

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
CATHEDRAL PINES METROPOLITAN DISTRICT  
HELD APRIL 19, 2022  
AT 1:00 P.M.**

Pursuant to posted notice, the special meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Tuesday, April 19<sup>th</sup> at 1:00 PM, at 13975 Milam Road, Colorado Springs, CO, and via telephone and video conference call.

In attendance were Directors:

Bill Heeter  
Lynn Shepherd  
Ecton Espenlaub  
Kevin Combs  
Rick Stauch

Also in attendance were:

Kevin Walker, Walker Schooler District Managers  
Rebecca Hardekopf, Walker Schooler District Managers  
Jamie Adams, Warren Management  
Jeremy Powell, Kimley-Horn  
Members of the Public

1. Call to Order: President Heeter called the meeting to order at 1:00 PM.

2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures: President Heeter confirmed a quorum was present. There were no additional disclosures made by Board Members.

3. Approval of the Agenda: Director Shepherd noted she may need to leave the meeting early and requested the Board discuss items 6 and 7 earlier in the Agenda. Ms. Hardekopf noted public comment will be held at the end of the meeting. The Board approved the Agenda as amended.

4. Approval of Board Meeting Minutes – Regular meeting on March 15, 2022, Special meeting on March 31, 2022, Special evening meeting on March 31, 2022: Director Espenlaub moved to approve the Board Meeting Minutes of Regular meeting on March 15, 2022; seconded by Director Shepherd. Motion passed unanimously. Director Espenlaub moved to approve the Minutes of Special meeting on March 31, 2022; seconded by Director Combs. Motion passed unanimously. President Heeter noted corrections to the Minutes of the Special evening meeting on March 31, 2022, to fix spelling and wanted to clarify the comment on Page 3 by resident John Kelley stating, “that the HOA looked at 3 possible dates but only scheduled one date”. Director Combs noted that the public sign in sheet should be removed, the Board agreed. After review, Director Stauch moved to approve the Minutes of the Special evening meeting on March 31, 2022 as amended; seconded by Director Shepherd. Motion passed unanimously. The Board discussed not posting the public sign-in sheet on the website due to personal information being provided.

5. Financial Update

- a. Review of Unaudited Financial Statements as of March 31, 2022: Director Shepherd left the meeting. The Board tabled this discussion.
- b. Approval of Payables for the Period Ending April 19, 2022: President Heeter discussed wanting a District credit card, so he does not have to wait for reimbursement and requested this discussion be added to the next meeting's Agenda. Mr. Walker presented the payables for the period ending April 19, 2022. After review, President Heeter moved to approve the Payables as presented; seconded by Director Espenlaub. Motion passed unanimously.
- c. Future Possibilities for Recovery Grants/Loans
  - i. Receiving \$305.91 from Safety and Loss Prevention Grant: Mr. Walker reported the District received \$305.91 from the Safety and Loss Prevention Grant.
- d. Reserve Study Update: There was no discussion.

#### 6. Lodge Management Update:

- a. Review and consider for adoption Lodge Management Contract with VenQ: Director Shepherd moved to approve and adopt the Lodge Management Contract with VenQ; seconded by Director Stauch. Motion passed unanimously.
- b. Update on Lodge Furniture: President Heeter reported the Lodge furniture shipment was delayed indefinitely by the carrier. President Heeter received new additional bids and the lowest one was for \$1,800 with delivery in four days. President Heeter moved to approve the purchase for shipment of the chairs not to exceed \$2,500; seconded by Director Espenlaub. Motion passed unanimously.
- c. Update on Patio Lights and Canopy: President Heeter reported he met with the canopy company and the cost ranges from \$8,000 to \$20,000. The Board agreed they are not interested in moving forward with a canopy at this time. Director Shepherd discussed patio market lights that are removable and plugged in with an extension cord that is discreetly positioned. Bids will be shopped for pole installations.
- d. Magnolia Sound System Update: Director Shepherd noted they are still waiting to hear back from Magnolia.
- e. Review and Define "Community Event": The Board discussed what the criteria is for a community event. It must be open to all members of the community and the event organizer must notify all residents of the event. The Board discussed notification by email with consent of the HOA and what is acceptable timing of notice. Notice posted on Nextdoor was also suggested. Director Espenlaub suggested that it must also be of the benefit to the community. The Board suggested a subcommittee to discuss this with a District Board member, a member of the HOA Board and a resident. Director Shepherd volunteered to be the District Board representative. Director Stauch commented that the statement at the Annual Meeting from a resident that the Board must approve Lodge events and rentals is incorrect. Ms. Hardekopf clarified that the Lodge Manager, VenQ approves Lodge events, and the renter signs a rental contract with the District.
- f. Director Shepherd reviewed the Lodge Management Report. The Board discussed the Chamber of Commerce annual membership that ranges from \$400 to \$1400 based on company size and includes networking and business marketing events.

