

## RECORD OF PROCEEDINGS

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

HELD  
April 25, 2023

The Regular Meeting of the Board of Directors of Brighton Crossings Operations Board was held via teleconference at 6:00 p.m. on Tuesday, April 25, 2023. 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

Also in Attendance:

Eve Velasco; White Bear Ankele Tanaka & Waldron  
Lyndsey Paavilainen; Brookfield Residential.  
Tiffany Skoglund, Kenny Parrish, Jordan Wood, Amanda Castle, Tracie Kaminski, and Daryl Fields; Pinnacle Consulting Group, Inc.  
Brittany Watkins, Jessica Zeleniak, and David Dibbern; Brighton Crossing District No. 4 Board Members.  
Desi Velasquez, Sean Brasseal, and other Members of the Public who did not provide their names.

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CALL TO  
ORDER

The Regular Meeting of the Board of Directors of the Brighton Crossings Metropolitan District Operations Board was called to order at 6:01 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.

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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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ACKNOWLEDGE  
APPOINTMENT OF  
MEMBER  
DISTRICT NO. 5

The Board acknowledged the appointment of Matt Haley as President to the Brighton Crossings Metropolitan District Operations Board as the representative of Brighton Crossing Metropolitan District No. 5.

Election of Officers: Following discussion, upon a motion duly made and seconded, and upon vote, unanimously carried, it was

**RESOLVED** to elect Mr. Haley as President and to keep all other officer positions unchanged.

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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, presented.

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APPROVAL OF  
MINUTES

The Board reviewed the minutes of the December 5, 2022 meeting of the Board of Directors. 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 minutes of the December 5, 2022 meeting of the Board of Directors, as presented.

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PUBLIC  
COMMENTS

Mr. Velasquez expressed concerns about the vandalism and disruptive behavior taking place at the Venture Center and Fitness Center. Mr. Velasquez requested better staffing, additional monitoring, and supervision.

Mr. Dibbern also stated concerns about the behavior and vandalism at the Fitness Center and Venture Centers. He requested the Board to find a way to monitor who uses those facilities, specifically community members not allowing guests.

Ms. Zeleniak noted the impact of the change of operating hours of the Venture Center and the concern for the vandalism taking place in the Fitness Center. Ms. Zeleniak suggested wiping card access annually, re-issuing the minor policy, and providing YMCA with more guidance on the expectations. Ms.

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Zeleniak also asked why the contract to construct Venture Park would be through District No. 6.

DIRECTOR  
COMMENTS

Director Strider responded to all public comments regarding the vandalism at the Venture and Fitness Centers. Director Strider requested looking back into the YMCA budget and hiring or switching staff around to have coverage during the prime hours.

Ms. Velasco responded to Ms. Zeleniak's question regarding Venture Park, noting that District No. 6 has project funds available to pay for the project from the 2020 bond issuance, while District No. 4 does not. She further noted that Venture Park is a community-wide amenity, and so can be funded by any of the Districts.

Director Bremner responded to Mr. Velasquez and Mr. Dibbern's concerns. Director Bremner was open to suggestions and agreed there was a need for continued discussions and a resolution to address these issues and concerns.

Director Strider brought to the Board's attention the need for discussion on a proactive approach to water conservation. He reported he had been in contact with Mr. Fields and doing his own research on turf and costs associated with water conservation.

FINANCIAL  
MATTERS

Ratification of Claims: Ms. Kaminski reviewed with the Board the payment of claims for the period ending March 31, 2023, in the amount of \$1,052,521.27 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 payment of claims for the period ending March 31, 2023, in the amount \$1,052,521.27, as presented.

Financial Report: Ms. Kaminski reviewed with the Board the unaudited Financial Statements for the period ending December 31, 2022, and answered questions. 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 accept the unaudited Financial Statements for the period ending December 31, 2022, as presented.

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Engagement of WIPFLI LLP for 2022 Audit: Ms. Kaminski discussed and requested ratification of the engagement of WIPFLI LLP to perform the 2022 Audit for the Operations Board and answered questions. Following review and discussion, upon motion duly made by Director Simpson, seconded by Director Bremner, and upon vote, unanimously carried, it was

**RESOLVED** to ratify the engagement of WIPFLI LLP to perform the 2022 audit.

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MANAGEMENT  
AND  
OPERATIONAL  
MATTERS

YMCA Report: Ms. Skoglund presented the YMCA report to the Board and answered questions.

District Manager's Report: Ms. Skoglund 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, provided updates, and answered questions.

Contract Modification Report: Mr. Fields presented and requested approval of the Contract Modification Reports 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 Contract Modification Report, as presented.

Venture Center/Fitness Center Operation Hours: Ms. Skoglund informed the Board the temporary change in operating hours of both the Venture Center and the Fitness Center was successful in limiting vandalism during the evening hours. 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 permanently changing the operating hours of the Fitness Center and Venture Center from 4:00AM-8:00PM.

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LEGAL MATTERS

Agreement with Godden Sudik for Design Review Consultant Services: Ms. Velasco presented the Agreement with Godden Sudik for Design Review Consultant Services. Following review and discussion, and upon a motion duly made by Director Bremner, seconded by Director Schum, and upon vote, unanimously carried, it was

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**RESOLVED** to approve the Agreement with Godden Sudik for Design Review Consultant Services.

Colorado Vista Landscape Design Agreement for Design Review Consultant Services: Ms. Velasco presented the Agreement with Colorado Vista Landscape Design for Design Review Consultant Services. 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 Agreement with Colorado Vista Landscape Design for Design Review Consultant Services.

Amended and Restated Fee Resolution: Ms. Velasco presented the Amended and Restated Fee Resolution and answered questions. 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 Amended and Restated Fee Resolution, as presented.

Website Fliers: Ms. Velasco presented three fliers to the Board: About Metro Districts, Living in a Metro District, and Primer for Policymakers. Ms. Velasco recommended that the “About Metro Districts” and “Living in a Metro District” fliers be posted on the website as information for the public. It was the consensus of the Board to post the fliers on the website.

OTHER MATTERS

No Other Matters were brought before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Director Bremner, seconded by Director Simpson, and upon vote unanimously carried, the meeting was adjourned at 7:13 p.m.

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

Respectfully submitted,

DocuSigned by:  


Jordan Wood, Recording Secretary for the Meeting