

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF BRIGHTON CROSSINGS OPERATIONS BOARD

HELD  
October 25, 2022

The Special Meeting of the Board of Directors of Brighton Crossings Operations Board was virtually via Zoom at 6:30 p.m. on Tuesday, October 25, 2022. Notice of the meeting was duly posted.

### ATTENDANCE

#### Directors in Attendance:

Neil Simpson, Treasurer  
Jeffrey Schum, Assistant Secretary  
John Strider, Secretary

#### Directors Absent, but Excused:

Justin Wells, Assistant Secretary

#### Also in Attendance:

Jason Woolard, Peggy Dowswell, Jordan Wood, Amanda Castle, Daryl Fields, Tracie Kaminski; Pinnacle Consulting Group, Inc. (PCGI)  
Eve Velasco; White Bear Ankele Tanaka & Waldron, P.C.  
Chris Bremner and Ashley Tarufelli, Brookfield Residential  
Jessica Zeleniak and Nikki Unknown Last Name; Members of the Public

### CALL TO ORDER

The Special Meeting of the Board was called to order at 6:33 p.m. by Ms. Velasco, noting that a quorum was present for the Board. Each of the Directors confirmed their qualifications to serve on the Board. Ms. Velasco also 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 inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional

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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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### AGENDA

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

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

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### CONSIDER RATIFICATION OF ACTIONS

Ms. Velasco explained to the Board due to an administrative oversight related to the administration and filing of Oaths of Office, actions taken at the June 13<sup>th</sup> meeting and September 12<sup>th</sup> meeting need ratification. Following discussion, a motion duly made by Director Schum, seconded by Director Simpson and, upon vote, unanimously carried, it was

**RESOLVED** to ratify the actions taken at the June 13, 2022 and September 12, 2022 meetings.

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### APPROVAL OF MINUTES

The minutes of the Regular Board Meeting held on September 12, 2022 were presented. Following review and discussion, upon a motion duly made by Director Simpson, and, upon vote, unanimously carried, it was

**RESOLVED** to approve the minutes of the Regular Board Meeting held on September 12, 2022 as presented.

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### ACKNOWLEDGE APPOINTMENT OF MEMBER

The Board acknowledged the appointment of Ashley Tarufelli to the Brighton Crossings Operations Board by Brighton Crossing Metropolitan District No. 5.

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### PUBLIC COMMENTS

Ms. Zeleniak advised the Board about concerns with the 2023 Budget. She wanted to ensure the budget accounted for the increase in trash removal and accounted for the Finance Committee being involved. Ms. Zeleniak requested more resident participation in budget meetings.

Nikki, who did not provide a last name, voiced concern about the budget in regard to the Venture Center and how two additional lifeguards would allow for more access for residents.

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### DIRECTOR COMMENTS

Director Strider addressed Nikki's concerns and answered additional questions.

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Director Simpson asked for clarification on the number of outside users accessing the Venture Center and pool.

Director Schum noted that the use of guest passes by residents may have caused more crowding issues than use by outside users.

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## FINANCIAL MATTERS

Ratification of Payment of Claims: Ms. Kaminski reviewed with the Board the payment of claims for the period through October 17, 2022, in the amount of \$276,520.03. Following review and discussion, upon motion duly made by Director Simpson, unanimously carried, it was

**RESOLVED** to ratify the payment of claims for period through October 17, 2022, in the amount of \$276,520.03, as presented.

Review Draft 2023 Budget: Ms. Kaminski reviewed with the Board the draft 2023 Budget and answered questions. Mr. Fields reviewed the 2023 Operations and Maintenance Budget and answered questions. The Board engaged in a general discussion of the Draft 2023 Budget.

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## MANAGEMENT MATTERS

District Manager's Report: Mr. Woolard presented the manager's report to the Board and answered questions.

Operations & Maintenance Report: Mr. Fields presented the Operations & Maintenance report to the Board and answered questions.

Contract Modifications Report: Mr. Fields presented the contract modifications report to the Board and answered questions. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Schum, and, upon vote, unanimously carried, it was

**RESOLVED** to approve the Contract Modification Report.

Capital Manager's Report: Mr. Woolard presented the Capital Manager's report to the Board and answered questions.

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## LEGAL MATTERS

There were no legal matters brought before the Board.

## OTHER MATTERS

Director Schum voiced concerns about watering and future watering for the District and the money allocated to the landscaping for upcoming years. Director Simpson brought to the Board's attention that Mr. Wells Board seat will be vacant due to his anticipated resignation and a Special Meeting may be needed to fill that vacancy.



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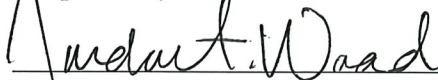
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### ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:11 p.m.

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

Respectfully submitted,



Jordan Wood, Recording Secretary for the Meeting