

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
CATHEDRAL PINES METROPOLITAN DISTRICT  
HELD AUGUST 20, 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, August 20, 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 (Excused)  
Kevin Combs

Also in attendance were:

Rebecca Harris, WSDM District Managers  
Beth Diana, WSDM District Managers  
Shalece Buchholtz, Lodge Manager  
Travis Mark, TWM

1. Call to Order: President Heeter called the meeting to order at 9:16 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. Discuss Director Meacham Resignation and Board Vacancy: The Board discussed that they have not received any letters of interest yet.
4. Approval of Agenda: President Heeter moved the Lodge Management Update next on the Agenda. President Heeter moved to approve the Agenda as amended; seconded by Director Combs. Motion passed unanimously.
5. Lodge Management Update
  - a. Review July Lodge Report: The Board reviewed the July Lodge Report with Ms. Buchholtz and Mr. Mark. The Board discussed and approved the replacement of the microphone.
  - b. Discussion holiday and business rental plan: The Board discussed the upcoming holiday season and sending communication to residents about booking an event.
  - c. Update of Asphalt work: Ms. Harris and the Board discussed the asphalt work and repairs that were made. The Board noted it looks significantly better.
  - d. Lighting of Lodge Entrance and Monuments: President Heeter provided an update on the lighting of Lodge entrance and monuments.
  - e. Review and consider acceptance of proposal for Holiday Decorations at Lodge: President

Heeter noted they have not received the proposal yet for holiday decorations and lighting at the Lodge.

- f. Planned Update of Lodge Bridal Room in 2025: The Board discussed needed updates to the Bridal Room that will be further explored for 2025.
  - g. Lodge Manager maternity plan: Ms. Buchholtz and the Board discussed her upcoming maternity leave plan.
6. Approval of Board Meeting Minutes from July 16, 2024: After review, President Heeter moved to approve the meeting minutes from July 16, 2024 with the typo corrected; seconded by Director Espenlaub. Motion passed unanimously.
7. Financial Update
- a. Review and consider approval of Unaudited Financials through July 31, 2024: Ms. Harris presented the Unaudited Financials through July 31, 2024. After review, Director Combs moved to approve the Unaudited Financials through July 31, 2024; seconded by President Heeter. Motion passed unanimously.
  - b. Ratify and consider approval of payables through the period ending August 20, 2024: Ms. Harris presented the payables through the period ending August 20, 2024. Ms. Harris added the reimbursement for Director Espenlaub in the amount of \$329.16. After review, Director Combs moved to approve the payables through the period ending August 20, 2024 as amended; seconded by President Heeter. Motion passed unanimously.
  - c. Begin planning for capital spending and mill levy discussion for 2025: The Board discussed planning for 2025 capital spending.
7. Landscaping Matters
- a. Second Chipping event notification: The Fall Chipping Event begins September 30<sup>th</sup> and will be advertised on the website and newsletter.
  - b. Storage Shed area cleanup – Confirm dates and notice for Volunteers: President Heeter discussed needing more volunteers for cleanup events.
  - c. Update on Milam Median Landscaping: Director Espenlaub provided an update on the Milam median landscaping. The Board discussed adding an arrow to the Cathedral Pines sign at Shoup. The Board discussed the communication to 101 Landscaping regarding the landscaping issues. Ms. Harris noted the letter is still in progress.
  - d. Review and consider acceptance of proposal to collect and dispose of dead trees along trail: President Heeter discussed an offer to collect and dispose of dead trees along the trail. The dead trees will need to be removed and placed for pickup, and President Heeter suggested scheduling an event and utilizing volunteers for cutting down the dead trees and limbs. The Board discussed adding volunteers to the workers’ compensation policy for the day.
  - e. Status of Dog Waste Station installation: The Board discussed the locations of the dog waste stations.
8. Community Matters
- a. Mailbox Security Committee Update: The Board discussed the mailbox security fence options and expanding the size of the packaging area.
9. Legal Matters: There were no legal matters.
10. Other Business
- a. The Board discussed whether they will need to stock fish in the pond next year and agreed to

reconsider in the Spring. The Board discussed revisiting the landscaping plans and priorities regarding Vessey and cleaning up the community entrances.

b. Update on Board Vacancy: There was no additional discussion.

11. HOA Board Update: Mr. Blalock provided an HOA Board update and discussed ACC enforcement.

12. Public Comment: There was no public comment.

13. Adjournment: President Heeter moved to adjourn the meeting at 11:00 a.m.; seconded by Director Combs. Motion passed unanimously.

Respectfully Submitted,

*Rebecca Harris*

By: Rebecca Harris, District Manager