

**MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE  
CATHEDRAL PINES METROPOLITAN DISTRICT WAS  
HELD JUNE 25, 2025, AT 9:00 AM**

Pursuant to posted notice, the special meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Wednesday, June 25, at 9:00 a.m., at 13975 Milam Rd, Colorado Springs, CO and virtually via video/teleconference.

**Attendance:**

In attendance were Directors:

Bill Heeter	President
Rick Stauch,	Vice President
Kevin Combs,	Treasurer
Ecton Espenlaub,	Secretary
Scott Gassen	Director

Also in attendance were:

Rebecca Harris	WSDM Managers
Danielle Dagle-Chavez	WSDM Managers
Laura Gardner	Gardner Law

**MINUTES**

**1. Call to Order:**

The meeting was called to order at 9:01 am by President Heeter.

**2. Declaration of Quorum/Director Qualifications/ Disclosure Matters:**

President Heeter indicated that a quorum of the Boards was present, stating that each Director has been qualified as an eligible elector of the District pursuant to Colorado law. The Directors confirmed their qualifications. Ms. Harris informed the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Harris reported that no existing conflicts of interest existed. Ms. Harris inquired into whether members of the Boards had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain quorum or otherwise enable the Board to act.

**3. Approval of Agenda:**

Director Stauch moved to approve the Agenda as amended to add item 7.f update on AC units, 9.e A&E Electric proposal for light repair, and remove Executive session from agenda; seconded by Director Combs. Motion passed unanimously.

**4. Appointment of Board Officer Positions:** After discussion President Heeter moved to keep current Board officer positions; seconded by Director Espenlaub. Motion passed unanimously.

**5. Approval of April 22, 2025 Special Board Meeting Minutes:**

After review, Director Combs moved to approve April 22, 2025, Special Board Meeting Minutes as amended; seconded by Director Stauch. Motion passed unanimously.

6. Financial Matters:

- a. Approve Unaudited Financial Reports through May 31, 2025: Ms. Harris presented the unaudited financials. After discussion, Director Combs moved to approve the Unaudited Financial Reports through May 31, 2025, as presented; seconded by Director Espenlaub. Motion passed unanimously.
- b. Ratify and Approve Payables through June 25, 2025: Ms. Harris presented the Payables for the period. Ms. Harris confirmed she will follow up with RePave about their repair work and LanndTech about their monthly invoice. After discussion, Director Combs motioned to approve the payables as amended to add \$34.93 reimbursement to Director Espenlaub and remove payment to RePave until after repairs are completed; seconded by Director Stauch. Motion passed unanimously.

7. Lodge Management Update:

- a. Review Lodge Performance: This item was tabled.
- b. Discuss permanent tree lights: Director Stauch presented three proposals for lighting around the Lodge to include: LandTech for \$13,300, Lighthouse for three options ranging between \$9,605 and \$18,490, and Code 3 Christmas Lights for three options ranging from \$10,884 to \$13,976. After discussion, President Heeter moved to authorize Director Stauch to coordinate lighting around the Lodge with Code 3 Christmas lights for a not-to-exceed amount of \$22,000, including landscape work for the walkway pedestal lights.
- c. Update on Asphalt Repairs: President Heeter provided an update on Asphalt Repairs. After discussion Ms. Harris confirmed she will reach out to RePave to get an update on the repairs at the Lodge Entrance and a new quote for the Trench area as you drive into the Lodge, as well as review the old invoices with C&H to see what was paid for.
- d. Status of Outdoor Benches: Director Combs provided an update.
- e. Review and consider approval of water heater proposal: President Heeter presented the one bid received. After discussion the board agreed to table the decision until additional bids are received.
- f. Update on AC units: Ms. Harris will review the Reserve Study to get a cost idea. At this time the Board would like to receive bids on replacement of units.

8. Landscaping Matters:

- a. Update on Median/ Cul de sac: No discussion was had.
- b. Proposal for Lodge Entrance Landscaping: Director Stauch reviewed the Lodge Entrance Landscaping and proposed the board table a decision until the planters are figured out. Board agreed.
- c. Review and consider approval for Edging mulch and waterproof planter proposal: Director Stauch presented the proposals. After discussion Director Stauch moved to ratify approval of the edging and mulch proposal and table the decision for the waterproof planters until the leaking is figured out; seconded by Director Combs. Motion passed unanimously.
- d. Chipping Event Follow-up: No discussion was had.
- e. Review and Consider Fish restocking proposal: Ms. Harris presented the proposal of stocking the pond with 300 bluegill, 300 perch, and 6 Triploid Grass Carp for \$3,000. After discussion the Board directed Ms. Harris to get clarification on the benefits or purpose of the bluegill and perch. Director Espenlaub moved to approve the proposal

if they serve a purpose to help maintain the pond life otherwise remove those from the costs and clarify which ponds are being stocked; seconded by Director Stauch. Motion passed unanimously.

9. New Business:

- a. Update on Firewise Program: Director Gassen presented a proposal to the Board to engage a contractor to help analyze the community's status. After discussion the board agreed to table this decision until another proposal is obtained.
- b. Cistern Update: President Heeter provided an update on the cisterns and their status for need of maintenance. He is working with Colorado Pump to obtain an estimate on costs to fix the Foxchase cistern air leak.
- c. Update on CP Milam/ Shoup Monument Mileage Engraving: President Heeter found a contractor that can complete the engraving for about \$600 and should be able to complete the work by mid-July.
- d. Discuss Board succession Plan: After detailed discussion the Board directed Ms. Harris and Ms. Gardner to work together on creating a list of options and steps on how the Metropolitan District and HOA could combine efforts and services.
- e. A&E Electric proposal for light repair: President Heeter presented the proposal from A&E Electric to repair the light. Board agreed to table the decision until additional bids are received.

10. Public Comment: There was no public comment.

11. Legal Update: Ms. Gardner provided an update regarding litigation efforts and nothing to do at this moment until we hear a response from 101 Landscaping attorney.

12. Adjournment: President Gassen motion to adjourn the meeting at 12:15 pm and cancel July 15, 2025 regular scheduled meeting; seconded by Director Stauch. Motion passed unanimously.

*Rebecca Harris*

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Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 25, 2025, SPECIAL MEETING MINUTES OF THE CATHEDRAL PINES METROPOLITAN DISTRICT.

*Ecton Espenlaub*

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Ecton Espenlaub (Aug 19, 2025 14:25:33 MDT)

Approved by: Secretary of the Board










# CPMD 6-25-2025 Meeting Minutes

Final Audit Report

2025-08-19

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