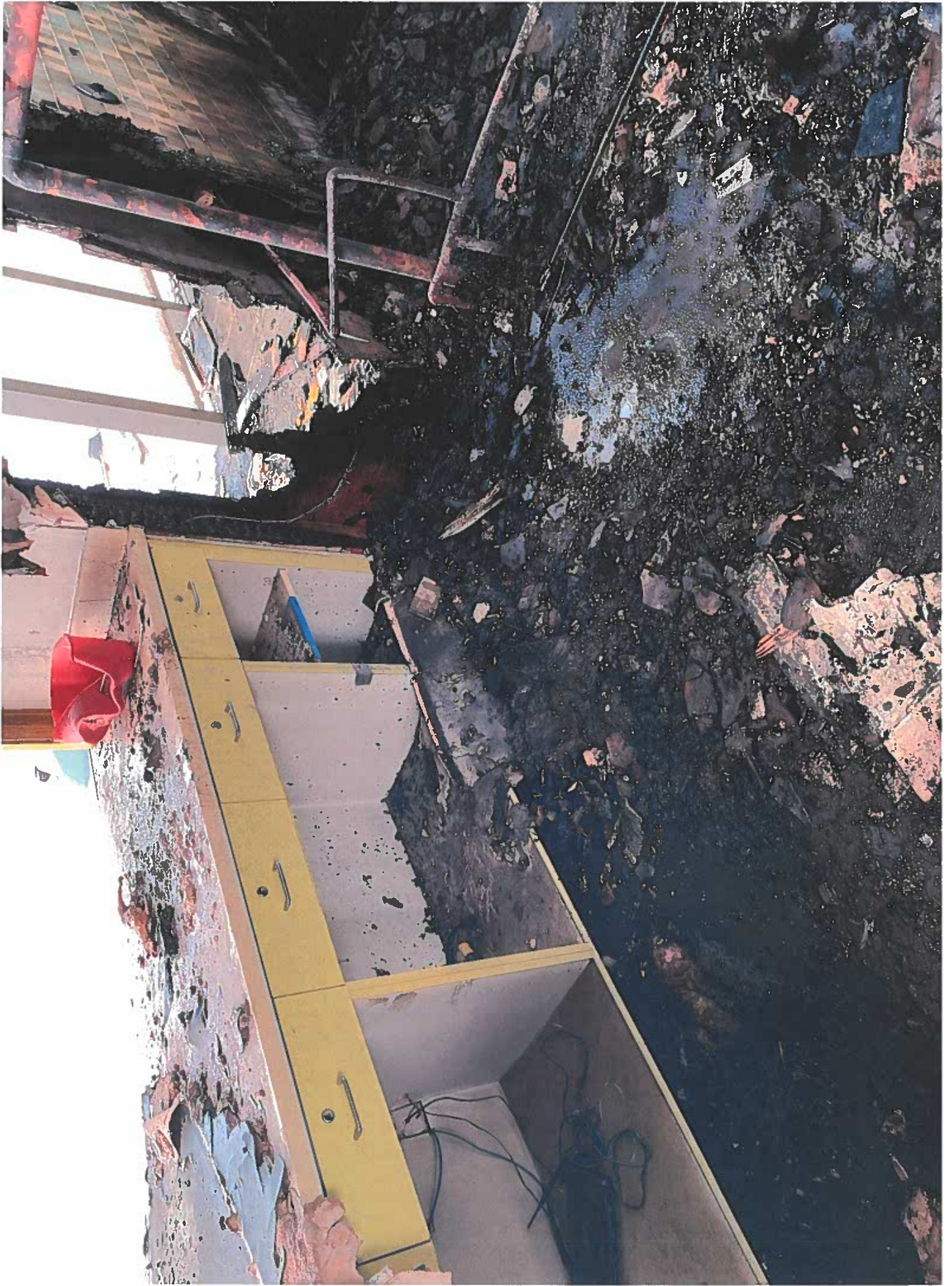






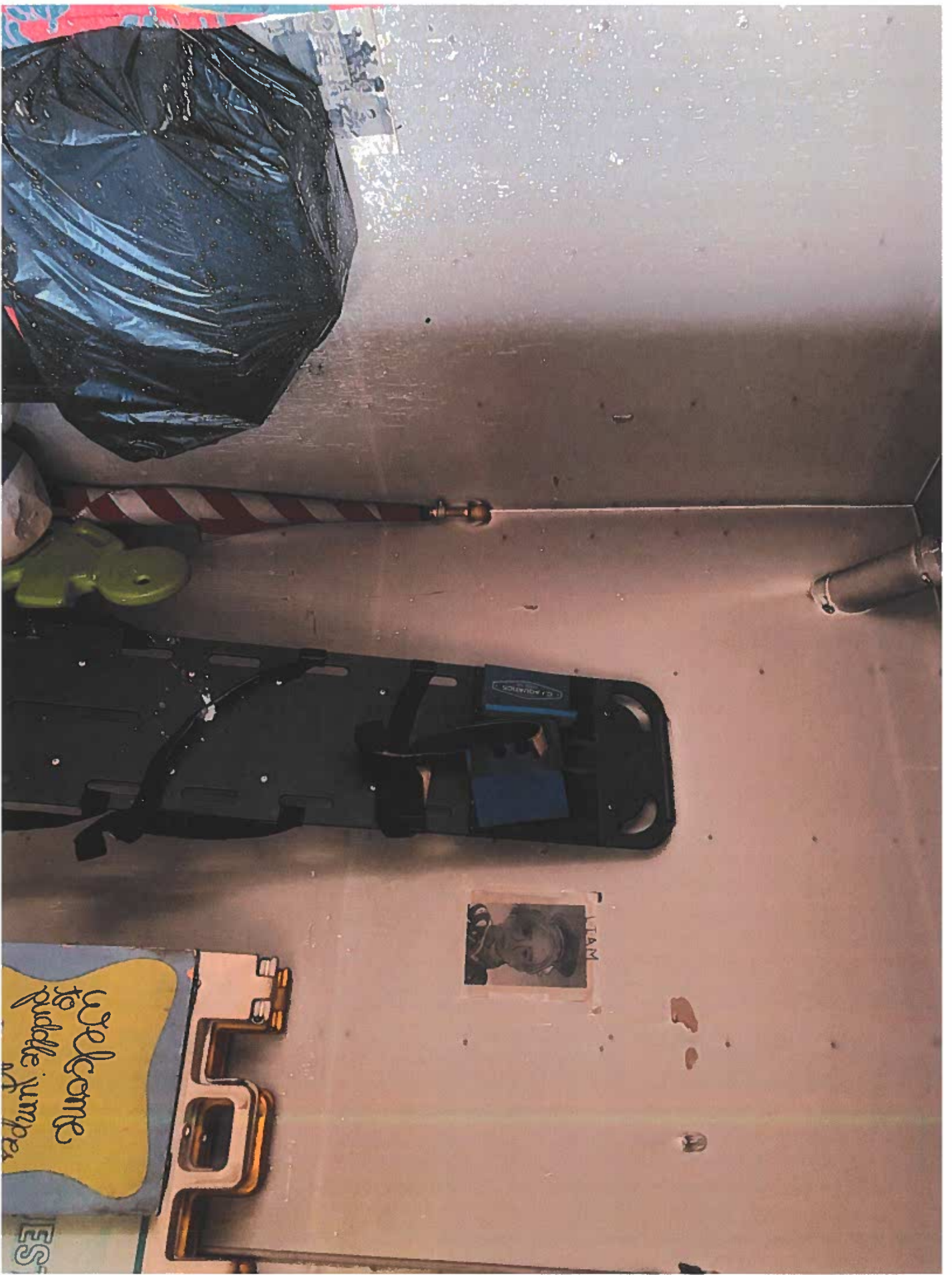


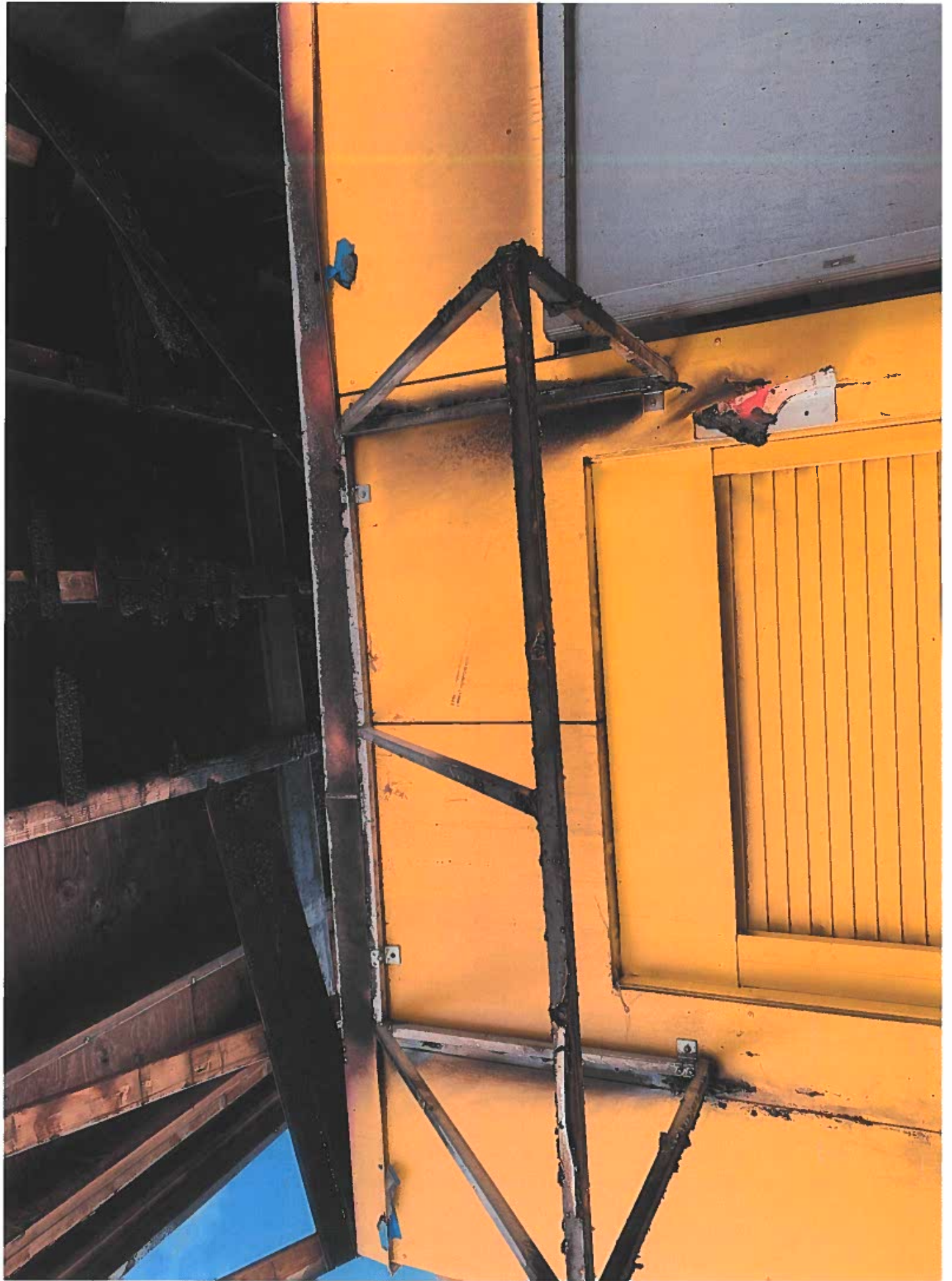














