

## RECORD OF PROCEEDINGS

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

HELD  
December 5, 2022

The Regular Meeting of the Board of Directors of Brighton Crossing Metropolitan District No. 4 was held via teleconference at 5:30 p.m. on Monday, December 5, 2022. Notice of the meeting was duly posted.

ATTENDANCE

Directors in Attendance:

John Strider, President  
Jeffrey Schum, Secretary  
Brittany Watkins, Treasurer  
Jessica Zeleniak, Secretary

Directors Absent, but Excused:

David Dibbern, Assistant Secretary

Also in Attendance:

Kenny Parrish, Jason Woolard, Jordan Wood, Amanda Castle, Tracie Kaminski, and Peggy Dowswell; Pinnacle Consulting Group, Inc. (PCGI)  
Eve Velasco; White Bear Ankele Tanaka & Waldron, P.C.  
Lyndsey Paavilainen; Brookfield Residential.  
Eric Emeterio, Kyle Tiffie, Jordan Honea, and Barb Baca; Members of the Public.

CALL TO ORDER

The Regular Meeting of the Board of Directors of Brighton Crossing Metropolitan District No. 4 was called to order at 5:30 p.m. by Ms. Velasco, noting that a quorum was present. Each of the Directors confirmed their qualifications to serve on the Board. Ms. Velasco 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. Ms. Velasco reported that disclosures for those Board Members who provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest, if any, were filed with the Colorado Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Velasco

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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 reviewed and considered the agenda as presented. Following review and discussion, it was discovered a conversation was necessary including making board packets public and requested to add that item under Management Matters. Upon a motion duly made by Director Strider, seconded by Director Schum and, upon vote, unanimously carried, it was

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

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PUBLIC COMMENT

Mr. Tiffie expressed concern about properties on Crestone Peak near the mailboxes using different stone for landscaping He requested Pinnacle look into the design plans in place for that area.

Ms. Baca inquired about snow removal in her area and wanted to know with the fee increase if her residential area qualified for snow removal services. Ms. Baca's comment was held until the Operations Board Meeting and discussed further.

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DIRECTOR  
COMMENTS

Director Zeleniak proposed that the Board direct the District Manager to post board meeting packets on the website ahead of the meetings to ensure members of the public had access and could review prior to board meetings. The Board determined to add this to the Agenda.

Director Strider responded to Mr. Tiffie's comment and requested Pinnacle to look into covenant enforcement needs in the relevant area.

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FINANCIAL ITEMS

Ratification of Payment Claims: Ms. Kaminski reviewed with the Board the payment of claims for the period through November 22, 2022, in the amount of \$15,824.28. Following review and discussion, upon motion duly made by Director Zeleniak, seconded by Director Shum, and, upon vote, unanimously carried, it was

**RESOLVED** to ratify the payment of claims for through November 22,2022, in the amount of \$15,824.28, as presented.

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2022     AMENDED  
BUDGET HEARING

Director Strider opened the public hearing on the 2022 Amended Budget. It was reported that notice of the budget hearings had been published in accordance with state budget law on November 17, 2022. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed. The Board reviewed the amended 2022 Budget, which detailed estimated revenues and expenditures. Following review and discussion, upon motion duly made by Director Strider, seconded by Director Schum and, upon vote unanimously carried it was

**RESOLVED** to adopt the Resolution to amend the 2022 Budget, amending the general fund to \$878,997.

2023  
BUDGET HEARING

Director Strider opened the public hearing on the proposed 2023 Budget. It was reported that notice of the budget hearings had been published in accordance with state budget law on November 17, 2022. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

After further review and discussion, upon motion duly made by Director Schum, seconded by Director Zeleniak and, upon vote, unanimously carried, it was

**RESOLVED** to adopt the Resolutions adopting the 2023 Budget, appropriating funds therefor, and certifying mills for the general fund and mills for the debt service fund, as shown in the 2023 Budget, subject to receipt of final assessed valuation., and approved all other documents related to the 2023 budget. The District Manager is authorized to make minor modifications that may be necessary following receipt of final assessed values. \_\_\_\_\_

MANAGEMENT  
AND  
OPERATIONAL  
MATTERS

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

Board Packets: Director Zeleniak requested board packets be posted on the website prior to board meetings . Mr. Woolard explained Pinnacle could fulfill the request, however, stated he was unsure if the bandwidth of the website could support the file size of the packets. He also stated there are documents in the packets that may spark questions of the public that have not been presented to the Board yet and could cause concern. Director Strider requested to make notes on items with asterisks indicating it has not been brought before the Board. Following discussion, the Board directed Pinnacle to make the meeting packet available on the website ahead of the next regular meeting and to report back to the Board with any challenges encountered.

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LEGAL ITEMS

2023 Annual Administrative Matters Resolution: Ms. Velasco reviewed with the Board the 2023 Annual Administrative Matters Resolution. Mr. Schum requested a meeting be in person and explained the Board should show their faces more. It was discussed the Board conduct a possible Meet and Greet and requested this item be added to the March 14, 2023 agenda. Following review and discussion, upon motion duly made by Director Schum, seconded by Director Zeleniak and, upon vote, unanimously carried, it was

**RESOLVED** to approve the 2023 Annual Administrative Matters Resolution, as presented.

Resolution Calling May 2023 Election: Ms. Velasco reviewed with the Board the Resolution Calling May 2023 Election. The Board confirmed the two methods of providing calls for nomination as publication and posting on the website. The Board also directed the District Manager to distribute the call for nominations via an email blast to the community. Following review and discussion, upon motion duly made by Director Strider, seconded by Director Schum and, upon vote, unanimously carried, it was

**RESOLVED** to approve the Resolution Calling May 2023 Election.

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 Schum, and upon unanimous vote, the meeting was adjourned at 6:29 p.m.

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

Respectfully submitted,  
*Jordan Wood*

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Jordan Wood, Recording Secretary for the Meeting