

MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS

OF

BRIGHTON CROSSING METROPOLITAN DISTRICT
NO. 4

Held: Monday, March 13, 2017, at 5:00 p.m.
At The Police Station Community Room, 3401 E.
Bromley Lane, Brighton, Colorado.

Attendance

The meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following Directors were in attendance:

Ashley Tarufelli
Marc Savela
Chris Petro

All Directors' absences are deemed excused unless a contrary notation is recorded in these minutes.

Also present were Kristen D. Bear, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District general counsel; Diane Wheeler, Simmons & Wheeler, P.C.; Jennie Heinze, Overlook Property Management, District manager; and Barrett Marrocco, IDES, District engineer

Call to Order/Declaration of Quorum

Director Tarufelli noted that a quorum of the Board was present and therefore called the meeting to order.

Director Disclosures

Ms. Bear advised the Board that pursuant to Colorado law, certain disclosures by the Directors may be required prior to taking official action at the meeting. The Board reviewed the agenda for the meeting, following which each Director confirmed the contents of any written disclosure previously made stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Board determined that the participation of the Directors present were necessary to obtain a quorum or otherwise enable the Board to act.

Approval of Agenda

Ms. Bear presented the Board with the proposed agenda for the meeting. After consideration, a motion was made and seconded to approve the agenda.

Consider Appointment to Board Vacancy

Ms. Bear noted that there are currently vacancies on the Board. Ms. Robbins and Mr. Reid expressed an interest in being appointed to the Board and confirmed their qualifications for such appointment. Following discussion, upon motion duly made and seconded, the Board approved the appointment of Ms. Robbins and Mr. Reid and administered their respective Oaths of Office. Following further discussion, upon motion duly made and seconded, the Board appointed Ms. Robbins as Secretary to the Board and Mr. Reid as Treasurer to the Board authorized him to sign checks on behalf of the Districts.

Public Comment

Mr. Arnold proposed the regular meetings be moved to 6:00 p.m. and proposed that a notice or calendar event be posted on the District's website for all meetings. Mr. Arnold questioned whether Overlook was affiliated with Painters Marketing, Overlook confirmed they were not. Mr. Arnold proposed revisions to allow for RV parking on a more flexible basis.

Consent Agenda

The following items on the consent agenda were considered routine or administrative. Following a summary by Ms. Bear, the items on the consent agenda approved by one motion duly made and seconded.

1. Approval of Minutes and Ratification of Actions from December 5, 2016, Special Meeting
2. Consider Approval of Resolution Designating 24 Hour Posting Location
3. Consider Approval of First Addendum to Independent Contractor Agreement with YMCA of Metropolitan Denver for Recreation Center Services

Legal Matters

Consider Approval of Resolution Authorizing the Acquisition of Certain Property and Execution of Documents Necessary to effectuate the Acquisition Thereof

Ms. Bear presented the Board with the Resolution Authorizing the Acquisition of Certain Property, specifically various tracts in Filings 1, 2, and 3, all in accordance with the respective recorded plats. Following discussion, a motion was duly made and seconded, to adopt the resolution as presented.

Financial Matters

Payables/Financials

Ms. Wheeler presented the Board with the December 2016 through March 2017 payables in the amount of \$2,638,501.91 for consideration. Ms. Wheeler also presented the December 2016 financials to the Board for consideration. After discussion, a motion was duly made and seconded, to approve

the December 2016 through March 2017 payables and accept the December 2016 financials.

District Manager's Report

Ms. Heinze provided the District Management report to the Board for review.

The check registers from December 31, 2017 to February 28, 2017, as well as the accounts receivable were presented for ratification. Following review, upon motion duly made and seconded, the Board ratified the check registers.

Ms. Heinze provided an update on the pool repairs which will be completed the end of April. She indicated the alley repairs have been completed with the exception of the crack sealing which is pending. She also submitted the playground safety report and violation report for the Board review.

The Board was presented with the Agreement with ProSec Integration, LLC for camera installation and card access. Following discussion, a motion was duly made and seconded and the agreement was approved by the Board.

