

## RECORD OF PROCEEDINGS

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

**HELD**  
**December 5, 2022**

The Regular Meeting of the Board of Directors of Brighton Crossings Operations Board was held via teleconference at 6:30 p.m. on Monday, December 5, 2022. Notice of the meeting was duly posted.

ATTENDANCE            Directors in Attendance: Neil Simpson, Treasurer  
Jeffrey Schum, Assistant Secretary  
Chris Bremner, Assistant Secretary  
John Strider, Secretary

Directors Absent, but Excused:  
Ashley Taruffelli, President

Also in Attendance:  
Kenny Parrish, Jordan Wood, Jason Woolard, Amanda Castle, Tracie Kaminski, Daryl Fields, and Peggy Dowswell; Pinnacle Consulting Group, Inc. Eve Velasco; White Bear Ankele Tanaka & Waldron  
Brittany Watkins, Jessica Zeleniak; Brighton Crossing District No. 4 Members. Lyndsey Paavilainen; Brookfield Residential.  
Barb Baca, Kyle Tiffie, Eric Emeterio, Jordan Honea, Corinne Vanosdall, and Kay Einert; Members of the Public

CALL TO ORDER            The Regular Meeting of the Board was called to order at 6:32 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 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.

AGENDA

The Board considered the agenda. Pinnacle requested adding the Fee Schedule Amendment under Financial Items, and at the request of the Board, discussion items including posting board packets and vandalism at the Venture Center were added under Management and Capital Matters. Upon a motion duly made by Director Strider, seconded by Director Simpson, and, upon vote, unanimously carried, it was

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

PUBLIC  
COMMENTS

Mr. Tiffée expressed concerns about the vandalism taking place at the Venture Center and requested the Board to stop allowing minors to bring guests or to increase the minimum age to 18 unless supervised by an adult.

Mr. Emeterio asked about the status of Volley Park and wanted to know the estimated day of completion.

Ms. Vanosdall also expressed concern for the vandalism taking place in the Fitness Center. She also requested more detail on the budgets and wanted to know where money is being allocated. In addition, she inquired about the tree removals and the violations that were sent out in regard to the tree removals.

DIRECTOR  
COMMENTS

Director Strider responded to Mr. Emeterio's comment and advised there is no clear answer on the completion of Venture Park due to answers needed from the City. Director Strider advised Ms. Vanosdall that the budget information and money allocation are public information and she may request the documents from the District Manager. Director Bremner reported Brookfield was still working with the City on Venture Park and reported there was new policy stating the park had to be watered with non-potable water and they are currently trying to work through those issues.

2023 BUDGET  
HEARING

Ms. Velasco opened the public hearing on the 2023 Budget. It was reported that notice of the budget hearing had been published in accordance with state budget law on November 17, 2022. No written objections have been received prior to the meeting. Public comment was taken:

Ms. Vanosdall requested clarification of revenue figures. Ms. Castle and Ms. Kaminski provided additional detail.

Mr. Tiffée had concerns about the insurance policies and the deductibles on the Fitness Center. He also raised questions about the amount of money spent on

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Holiday lighting. Ms. Kaminski noted that the holiday lighting budget had been removed for 2023.

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. Mr. Fields explained that her area does not receive snow removal from the Operations Board.

Ms. Zeleniak requested the Board of Directors to explain where all budget cuts were made and where additional cuts may be made in 2023. Directors Strider and Schum and Mr. Fields provided additional detail on the line item reductions.

There being no further public comment, the hearing was closed. The Board reviewed the 2023 budget, which detailed estimated revenues and expenditures. After further review and discussion, upon motion duly made by Director Simpson, seconded by Director Bremner and, upon vote, unanimously carried, it was

**RESOLVED** to adopt the Resolution to adopting the 2023 Budget, appropriating funds therefore, subject to receipt of final assessed valuation, and approving 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.

Fee Schedule Amendment: Ms. Kaminski presented the O&M Fee increases to the Board.. Following review and discussion, upon motion duly made and seconded, and, upon vote, unanimously carried, it was

**RESOLVED** to approve the 2023 Fee Schedule.

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MANAGEMENT  
AND  
OPERATIONAL  
MATTERS

District Manager's Report: Mr. Parrish presented the District Manager's Report to the Board and answered questions.

Operations and Maintenance Report: Mr. Fields presented the Operations and Maintenance Report to the Board and provided updates as well as answered any questions.

Capital Manager's Report: Mr. Woolard informed the Board Brighton Crossing Metropolitan District No. 6 approved a Cost Acceptance Resolution.

Vandalism at Fitness Center: Director Schum reported there had been an incident with several minors resulting in significant damage. The Board

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discussed several options to address the situation and Ms. Velasco answered questions and noted that the Operations Board may want to file a police report. The Board determined to reduce the access hours for the Fitness Center and authorized the District Manager team to install additional cameras, loud speaker, signs, and to review the card management system.

Posting Board Packets: The Board posting meeting packets 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.

LEGAL MATTERS

2023 Annual Administrative Matters Resolution: Ms. Velasco reviewed with the Board the 2023 Annual Administrative Matters Resolution. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Bremner, and, upon vote, unanimously carried, it was

**RESOLVED** to approve the 2023 Annual Administrative Matters Resolution.

Consider Approval of Second Amendment to Contribution Agreement: Ms. Velasco presented the Second Amendment to Contribution Agreement and answered questions. Following review and discussion, and upon a motion duly made by Director Simpson, seconded by Director Schum, and, upon vote, unanimously carried, it was

**RESOLVED** to approve the Second Amendment to Contribution Agreement.

OTHER MATTERS

No Other Matters were brought before the Board.

ADJOURNMENT

There being no further business to come before the Boards, the meeting was adjourned at 7:51 p.m.

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

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Respectfully submitted,

DocuSigned by:  
*Jordan Wood*

Jordan Wood, Recording Secretary for the Meeting