



**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
CATHEDRAL PINES METROPOLITAN DISTRICT
HELD OCTOBER 24, 2022
AT 10:00 A.M.**

Pursuant to posted notice, the special meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Monday, October 24th at 10:00 AM, at 13975 Milam Road, Colorado Springs, CO, and via telephone and video conference call.

In attendance were Directors:

Bill Heeter
Lynn Shepherd
Ecton Espenlaub
Rick Stauch
Debbie Perry

Also in attendance were:

Kevin Walker, WSDM District Managers
Rebecca Hardekopf, WSDM District Managers
Jamie Adams, Warren Management
Jeremy Powell, Kimley-Horn
Laura Gardner, Gardner Law Firm

Public in attendance were:

Jennifer Eisenhart
Jim Eisenhart

1. Call to Order: President Heeter called the meeting to order at 10:00 AM.
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 Stauch moved to approve the Agenda; seconded by Director Espenlaub. Motion passed unanimously.
4. Approval of Board Meeting Minutes – October 10, 2022: Director Perry requested her PowerPoint presentation be attached with the Minutes. After review, Director Stauch moved to approve the October 10, 2022 Meeting Minutes as amended; seconded by Director Shepherd. Motion passed unanimously.
5. Long Term Landscaping Preliminary Review: Mr. Powell, with Kimley-Horn, discussed the long-term landscaping plan with the Board. He presented the Phase 1 plan projected for 2022–2024-time frame. Phase 2 projected for 2024-2026 – time frame. Phase 3 projected for 2024 - ...) time frame. Ms. Eisenhart commented to the board to keep in mind the landscape plan for mailboxes could encourage more theft with creating more hiding places. The Board agreed that would be kept in mind and Director Stauch requested that the public keep their comments for the “Public Comment” section on the agenda.

6. Other Issues

- a. Additional Parcel Box at Mailboxes Update: President Heeter reported the cost is higher than originally quoted due to the price of the parcel box doubling. The new proposal is for \$4,200 with installation in mid-November. After discussion, Director Stauch moved to amend the motion to approve the proposal for the additional parcel box not to exceed \$4,000; seconded by Director Espenlaub. Motion passed unanimously.
- b. Speed Limit Signs in Community: Director Espenlaub informed the Board that Chuck Dionne's focus on speed limit signs are the ones installed and were now missing. Chuck Dionne noted the 25 mph signs on Millhaven leaving Milan and Saxton have been re-installed and agreed to submit to the engineer for an additional sign on Foxchase leaving Milam.
- c. Storage Shed Area Clean-up: President Heeter is working on organizing a community volunteer work day to clean up the area around the barn of dead trees. The area is littered with dead tree branches, trunks and other debris, and distracts from the beauty of the entry into our community. No action was required; this was strictly informational. The subject will be resurrected in Spring 2023.
- d. Holiday Décor: Ms. Adams presented the 3 companies that proposed on cost for Holiday lighting at the Lodge. The lowest bid was for \$3,845 by Code 3 to install, however the District would not own, store, or maintain the lights. Ms. Adams pointed out to the board that the quotes are high because of the type of roof the Lodge has. After Discussion and hearing all proposals the board decided to postpone holiday lighting and re-evaluate the idea for next year, due to cost.

7. Financial Update

- a. 2023 Budget Discussion: President Heeter started to discuss the 2023 draft budget sent in by WSDM. Director Perry presented an updated power point presentation proposing the Sale of Lodge and a reduction in the O&M Mill Levy for 2023. She discussed the information she found out from the El Paso County Offices regarding what it would take to remove the Lodge and divide the land into two residential parcels. Director Perry provided a review of her proposal for reducing the general fund mill levy to 15 and leaving the debt service mill levy at 19. She anticipates it would reduce the property tax income from \$292,000 to \$223,000. Director Shepherd recommended getting feedback from the community regarding the Lodge before moving forward. Director Perry mentioned the need of a water attorney to get involved with the pond associated at the Lodge property. Director Perry estimated this cost would be around \$50,000 to the District. Ms. Gardner confirmed that in order to sell the Lodge, the District would need to hire a water attorney, however the District needs to take into consideration the additional District legal counsel services which could cost more than what is budgeted for. It would require legal work both from a water standpoint and regulatory due to changes required for the special district including a potential material modification to the Service Plan which requires approval from the Board of County Commissioners. Ms. Gardner noted it may also require a special election if the change is significant enough. Finally, Ms. Gardner expressed her concern that any discussions between governmental entities and its employees who are also Board members should be avoided to prevent the appearance of any conflicts of interest.

The board discussed this would also need to be presented to the Planning Commission for approval to rezone the land. Also, the Lodge would not be able to be sold as a residence as building codes are different from residential versus commercial properties. Mr. Walker said it is important to get community support behind this before anything happens as the County

Commissioners or Planning Commission will vote down any of these changes without that support.

The Board discussed the proposal to lower the general fund mill levy. Director Shepherd noted the potential high cost of the irrigation project. After detailed discussion on the budget line items, the Board agreed to wait until the RFP's are received for the irrigation project before determining the mill levy. The Board requested that Ms. Hardekopf bring to the board a 2023 Budget that projects a reduced O&M mill levy and a not reduced mill levy.

8. Legal Matters

- a. Assumption of Entry Monument Responsibilities: The Board discussed the responsibility of the entry monument and requested with Legal counsel to start the process of transferring that maintenance responsibility since the land is already owned by the Metro. The Board agreed to coordinate the transfer of responsibility to the Metro District with the HOA President and/or its HOA Legal Counsel.
- b. Application of HOA/ACC Guidelines to Metro District: Ms. Gardner informed the Board that the HOA/ACC Guidelines do not apply to the Metro District. She noted the Lodge is considered a facility and the documents were not executed that would require the District or Lodge to be subject to the HOA/ACC guidelines. She recommends following the guidelines as closely as possible to avoid conflict.

9. Public Comment: There was no public comment.

10. Other Business: Director Espenlaub requested approval to contact vendors for bids on pond liners. The Board approved Director Espenlaub's request.

11. Executive Session (§24-6-402(4)(f) C.R.S.)

- a. Discuss Management Contracts for 2023: The Board tabled this item.

12. Adjournment: The next Board meeting is scheduled for November 29, 2022 at 6:00 PM. The Board unanimously adjourned the meeting at 12:42 PM.

Respectfully Submitted,

Rebecca Harris

By: Rebecca Hardekopf, District Manager

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 24, 2022 MINUTES OF THE CATHEDRAL PINES METROPOLITAN DISTRICT.