

BRIGHTON CROSSINGS OPERATIONS BOARD

Formerly known as Brighton Crossings Authority

NOTICE AND AGENDA OF SPECIAL MEETING

<u>DIRECTOR</u>	<u>OFFICE HELD</u>	<u>DISTRICT</u>
Ashley Tarufelli	President	District No. 5
Shannon Robbins	Treasurer	District No. 6
Jeffrey Schum	Assistant Secretary	District No. 7
VACANT	Assistant Secretary	District No. 8
John Strider	Secretary	District No. 4

DATE: December 4, 2019 (Wednesday)

TIME: 6:30 P.M.

PLACE: Venture Center

5225 Longs Peak, 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. Approval of Agenda. **(Pages 1-2)**
- D. Approval of September 10, 2019 regular meeting minutes, and October 23, 2019 special meeting minutes; Ratify Actions Taken at the September 10, 2019 Regular Board Meeting and October 23, 2019 Special Board Meeting. **(Pages 3)**
- E. Public Comments limited to 3 minutes per person.

II. FINANCIAL MATTERS

- A. Ratification of payments of claims for period ending November 1, 2019. **(Pages)**
- B. Review of Unaudited Financial Statements for the period ending September 30, 2019.
- C. Public Hearing regarding the Proposed Amended 2019 Budget.
- D. Consider Adoption of Amended 2019 Budget; Consider approval of Resolution to Amend Budget; and Appropriate Sums of Money.
- E. Public Hearing regarding the proposed 2020 Budget.
- F. Consider Adoption of 2020 Budget; Consider Approval of Resolution to Adopt Budget and Appropriate Sums of Money.
- G. Consider Engagement to Perform the 2019 Audit.
- H. Consider Approval of 2020 Schedule of Fees.

III. MANAGEMENT AND OPERATIONAL MATTERS

- A. District Manager's Report.
- B. Social Committee Report.
- C. Review Venture Center Amenities Fee Schedule.
- D. Acceptance of Operations Board Asset Listing as of January 1, 2020.
- E. Consider Approval of Annual Administrative Matters Resolution.
- F. Consider Approval of Independent Contract Agreement for drainage redesign related to Lot 7 Block 8, Filing No. 3 (dog park area).

G. Consider Approval of 2020 Facilities Operations and Maintenance Independent Contractor Agreements:

1. Environmental Designs Inc.
2. Terminex
3. Affordable Pest Control
4. Muttley's Maid
5. CAM Services
6. Black Eagle Fence
7. Commercial Fence and Iron works
8. E3 Signs
9. Electritech
10. Star Playgrounds
11. Frontier Environmental
12. YMCA of Denver
13. Stratus Building Solutions
14. ProSec
15. American Mechanical Services
16. Colorado Hardscapes.

IV. LEGAL MATTERS

- A. Consider approval of Amended and Restated Resolution of the Board of Director of Brighton Crossings Operations Board regarding Policies, Procedures and Penalties for the Enforcement of the Governing Document.
- B. Consider Approval of Amended and Restated Resolution Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges.
- C. Consider Approval of Rules and Regulations for Brighton Crossings Operations Board.
- D. Consider Approval of Amended and Restated Resolution Concerning Authorization for Approval of Contracts and Payment of Claims.
- E. Consider Approval of Amended and Restated Public Records Request Policy.

V. DIRECTOR'S ITEMS

VI. OTHER MATTERS

VII. ADJOURNMENT – The next regular meeting is scheduled for Tuesday, March 3, 2020.