

**MEETING MINUTES OF THE BOARD OF DIRECTORS OF THE  
TOLLGATE CROSSING METROPOLITAN DISTRICT NO. 2  
HELD NOVEMBER 26, 2024**

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A special meeting of the Board of Directors of the Tollgate Crossing Metropolitan District No. 3 was held on Tuesday, November 26th, 2024, at 6:30 p.m. in person and via zoom at the Tollgate Clubhouse.

**Attendance**

In attendance were the following Directors:

Richard Martinez

Dennis Lawson

Shelly Gregory – Absent and Excused

Renee Gordon

Scott Paquette

Also, in attendance were:

Beau McMahon, Brightstar District Management.

Maranda Witt, Brightstar District Management.

Several constituents were also in attendance.

**Call to Order**

The meeting was called to order at 7:05 p.m.

**Approval of Agenda**

After review, upon a motion made by Director Paquette, seconded by Director Lawson and, upon vote, unanimously carried, the Board approved the agenda.

**Declaration of Quorum**

**Director Qualifications and**

**Conflict of Interest**

A quorum was declared. All directors are qualified to serve and there are no conflicts of interest.

**Public Comment**

Several constituents were in attendance. No comments were made.

**Vendor Matters**

**LMI**

Josh was present from LMI. Josh discussed the most recent update about the Newbridge Monument project. He stated the project was complete, however, they are waiting for Xcel to have a meter placed for electric services. Josh also discussed the xeriscape plan previously presented to the board. The Board discussed receiving a bid from LMI for the concrete pad for the potential shed. Josh will work with Troy for size considerations and will provide the board with a bid. The board also

discussed areas of snow removal that were missed after the most recent storm. Josh will provide the District with a map showing the maintained areas and will be sure that the crews address the side entrance to the clubhouse for future storms.

#### **PUBLIC SAFETY**

Director Lawson discussed that there were only a few issues last month. A truck was broken into, and then the homeowner's garage was accessed via the fob in the truck. The board encourages homeowners to lock vehicles and park in the garage whenever possible. The board also encourages homeowners to remove garage fobs from their vehicle when parked outside the garage.

#### **FRONT RANGE RECREATION**

No one was present from Front Range, no update provided.

#### **SOCIAL COMMITTEE**

No updates currently.

#### **MANAGER'S ITEMS**

- a) **Warranty Items:** It was discussed that the manager is working with the legal team to address the items that RE is not able to cover under warranty. No additional information has been received at this time. It was discussed that the board is willing to pay for a new microwave drawer and bill it back to RE. The manager will discuss this option with Legal.
- b) **Roof Repair:** The manager stated that it was recently reported that there was a leak coming from the roof into the pool pump room. The manager stated that the leak was from the flashing, and it has been resealed and is fixed now.
- c) **Heat in the Pump Room:** It was discussed that the temperature in the pool pump room drops below freezing and the board is concerned for the main water line freezing and bursting. The manager presented the board with two bids to have the heater in the pump room replaced with a larger size. The larger size will guarantee the temperature to be maintained at above freezing levels. With a Motion from Director Lawson, a second from Director Pacquette, upon vote, all were in favor of approving Elk Horn Heating and Airs bid of \$5,885.00 to replace with a 120k btu heater and EcoBee Thermostat.
- d) **Stonework Discussion:** It was discussed that the previously approved bid to have the stones on the clubhouse repaired have arrived from the new vendor however, the weather is not sufficient to be completed. The contractor will monitor the weather and have it completed as soon as possible. They are thinking Springtime.
- e) **Bollard at Gate:** It was recently discussed that the gate at the park was sinking. The board previously approved to have LMI correct this issue however, Andy with Metro Public Safety would like to have it addressed as he believes that it will save the District money. The board approved to withdraw the approval from LMI and allow Metro Public Safety to address it.
- f) **Monument at Clubhouse:** It was discussed that the board would like a marquee sign just outside the clubhouse. The marquee would provide the most

up-to-date events and meetings for the Metro District. The District Manager presented a draft of the bid to the board, to include an example. The board discussed moving the location and wanting to see something like what a local school has. The manager will continue to work on this project and provide updates accordingly.

### **Consent Agenda**

Approval of Minutes from meeting held October 22, 2024.

After discussion, upon a motion made by Director Martinez, seconded by Director Paquette and, upon vote, unanimously carried, the Board approved the Consent Agenda as presented.

### **Financial Matters**

Review of Funds, Budget, and Expenses from October 2024 Financial Matters.

- a) Review and Accept October 31, 2024, Financials – Director Lawson and Director Gordon approved.
- b) Review and Approval of Current Claims Paid (October 10<sup>th</sup>2024) – Director Lawson and Director Paquette approved.
- c) Review and Approval of Unpaid Bills (November 10,2024) – Director Lawson and Director Paquette Approved

### **Legal Matters**

- a) Review and Consider adoption of 2025 Annual Administrative Resolution with a motion by Director Lawson, a second by Director Paquette, upon vote all were in favor of approving the adoption of the 2025 Annual Administrative Resolution.
- b) Review and Consider Adoption of Resolution Calling Election with a motion by Director Lawson, a second by Director Paquette, upon vote all were in favor of approving the adoption of Resolution Calling Election.
- c) Review and Consider Approval of 2025 Disclosure Notice, with a motion by Director Lawson, a second by Director Paquette, upon vote all were in favor of approving the 2025 Disclosure Notice.

### **Director's Matters**

- a) Radiant Lighting Agreement for 2025. The board reviewed the agreement with Radiant Lighting upon motion from Director Martinez, a second by Director Lawson, and upon vote, all were in favor of approving the bid for lighting maintenance. The board would like the report to be sent to Director Lawson each month.
- b) Blue Tick Bid for additional prairie dog treatment was reviewed by the board. The board stated that the project was not budgeted for, and not effective. The manager stated that the company encourages homeowners to put a non-see-through barrier between the open space and that homeowners yard. It has been reported, by Blue Tick, that if the prairie dogs cannot see into the yards,

they will not burrow into them. The board rejected the additional bid, at this time.

**Adjournment** With no further business to discuss, upon a motion made by Director Martinez, seconded by Director Gordon and, upon vote, unanimously carried, the Board adjourned the meeting at 8:17 pm.

The next meeting will be held on Tuesday, January 28th, 2025, at 6:30 pm at the Tollgate Clubhouse.

Respectfully submitted,

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Secretary for the Meeting