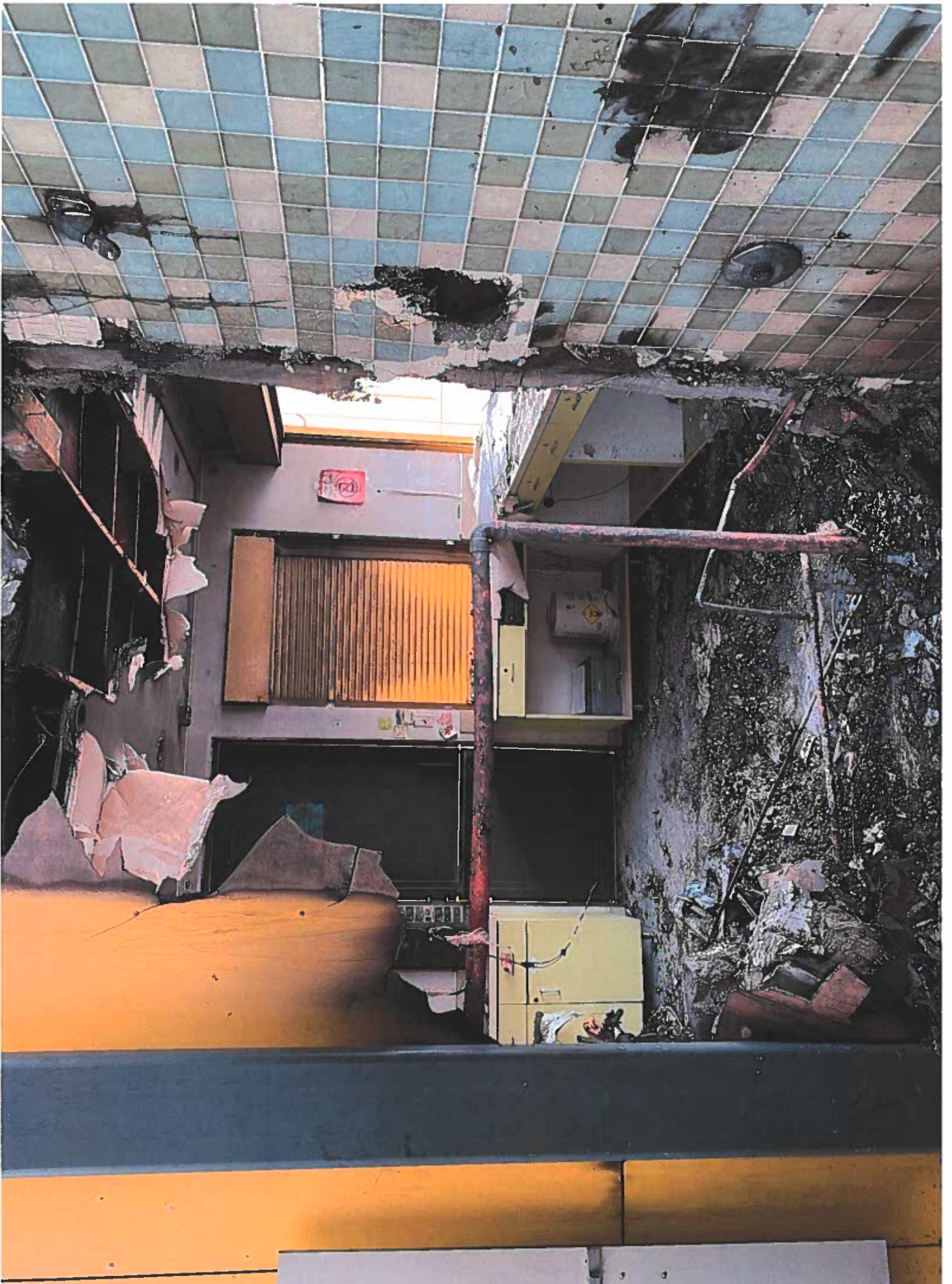






Exhibit B  
Insurance Claim



## INCIDENT/CLAIMS REPORT

☐ INCIDENT ONLY (FOR INTERNAL USE ONLY)

☒ FILING CLAIM

**NAME OF ENTITY:** Park Creek Metropolitan District

**DATE AND TIME OF LOSS:** 1/23/2023 5:05 AM

**DESCRIPTION OF INCIDENT:**

☒ PHOTOS ATTACHED  
(IF AVAILABLE)

