

**MINUTES OF THE REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE
BRADLEY HEIGHTS METROPOLITAN DISTRICT NOS. 1, 2, AND 3
HELD JULY 8, 2025
AT 9:00 AM**

Pursuant to posted notice, the regular meetings of the Board of Directors of the Bradley Heights Metropolitan District Nos. 1, 2 and 3 were held on Tuesday, July 8th, 2025, at 9:00 a.m., at 119 N. Wahsatch Avenue, Colorado Springs, CO, and via tele/videoconference:
<https://video.cloudoffice.avaya.com/join/451389423>.

Attendance:

In attendance were Directors:

Randle W Case II	President
Bryan T Long	Vice President
Ray O'Sullivan	Treasurer/ Secretary

Directors Attending Virtually:

Robert Case	Assistant Secretary
Jim Byers	Assistant Secretary

Also in attendance were:

Rebecca Harris	WSDM Managers
Sean Allen	WBA Local Government Law
Jeff Odor	Galloway
Chris Grundy	Grundy Construction Management and Consulting
David Neville	
Mike DeGrant	DeGrant Development Strategies, LLC
John Radcliff	Galloway
Nathan Steele	ROI
Paul Broussard	Premier Homes
Chris Jorgensen	Biggs Kofford
Jason H.	Member of the Public

Combined Meeting: The Board of Directors of the Districts have determined to hold a joint meeting of the Districts and to prepare joint minutes of actions taken by the Districts in such meetings. Unless otherwise noted herein, all official action reflected in these minutes shall be deemed to be the action of all Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

1. Call to Order:

The meeting was called to order at 9:00 am by President Case II.

2. Declaration of Quorum/Director Qualifications/ Disclosure Matters:

President Case II indicated that a quorum of the Boards was present. He stated that each Director has been qualified as an eligible elector of the districts pursuant to Colorado law. The

Directors confirmed their qualifications. Ms. Harris informed the Boards that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Harris reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. President Case II inquired into whether members of the Boards 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 Boards determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

3. Approval of Agenda:

Director Long moved to approve the Agenda as amended moving item 8 to last on the Agenda; seconded by Director Rob Case. The motion passed unanimously.

4. Approval of June 18, 2025 Board Meeting Minutes:

After review, Director O'Sullivan moved to approve the Board Meeting Minutes as amended, seconded by Director Rob Case. The motion passed unanimously.

5. Financial Matters:

- a. Approve Unaudited Financial Reports through June 30, 2025: Ms. Harris presented the unaudited financials. After discussion, Director O'Sullivan moved to approve the Unaudited Financial Reports through June 30, 2025, as presented; seconded by Director Rob Case. Motion passed unanimously.
- b. Ratify and Approve Payables through July 8, 2025: Ms. Harris presented the Payables for the period. After discussion, Director O'Sullivan motioned to approve the payables as presented; seconded by Director Byers. Motion passed unanimously.
- c. Public Hearing on 2024 Budget Amendment for Bradley Heights Metropolitan District No. 2 and No. 3
 - i. Review and consider adoption of Resolution to Amend the 2024 Budget of Bradley Heights Metropolitan District No. 2
 - ii. Review and consider adoption of Resolution to Amend the 2024 Budget of Bradley Heights Metropolitan District No. 3

Ms. Harris reviewed the 2024 Budget Amendment with support from Mr. Jorgensen at BiggsKofford regarding the recommended journal entries causing this Amendment. 2024 budget amendment additional appropriation was discussed and reviewed by the Boards. Amendment hearing to be scheduled for August 2025

- d. Review and consider acceptance of the 2024 Audit Presentation and Management Representation Letter: Mr. Jorgensen presented the 2024 Audit and reviewed the Management Representation letter with the Board. After discussion Director O'Sullivan moved to accept the 2024 Audit and Management Representation Letter; seconded by Director Long. Motion passed unanimously.

6. District Manager's Report: Ms. Harris provided a brief update regarding covenant matters and most common resident question regarding a playground or park.

