



**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
CATHEDRAL PINES METROPOLITAN DISTRICT  
HELD FEBRUARY 12, 2018  
AT 2:00 P.M.**

Pursuant to posted notice, the special meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Monday, January 8 at 2 p.m., at 13977 Milam Rd., Colorado Springs, CO.

<u>Attendance</u>	<u>In attendance were Directors:</u>	<u>Also in attendance were:</u>
	Bart Atkinson, President	Kevin Walker, Walker Schooler District Management (WSDM)
	Jeff Parker	Jamie Adams, Warren Management
	Gregg Cawfield	Peter M. Susemihl, District Counsel

1. Call to Order:

President Atkinson called the meeting to order at 2:10 p.m.

2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures:

President Atkinson confirmed a quorum. Directors Potter and Courtright excused.

3. Approval of the Agenda: No changes were recommended for the Agenda.

4. Consent Agenda Items:

- a. Approval of Board Meeting Minutes from the January 8, 2018 Meeting
- b. Acceptance of Unaudited Financial Statements as of January 31, 2018, the schedule of cash position updated as of January 31, 2018 and bank statements
- c. Ratify signature on Snow Removal Contract

Director Cawfield made a motion to approve the Consent Calendar with some minor changes to the contract on snow removal, Director Parker seconded the motion. The motion passed unanimously.

5. Consideration of items removed from Consent Agenda

There were no items removed from the consent agenda.

6. Management Matters:

- a. Transition of management progress- Mr. Walker reported that this effort continues. Records that are needed for financial management have been received. This will continue for some time.

President Atkinson reviewed the status of the FEMA reimbursement which is influenced by required flood plain analysis and bookkeeping requirements.

- b. Contract Review - Landscape maintenance, Community Center management – Ms. Adams reported that she was seeking proposals on the landscape maintenance and would have that for the next meeting. Working on the scope of work to include trails, berms, etc.
- c. Update on Lodge and barn well status, Lodge landscape and trail cleanup – Ms. Adams discussed the need for new meters on the wells. State officials were requiring replacement by March 15. Board agreed to replace the meters. Discussion by the Board about updating signage about dogs being leashed and updating the street signs to clarify what is public and private road/driveway. President Atkinson requested that Director Potter be allowed to possibly store private furnishings in the barn. The Board was willing to allow this with an indemnity and for 90 days only.
- d. District Website update – launch projected on February 15, 2018
- e. SDA membership – Mr. Walker is seeking information on the insurance savings that will be gained if the District opted for SDA membership.

#### 7. Financial Matters:

- a. Approval of Payables for the Period Ending February 12, 2018 in the amount of \$9,347.80 – Motion by Director Parker to approve Payables, second by Director Cawlfild; motion passed unanimously.
- b. Mr. Walker reported that he was awaiting proposals from audit firms and will report on that at the next meeting.
- c. Mr. Walker asked for assistance in gaining additional signatories for the banking account. The Board was open to moving the checking account if recommended by the Manager. Mr. Walker will report on this matter at the next meeting.

#### 8. Legal Matters:

- a. Election update – Mr. Susemihl reported that the self-nomination forms were due on March 2, 2018.

#### 9. Public Comment:

There were no public comments.

#### 10. Other Business:

- a. Next Meeting  
March 12, 2018 at 2 p.m.

#### 11. Adjournment:

The meeting was adjourned at 3:17 p.m.

Respectfully Submitted,

---

By: Kevin Walker, District Manager

THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 8, 2017 MINUTES OF THE VENTANA METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

---

Bart Atkinson, President

---

Dan Potter, Director

---

Jeff Parker, Director

---

Jason Lee Courtright, Director

---

Gregg Cawfield, Director