

**CATHEDRAL PINES METROPOLITAN DISTRICT
NOTICE OF SPECIAL MEETING
BOARD OF DIRECTORS**



Wednesday, March 26, 2025, at 9:00 AM (MST)
Cathedral Pines Lodge
13975 Milam Rd.
Colorado Springs, CO 80908
Or

Please join meeting from your computer, tablet or smartphone.

<https://video.cloudoffice.avaya.com/join/161846385>

You can also dial in using your phone.

United States: [+1 \(213\) 463-4500](tel:+12134634500)

Access Code: 161-846-385

Public Welcome

***We encourage our attendees to participate in person; however, if you choose to join virtually, please have your camera on so we can get to know everyone a little better. Please do not use the Chat option to submit questions.**

Board of Director	Title	Term Expiration
Bill Heeter	President	May 2027
Rich Stauch	Vice President	May 2025
Kevin Combs	Treasurer	May 2027
Ecton Espenlaub	Secretary	May 2025
Scott Gassen	Director	May 2025 (appointed until May 2025)

AGENDA

- 1. Call to Order**
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
- 3. Approval of Agenda**
- 4. Approval of Board Meeting Minutes** –Meeting minutes of January 21, 2025 and Annual Meeting minutes of February 18, 2025 (enclosure)
- 5. Financial Update**
 - a. Review and consider approval of Unaudited Financials through February 28, 2025 (enclosure) – Kevin C
 - b. Ratify and consider approval of payables through the period ending March 18, 2025 (enclosure) – Kevin C
 - c. Status on application for Credit Card – Bill
- 6. 2025 Budget and Mill Levy Discussion**
 - a. Recap of Key Capital Spending Plan for 2025 – All

7. **Lodge Management Update**
 - a. Review February Lodge Report (enclosure) – Bill
 - b. Review of Bride and Groom’s Rooms (enclosure) – Bill
 - c. Discuss permanent tree lights for Lodge - Bill
 - d. Status of Lodge Manager 2025 Independent Contractor’s Agreement and 2025 Incentive Plan – Rebecca/Laura/Bill

8. **Landscaping Matters**
 - a. Update on water leak outside Lodge entrance – Ecton
 - b. Status update on mail kiosk landscaping plans with drawings – Rick
 - c. Median/ Cul de sac drawings and estimates – Rick
 - d. Review proposed 2025 Chipping event dates – Bill/ Rebecca
 - i. Tall Timbers dates: Spring Chipping event 5/27-6/2; Fall Chipping event 9/29-10/3

9. **Annual Meeting Recap**
 - a. Discuss and approve to postpone Mail Kiosk Security Fencing

10. **Legal Matters**
 - a. Status of 101 Landscaping issues - Laura
 - b. Status of insurance claim for mail kiosk lighting - Rebecca

11. **2025 Election Status update** – Rebecca (through Teak)
 - a. Review and adopt Resolution to Cancel the May 6, 2025, Election (enclosed)

12. **New Business**
 - a. Update on Firewise Program – Scott
 - b. Cistern Update – Bill
 - c. Discuss the combination for HOA and Metropolitan District - Bill

13. **Public Comment** (Items Not on the Agenda Only. Comments are limited to 5 minutes per person and taken in the order in which they appear on the sign-up sheet or if joined virtually in order as they appear on the host screen)

14. **Executive Session §24-6-402(4)(b) and (e), C.R.S. -**
 - a. Conference to receive legal advice regarding concerns with work done by 101 Landscape.

15. **Adjournment** – The next regular scheduled meeting is on April 15, 2025, at 9:00 am

YSDM MANAGERS

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**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
CATHEDRAL PINES METROPOLITAN DISTRICT WAS
HELD JANUARY 21, 2025 AT 9:00 AM**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Tuesday, January 21, 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 (attended via teleconference)
Scott Gassen

Also in attendance were:

Rebecca Harris, WSDM District Managers
Brenda Juarez, WSDM District Managers
Laura Gardner, Gardner Law
Shalece Buchholtz, Adorkably Yours

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: Director Espenlaub moved to approve the Agenda as amended; motion was seconded by Director Stauch. Motion passed unanimously.
4. Approval of Board Meeting Minutes: Director Stauch moved to approve the meeting minutes from November 19, 2024; motion was seconded by Director Gassen. The motion passed unanimously.
5. Financial Update:
 - a. Review and consider approval of Unaudited Financials through December 31, 2024: Ms. Harris presented the unaudited financials through December 31, 2024. After discussion, Director Stauch moved to approve the Unaudited Financials through December 31, 2024; motion was seconded by Director Espenlaub. Motion passed unanimously.
 - b. Ratify and consider approval of payables through the period ending January 21, 2025: Ms. Harris presented the payables. Director Espenlaub requested to add reimbursement of \$275.71 for the installation of the garbage disposal. The Board directed Ms. Buchholtz to research the reason the Lodge had three phone lines. After review, Director Espenlaub moved to approve the payables through January 21, 2025, as amended; motion was seconded by Director Stauch. Motion passed unanimously.
 - c. Discuss Cathedral Pines Credit Card-Bill: The Board discussed the options for a District credit card. Director Stauch motioned to acquire a credit card with a cap of \$1500.00 per month and to have the Board's President and Secretary to be approved signers; motion was

seconded by Director Gassen. Motion passed with President Heeter abstaining.

- d. Review and approve spending authorization for Lodge Manager: The Board discussed the Lodge manager having the authorization to call a vendor from an approved contractor for maintenance and repairs to the Lodge. After discussion the Board directed Ms. Harris and her team to work on acquiring hourly rates for various vendors.