Ms. Heinze presented a landscaping update for the beach club stating that Brightview is changing out the sand to grass and removing the octopus feature.

Ms. Heinze presented an update on the Tot Lot and playground. She presented the inspection report and also presented the Maintenance Inspection Contract for ratification. A motion was duly made and seconded and the contract was ratified by the Board.

Ms. Heinze presented an update on the Crossing's Recreation Center and a bid for Caley's Cleaning. A motion was duly made and seconded and the bid was approved by the Board. The Board engaged in a general discussion regarding the opening hours of 5:00 a.m. to 11:00 p.m. and the staffed hours. Ms. Heinze presented the operations and maintenance payments. Following discussion, upon motion duly made and seconded, the board accepted the payments.

Ms. Heinze presented an update on the Crossings Park and Dog Park. A bid was presented to the Board for pet waste cleanup with Poop 911. Following discussion a motion was duly made and seconded and the bid was approved by the Board.

Ms. Heinze presented an update on Landscaping. A bid was presented to the Board for tree pruning and to ratify the

installation of flowers for Keesen.

A change order was presented for Thoutt Bros Concrete Alley Maintenance for concrete repair up to \$4,000.00. Following discussion a motion was duly made and seconded and the change order was approved by the Board.

Ms. Heinze presented an update on District operations and management. The Board engaged in a general discussion regarding the District operating and maintaining certain fencing. The Board was presented with a general update on the logo usage on letters and the District insurance. There is a pending \$5,000 deductible change. There was no change in the District billing or the transfer of funds to Districts Colotrust. The Board discussed the fee schedule and modified schedule. Following discussion a motion was duly made and seconded and the modified schedule was approved by the Board.

Ms. Heinze presented an update on homeowner correspondence. The Board engaged in a general discussion regarding a painting extension. Following Discussion, upon motion duly made and seconded, the Board approved the painting extension.

Consider Approval of Resolution Adopting Amended and Restated Policies and Procedures Governing the Recreation Amenities

The Board was presented with the Resolution Adopting the Amended and Restated Policies and Procedures Governing Recreation Amenities. Following discussion, upon motion duly made and seconded, the Board adopted the resolution as amended.

Construction Matters

Approval and Ratification of Outstanding Construction Matters of The following contract change orders were approved/ratified by a motion duly made and seconded.

1. CO1 BrightView Landscape Development (\$19,332.69)
2. CO2 BrightView Landscape Development (\$0.00)
3. CO2 BrightView Landscape Development (\$44,227.24)
4. CO3 BrightView Landscape Development (\$15,911.80)
5. CO4 BrightView Landscape Development (\$61,974.00)
6. CO5 BrightView Landscape Development (\$1,398.00)
7. CO6 BrightView Landscape Development (-\$5,124.00)
8. CO7 BrightView Landscape Development (\$4,197.71)
9. CO2 Martin Marietta Materials (\$20,177.15)
10. CO3 Martin Marietta Materials (-\$61,586.45)
11. CO2 Thoutt Bros. Concrete Contractors, Inc. (\$36,259.82)

The following vendor agreements were approved/ratified subject to final review by a motion duly made and seconded.

1. J3 Engineering – Construction Design Services
2. LPDM – Landscape Design Services
3. LT Environmental – Inspection Services

The following task orders were approved/ratified by a motion duly made and seconded.

1. TO 4 – IDEA – ON-Call District Oversight (\$50,000)

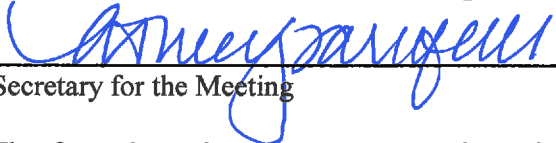
Update on Improvement A general update was provided to the Board
Certifications and Acceptance

Other Business

Adjourn

There being no further business to come before the Board and upon motion duly made, seconded, and unanimously carried, the meeting was adjourned.

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


Secretary for the Meeting

The foregoing minutes were approved on the 12th day of June, 2017