#### 7. Landscaping Issues:

- a. Landscaping Survey Update: Mr. Powell reviewed the Landscaping Survey results. He noted the response received was very good. 57 people want the hybrid design, which was the majority with the next favored response being the green design, and no change was favored over the xeric design. Most important focus for Phase 1 was Milam entrance, second was Milam entrance median, and third was Millhaven roundabout. 78% was in favor of updating the

irrigation system. 57% was not in favor of updating or dredging the Vessey ponds. Mr. Powell discussed the written comments. 28% commented that they were willing to pay extra for landscaping, 20% commented no to the dredging of Vessey ponds, 14% commented that water efficient landscaping was important, 10% commented that irrigation is a must, 10% commented that they want roads updated, 8% commented no change on landscaping and want costs before deciding, 6% or 3 people want lower ponds updated, and 2 people commented on trails. A few comments were received about mailboxes, paying off bonds before spending anything else, and expense of the election. Mr. Powell suggested getting three hybrid designs for the Milam entrance and getting costs and sending out another survey. The Board discussed funding the landscaping and Mr. Walker noted the District is not able to get a grant for landscaping but could borrow money from the State or a bank which are options other than a bond. Mr. Powell discussed irrigation and the need for updating the system at the Milam entrance and other areas based on the data from the survey.

- b. Status of Vessey Ponds: There was no discussion.
- c. Speed Limit Signs on Community Roads: President Heeter reported they are waiting to hear back on the status of the signs.
- d. Request for Stop Lights at Milam/Shoup Intersection: President Heeter noted there is no update on the request for stop lights at the Milam and Shoup intersection yet.
- e. Update on Start of Annual Community Landscaping: President Heeter reported the start of the annual community landscaping is scheduled for the second week of May.
- f. Start-up of Ponds, Irrigation: Ms. Adams noted the start of irrigation needs to start a week early, so could be done this week or next depending on freezing temperatures. Solitude Lake Management will be providing a proposal for restocking the fish and cattails.

#### 8. Management Matters:

- a. Participation in Community Recycling Event: The Board discussed splitting the costs of the Recycling and Community Chipping Event with the HOA as done in the past. The Board discussed the recycling event is not specifically addressed in the service plan, but it has been done in the past and benefits the community. Director Stauch moved to participate in the Community Recycling Event and split the costs with the HOA and not to exceed \$2,000; seconded by Director Combs. Motion passed unanimously.
- b. Participation in Community Chipping Event: President Heeter moved to participate in the Community Chipping Event and split the costs with the HOA and not to exceed \$4,000; seconded by Director Shepherd. Motion passed unanimously. The Board discussed scheduling a community pond cleanup event before the chipping.

#### 9. Legal Matters:

- a. Process for Hiring New Legal Counsel: Mr. Walker discussed the process for hiring new legal counsel. Mr. Walker recommended a local Colorado Springs attorney, Jason Downie at Susemihl, McDermott, and Downie, P.C. versus the bigger firms in Denver. Mr. Walker noted he is reaching out to his banking contacts to see if they have any recommendations on a new firm.
- b. Election Process Update: Mr. Walker reported the District representative for the Canvass Board is Director Shepherd and he will reach out to a list of people to fill the spot of the non-Board member to the Canvass Board.

10. Public Comment: The Board opened the meeting to public comment. Mrs. Eisenhart of the public asked about community events, specifically Holly Quinn paying for community events. Mrs. Hardekopf noted she would need to know specific dates and speak with Holly Quinn about those

events. Mrs. Eisenhart also asked about the budget for landscaping. President Heeter and Director Combs explained that so far, the District has spent \$11,900 for the landscape planning and survey. She suggested that the District pays for the Chipping Event and the HOA does the Recycling Event to keep it separate and avoid service plan issues.

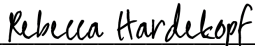
The Board thanked Director Combs for his service on the Board and the financial effort he has put forth. Director Combs commented that it has been an honor serving with the Board and working with Mr. Walker and Ms. Hardekopf and he learned a lot.

11. Other Business: Next Regular Board Meeting scheduled for May 17, 2022, at 6:00 P.M. New Board members will be seated at this meeting.

12. Adjournment: Director Stauch moved to adjourn the meeting; seconded by Director Espenlaub. Motion passed unanimously at 2:54 PM.

Respectfully Submitted,

DocuSigned by:



By: Rebecca Hardekopf, District Manager

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 19, 2022 MINUTES OF THE CATHEDRAL PINES METROPOLITAN DISTRICT.