

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF BRIGHTON CROSSING METROPOLITAN DISTRICT NO. 4

HELD
June 11, 2018

The Regular Meeting of the Board of Directors of Brighton Crossing Metropolitan District No. 4 was held at the Anythink Brighton Library, 327 E. Bridge Street, Brighton, Colorado at 6:30 p.m. on Monday, June 11, 2018. Notice of the Combined Meeting was duly posted.

ATTENDANCE

Directors in Attendance:

Marc Savela, President
Ashley Tarufelli, Secretary/Treasurer
Jeffrey Schum, Assistant Secretary
John Strider, Assistant Secretary
Chris Petro, Assistant Secretary

Also in Attendance:

Barrett Marrocco, P.E. and Greg Tiller; Independent District Engineering Services, L.L.C.
Bryan Reid; Brookfield Residential
Tom Flock, Chelsey Green (via teleconference), and Shannon McEvoy; Pinnacle Consulting Group, Inc.
Diane Wheeler; Simmons & Wheeler, P.C.
Amy Ostendorf and Robert Wells; Denver Metropolitan YMCA
Casey Lekahal; White Bear Ankele Tanaka & Waldron, P.C.

CALL TO ORDER

The Regular Meeting of the Board of Directors of Brighton Crossing Metropolitan District No. 4 was called to order at 6:32 p.m. by Chairman Savela, noting that a quorum was present. Each of the Directors confirmed their qualifications to serve on the Board. Chairman Savela also confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS OF INTEREST DISCLOSURE

Mr. Lekahal noted that notices of potential conflicts of interest for all Board Members were filed with the Colorado Secretary of State's Office, disclosing that potential conflicts of interest may exist, as certain Board Members are employees of Brookfield Residential, which is associated with the primary developer of land within the District. Mr. Lekahal advised the Board that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking official action at a meeting. The Board reviewed the agenda for the meeting, following which each Board Member present confirmed the contents of the written disclosures previously made stating the fact and summary nature of any matters as required

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under Colorado law to permit official action to be taken at the meeting. Additionally, the Board determined that the participation of the Directors present was necessary to obtain a quorum or otherwise enable the Board to act.

ADMINISTRATIVE
MATTERS

Appointment of Officers: The Board considered the appointment of Officers. Upon a motion duly made by Director Savela, seconded by Director Schum and, upon unanimous vote, it was

RESOLVED to reelect the slate of Officers as follows:

Marc Savela, President
Ashley Taruffelli, Secretary/Treasurer
Jeffrey Schum, Assistant Secretary
John Strider, Assistant Secretary
Chris Petro, Assistant Secretary

PUBLIC
COMMENT

No public comments were offered.

AGENDA

The Board considered the agenda as amended to change item IV. C., to read: Ratify Second Amended and Restated Resolution of the Board of Directors of Brighton Crossing District No. 4 Concerning Authorization for Approval of Contract and Payments of Claims. The Board also added item V. E., Ratification of Agreement with Keesen Landscape for Summer Flower Maintenance NTE \$38,440.00.

Upon a motion duly made by Director Petro, seconded by Director Strider, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as amended.

CONSENT
AGENDA

The Board Reviewed the following items on the consent agenda:

- A. Approval of March 12, 2018 regular meeting minutes; ratify actions taken at the March 12, 2018 regular meeting.
- B. Ratification and approval of payables.

Following discussion and review of the consent agenda items, upon a motion duly made by Director Petro, seconded by Director Taruffelli and, upon unanimous vote, it was

RESOLVED to approve the items on the consent agenda, including the March 12, 2018 minutes, as presented.

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FINANCIAL MATTERS

Review of Financial Reports: Ms. Wheeler reported to the Board concerning the District's financial matters. Following discussion, and upon a motion duly made by Director Savela, seconded by Director Petro and, upon unanimous vote it was

RESOLVED to accept the financial report as presented.

The Board gave direction to Ms. Wheeler to send financials quarterly to the Board in a draft format as well as to update the signature cards for the new Directors.

Approval of 2017 Audit: Ms. Wheeler presented the 2017 Audit to the Board for approval. Following review and discussion and upon a motion duly made by Director Petro, seconded by Director Taruffelli and, upon unanimous vote it was

RESOLVED to approve the 2017 Audit subject to final review by legal counsel and Director Taruffelli.

LEGAL MATTERS

Rules and Regulations: The Board reviewed the Rules and Regulations for Brighton Crossing Metropolitan District No. 4. Upon motion duly made by Director Petro, seconded by Director Taruffelli and, upon unanimous vote it was

RESOLVED to adopt the Rules and Regulations for Brighton Crossing Metropolitan District No 4.

Resolution Establishing Landscaping Committee: The Board reviewed the Resolution Establishing a Landscaping Committee. Upon a motion duly made by Director Petro, seconded by Director Taruffelli and, upon unanimous vote it was

RESOLVED to approve the Resolution establishing a Landscaping Committee.

Resolution Establishing Finance Committee: The Board reviewed the Resolution Establishing a Finance Committee. Upon a motion duly made by Director Petro, seconded by Director Taruffelli and, upon unanimous vote it was

RESOLVED to approve the Resolution establishing a Finance Committee.

