

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF BRIGHTON CROSSING METROPOLITAN DISTRICT NOS. 5-8 HELD September 10, 2019

The Combined Special Meeting of the Board of Directors of Brighton Crossing Metropolitan District No. 5, Brighton Crossing Metropolitan District No. 6, Brighton Crossing Metropolitan District No. 7, and Brighton Crossing Metropolitan District No. 8 (collectively, "Districts") was held at the Venture Center, 5225 Longs Peak, Brighton, Colorado at 4:30 p.m. on Tuesday, September 10, 2019. Notice of the Combined Meeting was duly posted.

### ATTENDANCE

#### Directors in Attendance:

Shannon Robbins, President  
Christopher Petro, Assistant Secretary  
Neil Simpson, Assistant Secretary

#### Directors not in Attendance:

Ashley Taruffelli, Secretary/Treasurer – excused absence

#### Also, in Attendance:

Chelsey Green, Molly Janzen, Crystal Clemens, Carol VanBeber; Pinnacle Consulting Group, Inc.  
Blair Dickhoner, Esq; White Bear Ankele Tanaka & Waldron, P.C.

### CALL TO ORDER

The Combined Special Meeting of the Boards was called to order at 4:32 p.m. by Ms. Green, noting that a quorum was present for each of the Boards. Each of the Directors confirmed their qualifications to serve on the Boards. Ms. Green also confirmed that prior to the meeting each of the Directors had been notified of the meeting.

### COMBINED MEETINGS

The Boards determined to hold joint meetings of the Districts and to prepare joint minutes of actions taken by the Districts at such meetings. Unless otherwise noted herein, all official actions reflected in these minutes shall be deemed to be actions of all of the Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

### CONFLICTS OF INTEREST DISCLOSURE

Mr. Dickhoner 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

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within the District. Mr. Dickhoner advised the Boards that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking official action at a meeting. The Boards 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 under Colorado law to permit official action to be taken at the meeting. Additionally, the Boards determined that the participation of the Directors present was necessary to obtain a quorum or otherwise enable the Boards to act.

### AGENDA

The Board considered the amended agenda to include the resignation of Bryan Reid. Following review, upon a motion duly made by Director Simpson, seconded by Director Petro, and upon vote, unanimously carried, it was

**RESOLVED** to approve the agenda as amended.

### BOARD RESIGNATION

The board accepted the resignation of Bryan Reid.

### PUBLIC COMMENT

There were no members of the public present.

### APPROVAL OF MINUTES

The Board reviewed the minutes of the June 11, 2019 special meeting and considered approval of the minutes. Following review, upon motion duly made by Director Robbins, seconded by Director Petro and, upon vote, unanimously carried, it was

**RESOLVED** to approve the minutes of the June 11, 2019 special meeting, as presented.

### CAPITAL INFRASTRUCTURE MATTERS

District Capital Infrastructure Report. Ms. Green presented the District Capital Infrastructure Report to the Board.

District Engineers Report. Ms. Green presented the District Engineers Report to the Board.

### FINANCIAL MATTERS

Ratification of payment of claims for period ended September 1, 2019: Ms. Janzen reviewed with the Boards the payables listing dated June 2, 2019 through September 1, 2019 totaling \$57,185.50. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Petro, and upon vote, unanimously carried, it was

**RESOLVED** to ratify the payments made as presented.

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Financial Report: Ms. Janzen reviewed with the Boards the unaudited financial statements for the period ended June 30, 2019. Following review, upon motion duly made by Director Simpson, seconded by Director Petro, and upon vote, unanimously carried, it was

**RESOLVED** to approve the unaudited financial statements for the period ended June 30, 2019, as presented.

Discuss 2020 Budget Work Session Scheduled for October 23, 2019. Ms. Green informed the Boards that the 2020 draft budget will be delivered to the Boards on October 15, 2019. The October 23, 2019 budget work session will allow the Boards the opportunity to review and revise the budget prior to final adoption in December.

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BOND MATTERS Discuss Status of Bond Issuance and Service Plan Amendment. Mr. Dickhoner provided the Boards with an update on the status of the Service Plan Amendment.

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LEGAL MATTERS Consider and Approval of Resolution Establishing Guidelines for Processing and Collection of Delinquent Fees and Charges (District No. 7): Mr. Dickhoner presented for consideration the Resolution Establishing Guidelines for Processing and Collection of Delinquent Fees and Charges (District No. 7). Following review and discussion, upon motion duly made by Director Petro, seconded by Director Simpson, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Resolution Establishing Guidelines for Processing and Collection of Delinquent Fees and Charges (District No. 7) subject to Pinnacle's review and approval.

Consider Adoption of Resolution Regarding Electronic Posting of Meeting Notices: Mr. Dickhoner presented for consideration the Adoption of Resolution Regarding Electronic Posting of Meeting Notices. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Petro, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Resolution Regarding Electronic Posting of Meeting Notices, as presented.

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OTHER MATTERS There were no other matters presented to the Boards.

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### ADJOURNMENT

There being no further business to come before the Boards, upon motion duly made by Director Robbins, seconded by Director Simpson, and upon unanimous vote, the meeting was adjourned at 4:54 p.m.

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

Respectfully submitted,

  
Crystal Clemens, Recording Secretary for the Meeting