

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF BRIGHTON CROSSINGS OPERATIONS BOARD

HELD
September 10, 2019

The Special Meeting of the Board of Directors of Brighton Crossings Operations Board was held at the Venture Center, 5225 Longs Peak, Brighton, Colorado at 5:30 p.m. on Tuesday, September 10, 2019. Notice of the meeting was duly posted.

ATTENDANCE

Directors in Attendance:

Shannon Robbins, Treasurer
John Strider, Secretary
Jeffrey Schum, Assistant Secretary

Directors not in Attendance:

Ashley Taruffelli, President – 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.

Greg Spencer, Ruttina Olson, Alison Christensen, Suzanne Sandoval and Ken Guidry, Joan Funckes, Tom Morrison, residents at Brighton Crossings.

CALL TO ORDER

The Special Meeting of the Board of Directors of Brighton Crossings Operations Board was called to order at 5:30 p.m. by Ms. Green, noting that a quorum was present. Each of the Directors confirmed their qualifications to serve on the Board. Ms. Green also confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS OF INTEREST DISCLOSURE

Attorney 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 within the District. Attorney Dickhoner 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 under Colorado law to permit official action to be taken at the meeting.

RECORD OF PROCEEDINGS

Additionally, the Board determined that the participation of the Directors present was necessary to obtain a quorum or otherwise enable the Board 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 Robbins, seconded by Director Schum, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda as amended.

BOARD RESIGNATION

The board accepted the resignation of Bryan Reid.

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 Strider, seconded by Director Schum and, upon vote, unanimously carried, it was

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

PUBLIC COMMENT

Ruttina Olson of 5143 Delphinium Circle, asked for clarification of the new requirements for backyard landscaping. Ms. Green explained the requirements for potential future buyers, as opposed to current residents with approved landscape applications on file, who are grandfathered in prior to the date the requirements were enforceable.

Alison Christensen of 5141 Delphinium Circle stated she called Pinnacle Consulting Group and she was told she was not grandfathered in. Ms. Green indicated the community management team would follow up on her specific lot.

Greg Spencer of 5516 Sageleaf, asked for clarification regarding builders who installed rear yard landscaping, and whether rear yards installed by the builder DR Horton are the responsibility of the builder or current owner for compliance with the landscaping requirements. Ms. Green stated that the current lot owner is responsible for all covenants on the lot, including rear yard landscaping. Ms. Green encourage residents to coordinate directly with their builder to ensure a design review request form is received and approved by the Design Review Committee, if a letter has been received from the District indicating a landscaping design review form is not on file and landscaping has been installed by the original homebuilder.

RECORD OF PROCEEDINGS

CONSENT AGENDA

The Boards considered the following items on the consent agenda:

- A. Consider Ratification of Resolution Concerning the Imposition of Authority Fees.
- B. Consider Ratification of Independent Contractor Agreements and Contract Modifications Report June 11, 2019 through September 5, 2019.

Following discussion and upon motion duly made by Director Strider, seconded by Director Schum, and upon unanimous vote, it was

RESOLVED to approve and ratify the consent agenda items as presented.

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 \$309,825.22. Following review and discussion, upon motion duly made by Director Schum, seconded by Director Robbins, and upon vote, unanimously carried, it was

RESOLVED to ratify the payments made as presented.

Financial Report: Ms. Janzen did not present financial statements and explained that since financial activity began July 1, 2019 for the Operations Board there are no financial statements through June 30, 2019. Financial statements will be presented at the December meeting for the period July 2019 through September 2019.

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

MANAGEMENT AND OPERATIONAL MATTERS

District Manager's Report: Ms. Green reviewed the written Manager's Report and answered questions.

Discussion regarding the Venture Center Pool & Waterpark memorial dedication: The Board discussed The Venture Center Pool & Waterpark memorial dedication to Robert Morgan, the partner for Aquatic Chemical Solutions. It was the Boards consensus that Venture Center Pool be dedicated to Mr. Robert Morgan, and directed Pinnacle Consulting Group and Director Strider to coordinate with the Social Committee, YMCA of Denver, and Mr. Morgan's family regarding a pool season opening memorial dedication ceremony.

RECORD OF PROCEEDINGS

Social Committee Report: Ms. Green reviewed the written YMCA Social Committee Report with the Board and answered questions. Ms. Green reported the event and programming survey facilitated by the YMCA will be distributed prior to the December 4th special meeting and will be used to assist the Social Committee in determining the 2020 Social Committee calendar.

5341 Royal Pine Street Public Hearing regarding Merit of Violation on Tree Lawn: Ms. Green distributed and reviewed the request from Mr. and Ms. Szuch of 5341 Royal Pine Street to consider the merits of the tree lawn violation assessed on 5341 Royal Pine Street Board. The consensus of the Board was that the violation is merited and that the stump with the growing sapling should be removed from the tree lawn, and a tree with a 2" caliper trunk be installed as called for in the Residential Improvement and Landscape Guidelines.

Tree Replacement and Removal: Ms. Green distributed and reviewed the Brighton Crossings Tree Summary dated September, 219 with the Board. It was the Boards consensus to move forward with removal and replacement of trees located in public tracts along Royal Pine Park, Fountain Park, Crossings Park, and Filing No. 3 Block 1 courtyard area.

LEGAL MATTERS

Consider Approval of Access and Maintenance Easement Agreement for Brighton Crossing Filing No. 2, 5th Amendment: Mr. Dickhoner presented the Access and Maintenance Easement Agreement for Brighton Crossing Filing No. 2, 5th Amendment for approval. 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 Access and Maintenance Easement Agreement for Brighton Crossing Filing No. 2, 5th Amendment, as presented.

Consider Approval of Resolution Regarding the Imposition of Maintenance Fees: Mr. Dickhoner presented the Resolution Regarding the Imposition of Maintenance Fees for approval. 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 Regarding the Imposition of Maintenance Fees, as presented.

Consider Approval of Management Agreement with Brighton Crossing Master Association, Inc.: Mr. Dickhoner presented the Management Agreement with Brighton Crossing Master Association, Inc, for board approval. Following review

RECORD OF PROCEEDINGS

and discussion, upon motion duly made by Director Schum, seconded by Director Robbins, and upon vote, unanimously carried, it was

RESOLVED to approve the Management Agreement with Brighton Crossing Master Association, Inc., as presented.

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

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

DIRECTOR'S
ITEMS

_____ No Director comments were offered.

OTHER MATTERS

_____ The Board discussed the board vacancy.

ADJOURNMENT

_____ There being no further business to come before the Board, upon motion duly made by Director Schum, seconded by Director Strider, and upon unanimous vote, the meeting was adjourned at 6:38 p.m.

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