First Amended and Restated Resolution Establishing Social Committee: The Board reviewed the First Amended and Restated Resolution Establishing a Social Committee. Upon a motion duly made by Director Petro, seconded by Director Taruffelli and, upon unanimous vote it was

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RESOLVED to approve the First Amended and Restated Resolution establishing a Social Committee and appointed Denise Irwin, David Dibbern, Marla Green, and Patricia Fiorelli to the committee.

Second Amended and Restated Resolution of the Board of Directors of Brighton Crossing District No. 4 Concerning Authorization for Approval of Contract and payments of Claims: The Board reviewed the Second Amended and Restated Resolution of the Board of Directors of Brighton Crossing District No. 4 Concerning Authorization for Approval of Contract and payments of Claims. Upon a motion duly made by Director Petro, seconded by Director Tarufelli and, upon unanimous vote it was

RESOLVED to ratify the Second Amended and Restated Resolution of the Board of Directors of Brighton Crossing District No. 4 Concerning Authorization for Approval of Contract and payments of Claims.

Seepage Easement Agreement: The Board reviewed the Seepage Easement Agreement between the District and The Farmers Reservoir and Irrigation Company. Upon a motion duly made by Director Petro, seconded by Director Tarufelli and, upon unanimous vote it was

RESOLVED to approve the Seepage Easement Agreement between the District and The Farmers Reservoir and Irrigation Company.

Ditch Easement Agreement: The Board reviewed the Ditch Easement Agreement between the District and The Farmers Reservoir and Irrigation Company. Upon a motion duly made by Director Petro, seconded by Director Tarufelli and, upon unanimous vote it was

RESOLVED to approve the Ditch Easement Agreement between the District and The Farmers Reservoir and Irrigation Company.

Ditch Easement and Maintenance Agreement: The Board reviewed the Ditch Easement and Maintenance Agreement between the City of Brighton, The Farmers Reservoir and Irrigation Company, and the District. Upon a motion duly made by Director Petro, seconded by Director Tarufelli and, upon unanimous vote it was

RESOLVED to approve the Ditch Easement and Maintenance Agreement between the City of Brighton, The Farmers Reservoir and Irrigation Company, and the District.

Quitclaim Deed from Brookfield Residential: The Board reviewed the Quitclaim Deed from Brookfield Residential to Brighton Crossing Metropolitan District No. 4 of tract in Brighton Crossing Filing No. 2, 5th and 6th Amendments. Upon a motion

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duly made by Director Petro, seconded by Director Strider and, upon unanimous vote it was

RESOLVED to approve the Quitclaim Deed from Brookfield Residential to Brighton Crossing Metropolitan District No. 4 of tract in Brighton Crossing Filing No. 2, 5th and 6th Amendments.

Quitclaim Deed to Brookfield Residential: The Board reviewed the Quitclaim Deed to Brookfield Residential from Brighton Crossing Metropolitan District No. 4 of lots in Brighton Crossing Filing No. 2, 5th and 6th Amendments. Upon a motion duly made by Director Petro, seconded by Director Strider and, upon unanimous vote it was

RESOLVED to approve the Quitclaim Deed to Brookfield Residential from Brighton Crossing Metropolitan District No. 4 of lots in Brighton Crossing Filing No. 2, 5th and 6th Amendments.

MANAGEMENT
AND
OPERATIONAL
MATTERS

Manager's Report: Mr. Flock presented the Management Report, relaying to the board the metrics of number of closings processing, registered residents, and design review applications processed year to date. Mr. Flock also gave an update on the operations and maintenance and answered questions.

Landscape Review Fee: The Board considered the imposition of Design Review Fee. Following discussion and upon a motion duly made by Director Savela, seconded by Director Petro and, upon unanimous vote it was

RESOLVED to approve a Design Review Fee of \$85 for new landscape installation beginning on September 1, 2018.

Keesen Landscape Agreement for Summer Flower Maintenance: Mr. Flock brought to the Board for ratification an Agreement with Keesen Landscape for summer flower maintenance. Following discussion and upon a motion duly made by Director Savela, seconded by Director Petro, and upon vote, unanimously carried, it was

RESOLVED to ratify the Agreement for Summer Flower Maintenance with Keesen Landscape in an amount of \$38,440.00.

CONSTRUCTION
MATTERS

Project Status Report: Mr. Marrocco reviewed the Board Meeting Project Status Report dated June 11, 2018 with the Board and answered questions.

Approval of Change Orders and Work Orders: Mr. Marrocco reviewed with the Board recommended Change Orders and Work Orders for consideration listed in the

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Project Status Report. Upon motion duly made by Director Petro, seconded by Director Strider and, upon unanimous vote it was

RESOLVED to approve the change orders and work orders as presented.

OTHER
MATTERS

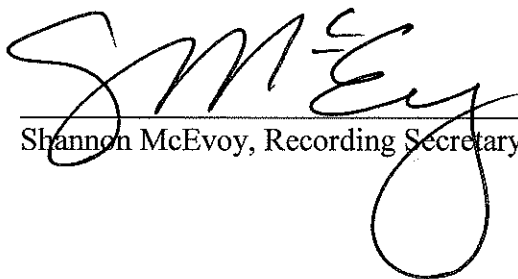
Directors' Comments: There were no items brought before the Board for consideration.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Petro, seconded by Director Reid, and upon unanimous vote, the meeting was adjourned at 7:38 p.m.

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

Respectfully submitted,



Shannon McEvoy, Recording Secretary for the Meeting