On or around January 23, 2023, at or about 5:05 AM the Denver Fire Department (DFD) responded to 23<sup>rd</sup> Ave. and Xenia St. for what was described as an outdoor fire investigation in response to a 911 call reporting a fire in the park. Additional 911 calls would cause DFD to upgrade the response to a multi-family building fire at or about 5:07 AM, the upgrade in response brought additional resources to the incident. Upon arrival crews determined that the correct address was 2401 Xenia St., Puddle Jumper Pool (the Facility). Responding crews reported fire in the building's roof. At or around 5:34 AM DFD declared the fire out. The DFD Arson Investigation Unit responded to the Facility and at or around 6:37 AM completed the scene investigation. DFD departed the scene and left the Facility unsecured, no notification was made to us that the incident had occurred. At or about 10:19 AM, I was made aware of a Facebook post that depicted the Facility unsecured and with significant fire damage. At or about 10:24 AM, I placed a call to Jeff Wessel inquiring about the incident, he advised he was unaware of what had occurred and acknowledged he was responding to the Facility to investigate. An investigation by DFD is open and ongoing.

**ADDRESS OF INCIDENT:** 2401 Xenia St. Denver, CO 80238

**SPECIFIC LOCATION:** Pool office and bathroom building.  
(PARKING LOT, PLAYGROUND, ETC.)

### ENTITY CONTACT INFORMATION

**NAME:** Jack Seward

**PRIMARY PHONE:** 720-682-4501 ☐ HOME ☐ BUS ☒ CELL

**EMAIL:** jseward@mca80238.org



## INJURED PARTY

**NAME:** None

**EMAIL:** Click here to enter EMAIL ADDRESS.

**PHONE:** Click here to enter PHONE # (xxx) xxx-xxxx

**ADDRESS:** Click here to enter STREET.

Click here to enter CITY, STATE, ZIP.

## WITNESS

**NAME:** Unidentified 911 caller

**EMAIL:** Click here to enter EMAIL ADDRESS.

**PHONE:** Click here to enter PHONE # (xxx) xxx-xxxx

**ADDRESS:** Click here to enter STREET.

Click here to enter CITY, STATE, ZIP.

## OTHER PERTINENT INFORMATION:

☒ POLICE REPORT  
(IF AVAILABLE)

Denver Fire Department case number: 23-8913  
Denver Police Department case number: 23-5000247

### What to do:

1. Do not admit liability. Simply state that you will turn a claim into your insurance carrier.
2. Take Photos of the accident and area where the accident occurred.

### For Auto Accidents, also:

3. Exchange insurance information
4. Call the policy – if on private property, they may not respond and you will need to file a police report in the appropriate jurisdiction

### Instructions for the form:

1. If this is an incident only, retain the information and form in your file.
2. For a claim, email the completed form to TCW Risk Management.
3. Include all documents you have regarding this incident.
4. Maintain a list of names and contact information of any witnesses to the incident or employees who may be able to provide critical details.
5. Expect to be contacted by the claims adjuster within 48 hours. If you do not hear from an adjuster within that time period, please contact TCW Risk Management.

**COMPLETED BY:****NAME:**Jack Seward**SIGN AND DATE:**  
**SIGNATURE**1/25/23**DATE****IF AUTO ACCIDENT, PLEASE COMPLETE PAGE 3 – AUTO ACCIDENT SUPPLEMENTAL**

## PROPERTY LOSS INCIDENT REPORT

**NAME OF ENTITY:**Park Creek Metropolitan District**DATE AND TIME OF LOSS:**1/23/2023 5:05 AM**CONTACT INFORMATION****NAME:**Jack Seward**PRIMARY PHONE:**720-682-4501☐ HOME ☐ BUS☒ CELL**BEST TIME TO CONTACT:**9 AM to 4 PM**LOSS INFORMATION****LOCATION OF LOSS:**2401 Xenia StreetDenver, CO 80238**DESCRIPTON OF  
LOSS & DAMAGE:**☒ PHOTOS ATTACHED  
(IF AVAILABLE)

Extensive structural and physical damage to include damage from smoke. Building roof requires extensive repair, entire wall destroyed and will have to be replaced. Flooring, siding and fixtures destroyed.



**EFFECT ON OPERATIONS:**

(Is damaged property necessary to continue operations?)

No immediate effect as facility is closed for the winter. Facility is unusable and if in season loss would have the effect of complete cessation of operations.

**ATTACHMENTS:**





