

RECORD OF PROCEEDINGS

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

HELD
June 14, 2021

The Special Meeting of the Board of Directors of Brighton Crossing Metropolitan District No. 4 was held via teleconference at 5:30 p.m. on Monday, June 14, 2021. Notice of the meeting was duly posted.

ATTENDANCE

Directors in Attendance:

John Strider, President
Dewayne Davis, Treasurer
David Dibbern, Assistant Secretary
Jacob Shepard, Assistant Secretary

Directors Absent Were:

Jeffrey Schum, Secretary

Also in Attendance:

Chelsey Green, Jesse Mestrovic, Andrew Kunkel and Molly Janzen;
Pinnacle Consulting Group, Inc. (PCGI)
Eve Velasco; White Bear Ankele Tanaka & Waldron, P.C.

CALL TO ORDER

The Special Meeting of the Board of Directors of Brighton Crossing Metropolitan District No. 4 was called to order at 5:35 p.m. by Director Strider, noting that a quorum was present. Each of the Directors confirmed their qualifications to serve on the Board. Director Strider confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS OF INTEREST DISCLOSURE

Ms. Velasco 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 and inquired into whether Board Members had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. The Board reviewed the agenda for the meeting, following which no additional disclosures were noted. The Board determined that the participation of the Directors present was necessary to obtain a quorum or otherwise enable the Board to act.

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AGENDA

The Board considered the agenda as presented. Following review, upon a motion duly made by Director Davis, seconded by Director Shepard and, upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as presented.

APPROVAL OF MINUTES

The minutes of the Special Board Meeting held on March 9, 2021 were presented. Following review, upon a motion duly made by Director Shepard, seconded by Director Davis and, upon vote, unanimously carried, it was

RESOLVED to approve the minutes of the Special Board Meeting held on March 9, 2021, as presented.

ELECTION OF OFFICERS

It was the consensus of the Board to table this item.

PUBLIC COMMENT

There were no comments made by members of the public.

DIRECTOR COMMENTS

Director Shepard expressed concerns about the pool capacity at busy times and requested that PCGI coordinate with the YMCA to find better solutions.

FINANCIAL MATTERS

Finance Manager's Report: Ms. Janzen presented the Finance Manager's Report to the Boards and answered questions.

2020 Audit Extension: Ms. Janzen requested approval to file for an extension of time to file the 2020 Audit and answered questions. Following review and discussion, upon motion duly made by Director Davis, seconded by Director Shepard and, upon vote, unanimously carried, it was

RESOLVED to approve filing for an extension of time to file the 2020 Audit.

Ratification of Payment of Claims: Ms. Janzen reviewed with the Board the payment of claims for the period February 1, 2021 through June 4, 2021, in the amount of \$32,654.11. Following review and discussion, upon motion duly made by Director Strider, seconded by Director Shepard and, upon vote, unanimously carried, it was

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RESOLVED to ratify the payment of claims for period February 1, 2021 through June 4, 2021, in the amount of \$32,654.11, as presented.

Financial Statements: Ms. Janzen reviewed with the Board the Unaudited Financial Statements for the period ending, March 31, 2021. Ms. Janzen noted that Board direction was needed regarding the Capital Fund and the developer advances held therein. Following discussion, the Board directed the Accountant to retain \$10,000 within the Capital Fund and repay the remainder. Following review and discussion, upon motion duly made by Director Strider, seconded by Director Shepard and, upon vote, unanimously carried, it was

RESOLVED to approve the Unaudited Financial Statements for the period ending March 31, 2021, as presented.

Approval of Capital Expenditure: Ms. Green presented a proposal to the Board to expend funds from the Capital Fund to complete surveys needed for additional Mailbox Access Easements for mailbox kiosks located on private property, in the amount of \$8,000. Following discussion, upon motion duly made and seconded and, upon vote, unanimously carried, it was

RESOLVED to approve the expenditure for the surveys from the Capital Fund.

MANAGEMENT
AND
OPERATIONAL
MATTERS

Manager's Report: Ms. Green reviewed with the Board the written manager's report and answered questions.

Discussion regarding Meeting Platform: Ms. Green discussed with the Board the various meeting platforms available to the Board. Director Shepard requested that PCGI prepare a cost analysis regarding in-person, virtual, and hybrid meetings. PCGI will present this cost analysis at the regular September Board meeting. The Board determined to continue with virtual meetings in the interim.

LEGAL ITEMS

Amended and Restated Annual Administrative Matters Resolution: Ms. Velasco reviewed with the Board the Amended and Restated Annual Administrative Matters Resolutions revising the regular meeting dates. Following review and discussion, upon motion duly made by Director Shepard, seconded by Director Dibbern and, upon vote, unanimously carried, it was

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RESOLVED to approve the Amended and Restated Annual Administrative Matters Resolution revising the regular meeting dates, as presented.

OTHER MATTERS

There were no other matters to come before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Strider, seconded by Director Shepard, and upon unanimous vote, the meeting was adjourned at 6:28 p.m.

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

Respectfully submitted,



Erin West, Recording Secretary for the Meeting