

# BRADLEY HEIGHTS METROPOLITAN DISTRICT NOS. 1, 2 and 3

Regular Board Meeting

Tuesday, August 12, 2025, at 9:00 AM

119 N. Wahsatch Ave.

Colorado Springs, Colorado 80903

and

Via tele/videoconference

<https://video.cloudoffice.avaya.com/join/109995525>

United States: [+1 \(213\) 463-4500](tel:+12134634500)

Access Code: 109-995-525



Board of Director	Title	Term
Randle W Case II	President	May 2027
Bryan T Long	Vice-President	May 2027
Jim Byers	Treasurer	May 2027
Ray O'Sullivan	Secretary	May 2029
Robert Case	Assistant Secretary	May 2029

## AGENDA

1. Call to order
2. Declaration of Quorum/Director Qualifications/ Disclosure Matters
3. Approval of Agenda
4. Approval of July 8, 2025, Meeting Minutes (enclosed)
5. Financial Matters
  - a. Approve Unaudited Financial Reports through July 31, 2025 (enclosed)
  - b. Ratify and Approve Payables through August 12, 2025 (enclosed)
  - 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
6. District Manager Report
7. President of the Board Report
8. Detailed Discussion of Development Status Review
  - a. Discuss Drainage Channel Design and Financing
  - b. Engineering Update
    - i. Schedule
  - c. Plan Updates
    - i. Roadway/ Utility/ Storm Water
    - ii. 16" water line update
    - iii. Sanitary Sewer outfall update
  - d. Construction Schedule/Construction Contracts Approval/Ratify/Pre-approval
  - e. Update on Construction Budget and Cash flow

f. Update on Reimbursement Costs

9. Development Updates
  - a. Redemption Hill Church
  - b. Challenger Homes
  - c. Bradley Ridge
10. Legal Matters
  - a. Discuss Additional Property Annexation Into CCRs
11. General/ Administrative Matters
  - a. 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
12. Other Business
  - a. Next Regular Meeting scheduled: September 9, 2025, at 9:00 a.m.
13. Adjourn

## NOTICE OF SPECIAL MEETINGS

NOTICE IS HEREBY GIVEN That the Board of Directors of **BRADLEY HEIGHTS METROPOLITAN DISTRICT NOS. 1, 2 and 3**, County of El Paso, State of Colorado, will hold a regular meeting at 9:00 AM on Tuesday, the 12<sup>th</sup> day of August, 2025, at 119 North Wahsatch Ave., Colorado Springs, CO 80903, and via tele/videoconferencing at the following: <https://video.cloudoffice.avaya.com/join/109995525> United States: +1 (213) 463-4500 Access Code: 109-995-525 for the purpose of conducting such business as may come before the Board including the business on the attached agenda. The meeting is open to the public.

BY ORDER OF THE BOARD OF DIRECTORS:  
BRADLEY HEIGHTS METROPOLITAN DISTRICT NOS. 1, 2 AND 3



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**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 8<sup>th</sup>, 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	BiggsKofford
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 review 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 constriction 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 12<sup>th</sup>, 2025 at 9am.

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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.

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Approved by: Secretary of the Board





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**BRADLEY HEIGHTS METROPOLITAN DISTRICT NO. 2**  
**RESOLUTION TO AMEND 2024 BUDGET**

WHEREAS, the Board of Directors of Bradley Heights Metropolitan District No. 2 (the “District”) certifies that at a regular meeting of the Board of Directors of the District held August 12, 2025, a public hearing was held regarding the 2024 amended budget, and, subsequent thereto, the following Resolution was adopted by affirmative vote of a majority of the Board of Directors:

WHEREAS, the Board of Directors of the District adopted a budget and appropriated funds for fiscal year 2024 as follows:

General Fund	\$71
Debt Fund	\$124,086
Capital Fund	\$2,076,963

and;

WHEREAS, the necessity has arisen for additional expenditures by the District due to additional costs which could not have been reasonably anticipated at the time of adoption of the budget, requiring the expenditure of funds in excess of those appropriated for fiscal year 2024; and

WHEREAS, funds are available for such expenditure.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District does hereby amend the adopted budget for fiscal year 2024 as follows:

General Fund	\$2,381
Debt Fund	\$313,336
Capital Fund	\$3,970,265

BE IT FURTHER RESOLVED that such sums are hereby appropriated from the revenues of the District to the funds named above for the purpose stated, and that any ending fund balances shall be reserved for purposes of complying with Article X, Section 20 of the Colorado Constitution.

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ADOPTED AUGUST 12, 2025.

**DISTRICT:**

**BRADLEY HEIGHTS METROPOLITAN  
DISTRICT NO. 2** a quasi-municipal corporation and  
political subdivision of the State of Colorado

By: \_\_\_\_\_  
Officer of the District

ATTEST:

By: \_\_\_\_\_

STATE OF COLORADO

COUNTY OF EL PASO  
BRADLEY HEIGHTS METROPOLITAN DISTRICT NO. 2

I hereby certify that the foregoing resolution constitutes a true and correct copy of the record of proceedings of the Board adopted at a meeting held via teleconference on Tuesday, August 12, 2025, as recorded in the official record of the proceedings of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 12<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
Signature



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**BRADLEY HEIGHTS METROPOLITAN DISTRICT NO. 3  
RESOLUTION TO AMEND 2024 BUDGET**

WHEREAS, the Board of Directors of Bradley Heights Metropolitan District No. 3 (the “**District**”) certifies that at a regular meeting of the Board of Directors of the District held August 12, 2025, a public hearing was held regarding the 2024 amended budget, and, subsequent thereto, the following Resolution was adopted by affirmative vote of a majority of the Board of Directors:

WHEREAS, the Board of Directors of the District adopted a budget and appropriated funds for fiscal year 2024 as follows:

General Fund	\$2
Debt Fund	\$523

and;

WHEREAS, the necessity has arisen for additional expenditures by the District due to additional costs which could not have been reasonably anticipated at the time of adoption of the budget, requiring the expenditure of funds in excess of those appropriated for fiscal year 2024; and

WHEREAS, funds are available for such expenditure.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District does hereby amend the adopted budget for fiscal year 2024 as follows:

General Fund	\$3
Debt Fund	\$540

BE IT FURTHER RESOLVED that such sums are hereby appropriated from the revenues of the District to the funds named above for the purpose stated, and that any ending fund balances shall be reserved for purposes of complying with Article X, Section 20 of the Colorado Constitution.

*[Remainder of Page Intentionally Left Blank]*

ADOPTED AUGUST 12, 2025.

**DISTRICT:**

**BRADLEY HEIGHTS METROPOLITAN  
DISTRICT NO. 3** a quasi-municipal corporation  
and political subdivision of the State of Colorado

By: \_\_\_\_\_  
Officer of the District

ATTEST:

By: \_\_\_\_\_

STATE OF COLORADO  
COUNTY OF EL PASO  
BRADLEY HEIGHTS METROPOLITAN DISTRICT NO. 3

I hereby certify that the foregoing resolution constitutes a true and correct copy of the record of proceedings of the Board adopted at a meeting held via teleconference on Tuesday, August 12, 2025, as recorded in the official record of the proceedings of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 12<sup>th</sup> day of August, 2025.

\_\_\_\_\_  
Signature