

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
CATHEDRAL PINES METROPOLITAN DISTRICT
HELD JUNE 18, 2024, AT 9:00 A.M.**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Tuesday, June 18, at 9:00 a.m., at 13975 Milam Rd, Colorado Springs, CO and virtually via video/teleconference.

In attendance were Directors:

Bill Heeter
Ecton Espenlaub
Rick Stauch
Kevin Combs
Chris Meacham (absent)

Also in attendance were:

Rebecca Harris, WSDM District Managers

1. Call to Order: President Heeter called the meeting to order at 9:02 a.m.
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 Agenda: President Heeter added discussion on the second air conditioner unit. Director Espenlaub moved to approve the Agenda as amended; seconded by Director Stauch. Motion passed unanimously.
4. Approval of Board Meeting Minutes from May 28, 2024: Director Espenlaub clarified his motion 8.b. to include the not to exceed \$6,000. After review, Director Stauch moved to approve the meeting minutes from May 28, 2024 as amended. Director Espenlaub seconded the motion. Motion passed unanimously.
5. Financial Update
 - a. Review and consider approval of Unaudited Financials through May 31, 2024: Ms. Harris presented the Unaudited Financials through May 31, 2024. After review, Director Stauch moved to approve the Unaudited Financials through May 31, 2024; seconded by Director Combs. Motion passed unanimously.
 - b. Ratify and consider approval of payables through the period ending June 18, 2024: Ms. Harris presented the payables through the period ending June 18, 2024. She added the reimbursement for Director Espenlaub for \$119.92. After review, Director Stauch moved to approve the payables through the period ending June 18, 2024 as amended; seconded by Director Combs. Motion passed unanimously.

6. Lodge Management Update

- a. Review May Lodge Report: President Heeter updated the Board on Lodge activity and bookings. The Board discussed marketing for small business and corporate events.
- b. Update on A/C Units: President Heeter reported that he approved the Fountain Valley proposal for the A/C replacement. President Heeter noted that both small units stopped working last week. After discussion, Director Stauch moved to approve replacement of the two smaller A/C units for the amount not to exceed \$6,000 including repairs and maintenance; seconded by Director Espenlaub. Motion passed unanimously.
- c. Update on Lodge Varnishing of South Side: Ms. Harris is working on scheduling the Lodge varnishing to not interfere with events.
- d. Update on Seal Coat/Crack Filling/Striping of Lodge Drive: The seal coat, filling and striping is scheduled for July 8 – 15.
- e. Lighting of Lodge Entrance and Monuments: President Heeter reported the electrician could not locate any existing electrical lines at the entrance or monuments. The proposal for the trenching is \$550 that is needed before adding the electrical lines. Director Stauch moved to authorize up to \$600 for the electrical trenching proposal; seconded by Director Espenlaub. Motion passed unanimously.
- f. Update on Lodge Manager Incentive Plan: President Heeter reported that the Lodge Manager Incentive Plan was presented to Ms. Buchholtz and she approved it.

7. Landscaping Matters

- a. Chipping Event Recap: Ms. Harris provided a chipping event recap. There were 68 piles picked up.
- b. Update on Status of Milam Median Landscaping: Director Espenlaub provided an update on the Milam median landscaping and irrigation. The Board discussed the previous contract with 101 Landscaping for the irrigation and problems with the system. Ms. Harris recommended having legal counsel review this issue. The Board requested that 101 Landscaping address the problems with the faulty irrigation system. The Board directed Director Stauch and Director Espenlaub to coordinate a list of concerns to send to Ms. Harris.
- c. Review and consider approval of Dry Creek proposal: The Board discussed extending the landscaping plan with the area around the mail kiosk instead of doing the dry creek bed.
- d. Discuss landscaping around mailboxes in relation to new enclosure: Director Stauch noted he is still waiting for the landscaping plan around the mail kiosk. The Board discussed removing the dead tree and working directly with Tall Timbers.
- e. Discuss the Annual Flower plantings at Lodge: The Board discussed the annual flower plantings at the Lodge.

8. Community Matters

- a. Mailbox Security Committee Update: Director Stauch and Director Espenlaub discussed potential lock options for the fence.

9. Legal Matters

- a. Review and consider the Agreement with 4120 Foxchase Way: The Board discussed the 4120 Foxchase Way access and road issue and agreed to table this item to allow time for the HOA to decide whether the driveway that was installed was authorized. The Board discussed considering an agreement for access to the detention ponds once a decision has been made.

10. Other Business

- a. Board Member feedback process through Kevin W: Ms. Harris provided an update on the Board member feedback process and noted that she is now the President of WSDM District Managers as of July 1st and Mr. Walker has taken on a new position with the City. Board member feedback included meeting length and HOA involvement and participation at meetings.
- b. Update on Dog Waste Stations: The Board discussed the three new dog waste stations.
- c. The Board discussed the potential vacant position on the Board and seeking candidates to fill the position.

11. Public Comment: There was no public comment.

12. Adjournment – Director Stauch motioned to adjourn the meeting at 10:47 a.m.; seconded by Director Combs. Motion passed unanimously.

Respectfully Submitted,

Rebecca Harris

By: Rebecca Harris, District Manager