

RECORD OF PROCEEDINGS

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

HELD
November 30, 2023

The Special Meeting of Brighton Crossing Metropolitan District No. 4 was held via Zoom and Teleconference on Thursday, November 30, 2023, at 5:00 p.m.

ATTENDANCE

Directors in Attendance:

John Strider
Christa Stonehocker
Dewayne Davis
Jeffrey Schum
Brittany Watkins

Also in Attendance:

Eve Velasco and Matt Gray; White Bear Ankele Tanaka & Waldron, P.C.
Kenny Parrish, Andrew Kunkel, Amanda Castle, and Tracie Kaminski;
Pinnacle Consulting Group, Inc.
Lyndsey Paavilainen; Brookfield Residential

ADMINISTRATIVE ITEMS

Call to Order: The Special Meeting of the Board of Directors of the Brighton Crossing Metropolitan District No. 4 was called to order by Director Strider at 5:00 p.m.

Declaration of Quorum/Director Qualifications/Disclosure of Potential Conflicts of Interest: Ms. Velasco noted that a quorum was present, with five out of five Directors in attendance. All Board Members confirmed their qualifications to serve on the Board. Ms. Velasco advised the Board that pursuant to Colorado law, certain disclosures by 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 inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

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Approval of Agenda: The Board considered the approval of the agenda. Following review and discussion, 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 presented.

Public Comment: There were no Public Comments received.

Director Comment:

Director Strider addressed comments received by District Management staff from certain residents and recommended that staff disengage if comments received are profane or hostile in the future.

CONSENT AGENDA

Ms. Velasco reviewed the items on the consent agenda with the Board. Ms. Velasco advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any Director. No items were requested to be removed from the consent agenda. Upon a motion duly made by Director Strider, Seconded by Director Stonehocker, the following items on the consent agenda were unanimously approved, ratified and adopted:

- A. Minutes – October 24, 2023, Regular Meeting.
- B. Payment of Claims.

DISTRICT MANAGER ITEMS

District Manager's Report: Ms. Parrish noted that the District Manager's Report was included as an informational enclosure in the Meeting Packet and provided an opportunity for Directors to ask questions.

Operations and Maintenance Report: Ms. Parrish noted that the Operations and Maintenance Report was included as an information enclosure in the Meeting Packet and provided an opportunity for Directors to ask questions.

FINANCIAL ITEMS

Financial Statements: Ms. Kaminski reviewed the unaudited Financial Statements for the period ending September 30, 2023, with the Board and answered questions. Following review and discussion, upon a motion duly made by Director Stonehocker, seconded by Director Strider, and upon vote, unanimously carried, it was

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RESOLVED to accept the unaudited Financial Statements for the period ending September 30, 2023, as presented.

2023
AMENDED
BUDGET HEARING

Ms. Velasco opened the public hearing on the 2023 Budget Amendment. Mr. Parrish reported that notice of the budget hearing was published on November 16, 2023, in the Brighton Standard Blade, in accordance with state budget law. Ms. Kaminski reviewed the amended budgets in detail and answered questions. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

Ms. Velasco reviewed the Resolution Amending the 2023 Budget with the Board. Following discussion, upon a motion duly made by Director Schum, seconded by Director Stonehocker, and upon vote, unanimously carried, it was

RESOLVED to adopt the Resolutions to amend the General Fund to \$509,968.00 and the Capital Projects Fund to \$263,334.00, and authorize such further actions of the officers and consultants necessary to sign related documents and submit and file such documents required to finalize the amended budgets.

2024
BUDGET HEARING

Ms. Velasco opened the public hearing on the proposed 2024 Budget. Mr. Parrish reported that notice of the budget hearing was published on November 16, 2023, in the Brighton Standard Blade, in accordance with state budget law. Ms. Kaminski reviewed the mill levy, estimated revenues, and expenditures in detail and answered questions.

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

RESOLVED to adopt the Resolution to Adopt the 2024 Budget appropriate funds therefor, and certifying mill levies, subject to receipt of final assessed valuation. The Board authorized the District Accountant to make minor modifications that may be necessary following receipt of final assessed values.

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FINANCIAL
ITEMS CONTINUED

Authorized Signers on Bill.com: Ms. Kaminski requested direction from the Board regarding additional Authorized Signers on Bill.com. Following review and discussion, upon a motion duly made by Director Watkins, seconded by Director Strider, and upon vote, unanimously carried, it was

RESOLVED to Authorize Director Watkins as an additional Signer on Bill.com

LEGAL ITEMS

2024 Annual Administrative Matters Resolution: Ms. Velasco presented the 2024 Annual Administrative Matters Resolution to the Board. Following review and discussion, upon a motion duly made by Director Stonehocker, seconded by Director Strider, and upon vote, unanimously carried, it was

RESOLVED to approve the 2024 Annual Administrative Matters Resolution, as presented.

DIRECTOR
MATTERS

There were no Director Matters to come before the Board.

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 5:20 p.m.

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

Respectfully submitted,



Andrew Kunkel, Recording Secretary for the Meeting