7. President of the Board Report: No Update.
8. Detailed Discussion of Development Status Review:
 - a. Discuss Drainage Channel Design and Financing: Mr. Odor provided an update on the Channel design and construction plan.
 - b. Engineering Update
 - i. Schedule: Mr. Grundy provided an update on Naranjo's estimated schedule to start construction on the channel improvements.
 - c. Plan Updates
 - i. Roadway/Utility/Storm Water: Board discussed the closure of Bradley Road for the Bradley Ridge Development. Filing 6 will require the road to be open to the public, pending the City's current approval of the construction.
 - ii. Sanitary Sewer outfall update: No update provided.
 - d. Construction Schedule/Construction Contracts Approval/Ratify/Pre-Approval: Mr. Odor provided an update.
 - e. Update on Construction Budget and Cash Flow: Mr. Odor provided a summary update on the cash flow and projected filing completions.
 - f. Update on Reimbursement costs: Mr. Odor provided an update regarding coordination with general counsel for conveyance deeds to accomplish the land swaps necessitated by the channel installation.
9. Development Updates
 - a. Review and consider acceptance for Bradley Ridge West and East Drainage Easements: After discussion Director Rob case moved to accept the Easements as presented; seconded by Director Long. Motion passed, with Director O'Sullivan abstaining.
 - b. Redemption Hill Church: Board discussed the current outstanding invoice. After discussion, Director Long moved to approve moving forward with special legal counsel on collection efforts; seconded by Director O'Sullivan. Motion passed unanimously.
 - c. Challenger Homes: No update provided.
 - d. Bradley Ridge: Mr. Steele reviewed the current status of Bradley Ridge Filing No. 5 development and they are working through storm water issues.
10. Legal Matters:
 - a. Consider Adoption of 2025 Amended and Restated Annual Administrative Resolution
 - b. Consider Adoption of Amended and Restated Public Records Request Policy
Mr. Allen reviewed Resolutions in Item 10 a and 10 b. After Discussion Director O'Sullivan moved to jointly adopt Resolutions in item 10 a and 10 b as presented; seconded by Director Long. Motion passed unanimously.
 - c. Review and consider adoption of Resolution Imposing Fees for Trash Service: Mr. Allen reviewed the additional inclusion of service areas to the Fee resolution. After discussion Director O'Sullivan moved to adopt the Resolution Imposing Fees for Trash Service for the areas being included into the trash service area; seconded by Director Long. Motion passed unanimously.
 - d. Review and consider adoption of Resolution for Collection of Fees: Ms. Harris reviewed the resolution to allow special legal counsel to follow up with collection matters as

necessary. After discussion Director O'Sullivan moved to adopt the Resolution for Collection of Fees; seconded by Director Byers. Motion passed unanimously.

11. General/Administrative Matters

- a. Review and consider acceptance of Amendment to Colorado Springs Utilities Water Recovery Agreement: Ms. Haris reviewed the amended agreement, noting the only change is to the calculation to remove the contribution that Waterview North previously paid to the District. After the discussion, Director Long moved to accept the amended agreement as presented; seconded by Director Rob Case. Motion passed with Director O'Sullivan abstaining.
- b. Discuss the status of the Service Plan Amendment for Provision of Alleyway O/M Services; Challenger Agreement to Pay Amendment and Reserve Study Costs/Retainer Deposit: Ms. Harris provided an update that legal counsel office is currently reviewing the draft agreement prior to sending to Challenger to sign.

12. Other Business:

12. Adjourn: President Case II adjourned the meeting at 10:41 am.

- a. Next Regular Meeting scheduled: August 12th, 2025 at 9am.

Rebecca Harris

Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 8, 2025, REGULAR JOINT MEETING MINUTES OF THE BRADLEY HEIGHTS METROPOLITAN DISTRICT NOS 1 -3.

Raymond F. O'Sullivan

[Raymond F. O'Sullivan \(Aug 12, 2025 13:34:35 MDT\)](#)

Approved by: Secretary of the Board










BHMD 1-3 Minutes 7-8-2025

Final Audit Report

2025-08-12

Created:	2025-08-12
By:	Rebecca Harris (rebecca.h@wsdistricts.co)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQ7E7acXBvFzp0u7BEyJmdl4wfwJHW-vq

"BHMD 1-3 Minutes 7-8-2025" History

-  Document created by Rebecca Harris (rebecca.h@wsdistricts.co)
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-  Signer rayosulli@gmail.com entered name at signing as Raymond F. O'Sullivan
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