

# RECORD OF PROCEEDINGS

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

HELD  
April 23, 2024

The Regular Meeting of the Brighton Crossings Operations Board was held via Zoom and Teleconference on Tuesday, April 23, 2024, at 6:00 p.m.

### ATTENDANCE

#### Directors in Attendance:

Chris Bremner  
Neil Simpson  
Jeffrey Schum  
Matt Haley  
John Strider

#### Also in Attendance:

Matt Gray; White Bear Ankele Tanaka & Waldron, P.C.  
Kenny Parrish, Andrew Kunkel, Tracie Kaminski, Stanely Holder, Daryl Fields, and Michael Garcia; Pinnacle Consulting Group, Inc.  
Lyndsey Paavilainen; Brookfield Residential.  
Several Members of the Public.

### ADMINISTRATIVE ITEMS

Call to Order: The Regular Meeting of the Board of Directors of the Brighton Crossings Operations Board was called to order by Director Bremner at 6:05 p.m.

Declaration of Quorum/Director Qualifications/Disclosure of Potential Conflicts of Interest: Mr. Gray 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. Mr. Gray advised the Board that pursuant to Colorado law, certain disclosures by Board Members might be required prior to taking official action at a meeting. Mr. Gray 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. Mr. Gray 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 Bremner, seconded by Director Simpson, and upon vote, unanimously carried, it was

**RESOLVED** to approve the agenda, as amended to change V Financial Item A Unaudited Financial Statements year from 2023 to 2024.

Public Comment:

Kyle Tiffie requested an update regarding builder-installed landscaping and associated ARC review applications for crushed gravel for certain properties in the District. Mr. Parrish noted the investigation had been completed and the landscaping had been installed without ARC approval and would be removed during the 2024 growing season.

David Dibbern expressed concerns regarding Director qualifications and candidacy requirements for the 2025 election and Mr. Gray responded.

Jessica Zeleniak requested an update regarding the construction of Venture Park and Director Haley responded.

Rhonda Cramer asked if a second pool may be constructed within the District and Director Bremner responded in the negative. Rhonda Cramer asked if the District was designed in compliance with regional transportation standards and Director Bremner responded noting the district was designed in coordination with the City of Brighton who is responsible for determining regional transportation requirements.

Director Comment: Director Bremner provided an update regarding the construction of Venture Park to the Board.

CONSENT AGENDA

Mr. Gray reviewed the items on the consent agenda with the Board. Mr. Gray 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 Bremner, Seconded by Director Simpson, the following items on the consent agenda were unanimously approved, ratified and adopted:

- A. Minutes – February 27, 2024, Regular Meeting.
- B. Payment of Claims.
- C. Contract Modifications.

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DISTRICT MANAGER  
ITEMS

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

Operations and Maintenance Report: Mr. Fields presented the Operations and Maintenance Report to the Board.

RFP for Landscape Maintenance Contract for 2025: Mr. Fields discussed the Request For Proposal with the Board and answered questions. Following review and discussion, upon a motion duly made by Director Strider, seconded by Director Bremner, and upon vote, unanimously carried, it was

**RESOLVED** to direct District staff to implement the RFP process in the fall of 2024 and to present a proposal for a 2025 Landscaping Maintenance Contract for Board review and approval.

CAPITAL  
INFRASTRUCTURE  
ITEMS

Capital Projects Update: Mr. Holder provided the Capital Projects Update to the Board.

Temporary Operating and Funding Agreement for Filing 7 Phase 7: Mr. Gray presented the Temporary Operating and Funding Agreement for Filing 7 Phase 7 to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Bremner, seconded by Director Haley, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Temporary Operating and Funding Agreement for Filing 7 Phase 7, as presented.

FINANCIAL ITEMS

Financial Statements: Ms. Kaminski reviewed the unaudited Financial Statements for the period ending March 31, 2024, with the Board and answered questions. Ms. Kaminski highlighted the impending receipt of unanticipated revenue as a result of careful observation and investigation regarding oil and gas royalties owed to the District. Following review and discussion, upon a motion duly made by Director Haley, seconded by Director Simpson, and upon vote, unanimously carried, it was

**RESOLVED** to accept the unaudited Financial Statements for the period ending March 31, 2024, as presented.

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## LEGAL ITEMS

Public Entity Digital Accessibility Standards: Mr. Gray and Mr. Parrish discussed the Public Entity Digital Accessibility Standards with the Board and answered questions.

Proposal from Streamline to Provide Website and Accessibility Services: Mr. Gray presented the Proposal from Streamline to Provide Website and Accessibility Services to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Bremner, seconded by Director Schum, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Streamline Proposal to Provide Website and Accessibility Services, as presented.

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## DIRECTOR MATTERS

Director Strider recommended alterations to the design plans for Venture Park to include a second dog park for the District to mitigate increased use at the existing dog park. Director Strider noted the benefits of an additional dog park to include reduced total irrigated acreage and cost savings to the District. Director Bremner responded noting difficulties in alterations to the plans and discussed the future responsibilities of the City of Brighton.

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## OTHER MATTERS

There were no Other Matters to come before the Board.

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## ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Bremner, seconded by Director Simpson, and upon unanimous vote, the meeting was adjourned at 6:57 p.m.

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

Respectfully submitted,



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Andrew Kunkel, Recording Secretary for the Meeting