

BRIGHTON CROSSINGS OPERATIONS BOARD

Formerly known as Brighton Crossings Authority

NOTICE AND AGENDA OF ORGANIZATIONAL MEETING

<u>DIRECTOR</u>	<u>OFFICE HELD</u>	<u>DISTRICT</u>	<u>TERM EXPIRES</u>
John Strider	To be determined	District No. 4	May 2022
Ashley Tarufelli	To be determined	District No. 5	May 2022
Shannon Robbins	To be determined	District No. 6	May 2022
Jeffrey Schum	To be determined	District No. 7	May 2020
Bryan Reid	To be determined	District No. 8	May 2020

DATE: June 11, 2019 (Tuesday)

TIME: 6:30 P.M.

PLACE: Alli Event Center

100 S. 3rd Avenue, Brighton, CO 80601

Conference Call: 1-888-617-3400/Passcode 637465#

AGENDA

- I. ADMINISTRATIVE MATTERS**
 - A. Call to order.
 - B. Declaration of Quorum/Director Qualifications/Disclosure of any potential Conflicts of Interest.
 - C. Oaths of Office. **(Pages -)**
 - D. Approval of Agenda. **(Pages -)**
 - E. Election of Officers.
 - F. Acknowledge Name Change to Brighton Crossings Operations Board.
 - G. Public Comments limited to 3 minutes per person.

- II. CONSENT AGENDA** - The items listed below are a group of items to be acted on with a single motion and vote by the Board. An item may be removed from the consent agenda to the regular agenda, if desired. Items on the consent agenda are then voted on by a single motion, second, and vote by the Board.
 - A. Consider Adoption of Resolution Designating the Districts' 24-hour Posting Location. **(Pages -)**
 - B. Consider Adoption of Joint Public Records Request Policy. **(Pages -)**
 - C. Consider Resolution Adopting the Colorado Special District Records Retention Schedule. **(Pages -)**
 - D. Consider Approval of Annual Administrative Resolution. **(Pages -)**

- III. FINANCIAL MATTERS**
 - A. Review the proposed Brighton Crossings Operations Board 2019 Budget. **(Pages -)**
 - B. Public Hearing regarding the proposed Brighton Crossings Operations Board 2019 Budget.
 - C. Consider Adoption of 2019 Budget; Consider Approval of Resolution to Adopt 2019 Budget. **(Pages -)**
 - D. Consider Approval of Execution of (1) Form SS-4 Application for Federal Employer Identification Number; (2) Application for Colorado Sales Tax Exemption Number; and (3) Application for Assignment of PDPA Number. **(Pages -)**
 - E. Consider Approval for Authorization to open a FirstBank Checking Account.

IV. MANAGEMENT AND OPERATIONAL MATTERS

- A. Consider Approval of Service Agreements with Pinnacle Consulting Group Inc., for Accounting Services and District Management Services.
- B. District Manager's Report. **(To be distributed)**
- C. Social Committee Report. **(Pages)**

V. INSURANCE AND LIABILITY

- A. Discuss Insurance Requirements (public official's liability, general liability, workers' compensation, comprehensive crime) and Consider Adoption of Resolution Approving an IGA with the Colorado Special Districts Property and Liability Pool and Authorize Membership in the Special District Association. **(To be distributed)**
- B. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services. **(To be distributed)**
- C. Authorize Filing of Exclusion of Uncompensated Public Officials form for 2019 Policy Period. **(Pages -)**
- D. Consider Approval of Property and Liability Insurance Limits and Deductibles. **(To be distributed)**

VI. LEGAL MATTERS

- A. Consider Approval of Amended and Restated Policies and Procedures Governing the Brighton Crossings Recreation Amenities. **(To be distributed)**
- B. Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services. **(To be distributed)**
- C. Consider Approval of Covenant Enforcement Resolution. **(To be distributed)**
- D. Consider Approval of Resolution Concerning the Imposition of an Operations Fee. **(To be distributed)**
- E. Consider Approval of Resolution Establishing Guidelines for Processing and Collection of Delinquent Fees and Charges. **(Pages -)**
- F. Consider Approval of Landscape Easement Agreement. **(Pages -)**
- G. Authority Assignment Matters:
 - 1. Assignment of Easements Agreement. **(Pages -)**
 - 2. Assignment and Assumption of Contractor Agreements. **(Pages -)**
 - 3. Quit Claim Deed to the Authority. **(Pages -)**
 - 4. Resolution Assigning Committee Oversight. **(Pages -)**
 - 5. Assignment of Oil and Gas Lease with Petro-Operating. **(To be distributed)**
 - 6. Assignment of Temporary Operations and Funding Agreement. **(Pages -)**

VII. DIRECTOR'S ITEMS

VIII. OTHER MATTERS

- IX. ADJOURNMENT** – The next regular meeting is scheduled for 6:30 p.m. on Tuesday, September 10, 2019.

The Districts' Board of Directors for these districts has determined to meet at the location stated above because there is no convenient location to meet within the Districts' boundaries. Such meeting location shall remain applicable for all future meetings. Should an individual require accommodation in order to participate at the meeting, the District requests that the individual contact the District's office in advance of the public meeting to provide notice of the requested accommodation.