6. 2025 Budget and Mill Levy Discussion:

- a. Recap of Capital Spending Plan for 2025-ALL: Ms. Harris advised that the capital expenses for 2025 was \$85,000, and that it included repairs to the cul-de-sac, medians, \$15,000 for Lodge benches and bridal suite, and \$30,000 for the mail kiosk. Ms. Harris noted that there was \$10,000 in the contingency fund for finishing the asphalt.

7. Lodge Management Update:

- a. Review December Lodge Report: President Heeter provided a Lodge Reservation update.
- b. Status of Remodel of Bride and Groom's Rooms: President Heeter provided an update on the remodel highlighting that we are currently below budget by \$4000. Discussion was had regarding the repairing or replacing of the carpet. The Board decided to replace the carpet tiles with the original purchase rather than accept the proposed substitute.
- c. Discuss and consider approval for Outdoor Benches: Director Combs advised the 12 benches could seat about 96 people, and the cost was about \$200.00 per bench. Director Combs stated he would present the prototype to the committee for approval in February. Discussion was had regarding the cost of the maintenance for the benches.
- d. Discuss reconciliation of 2024 Lodge Revenue: Ms. Harris discussed that the earned revenue through December was \$117,000. She further gave a detailed overview of the Lodge revenue, earned versus unearned cash.
- e. Discussion of 2024 Lodge Manager Incentive Plan: Board tabled this discussion for executive discussion.
- f. Status of Lodge Manager 2025 Independent Contractor's Agreement and 2025 Incentive Plan: Board tabled this discussion for executive discussion.

8. Landscaping Matters:

- a. Update on underground water leak outside Lodge entrance: Director Espenlaub provided an update and after discussion the Board agreed to have Director Espenlaub coordinate with Mrs. Buchholtz to turn the water off and and hire Down to Earth to excavate the area to determine and repair the origin of the leak.
- b. Status of mail kiosk fence proposal and drawings: Director Stauch provided an update and presented the drawings of the landscaping and the fence. The board discussed that the proposal would be presented at the annual meeting. Discussion was had the total cost of the mail kiosk fence and landscaping would be about \$50,000. Ms. Harris noted that the District and the HOA should have communication regarding the kiosk and that a written agreement should be provided when considering programming codes.
- c. Review and consider approval of proposal from LandTech for landscape upgrade: Director Stauch reported that the proposal was for the maintenance of the cul-de-sacs for re-mulching or resurfacing the rock and getting rid of the dead trees. Land Tech stated they would give a 10% discount if the Board approved the proposal early in the year and that maintenance would begin as soon as the weather allows. President Heeter motioned to approve the proposal from LandTech for the landscape upgrade pending the proposal not to exceed \$30,000 and subject to council's review, seconded by Director Gassen. Director Espenlaub

opposed the motion. Motion passed with a vote four to one.

9. Annual Meeting Discussion:

- a. Preparation and Timetable: President Heeter asked the Board to review and amend the annual meeting presentation and return amendments to him by the end of the month. President Heeter advised Ms. Harris would make any editions and send the final presentation once it was updated.
- b. Presentation Responsibilities: The Board directed President Heeter to be the presenter.
- c. Menu will be Pei Wei Asian Cuisine: The Board decided to have Pei Wei Asian Cuisine cater.
- d. Discuss virtual option for the meeting: The Board decided to keep the virtual option for those in the community who only wanted to listen and not participate.

10. Legal Matters:

- a. Status of 101 Landscaping Letter: Discussed in Executive session
- b. Update on potential sale of Barn: Director Stauch discussed there was no update, and the sale would not be advantageous for the District. Director Stauch advised he would revisit the option of LandTech leasing the barn. The Board directed Ms. Harris to review and possibly researching lowering the insurance policy regarding the Barn and the liability risks involved.
- c. Status of insurance claim for mail kiosk lighting: Ms. Harris advised she would research the insurance deductible and parameters of the claim.

11. 2025 Election Status Update: Ms. Harris provided an update about the status of the 2025 election and noted that after March 4th the Board could determine if an election is canceled.

12. New Business:

- a. Renew Firewise Community Discussion: Discussion was had regarding becoming a Firewise Community. The Board designated Director Gassen to address the idea with the HOA Board.
- b. Homeowners Insurance Premiums Discussion: President Heeter discussed the possibility of homeowners not being able to secure insurance due to the fire hazard. Director Gassen advised some insurance companies required the home to be within 1000 ft of a fire hydrant.

Board reviewed a memo from WSDM regarding legal responsibility to maintain and inspect the cisterns. President Heeter motioned to have the legal counsel research the responsibility of inspecting and maintaining the cisterns and report the findings to the Board in March, seconded by Director Stauch. Motion passed unanimously.

- c. Lodge Tree Lighting: The Board discussed leaving the tree lighting permanently. Ms. Gardner advised that the District was a governmental entity and therefore not subject to comply with the HOA's guidelines. President Heeter stated he would get a proposal and would report the proposals to Ms. Harris to share with the Board.

Director Stauch inquired about combining the HOA and the District and asked legal counsel if it was permissible. Ms. Gardner stated she would advise the Board in a future discussion in an executive decision.

13. Public Comment: There was no public comment.

14. Executive Session: Director Stauch motioned to enter executive session at 11:36 a.m.; seconded by Director Espenlaub. Motion passed unanimously

Director Espenlaub motioned to exit executive session at 1:23 p.m.; seconded by Director Stauch. Motion passed unanimously.

Director Stauch motioned to approve a \$7500 bonus to Adorkably Yours, Inc for sales efforts in 2024; seconded by Director Gasses. Motion passed unanimously.

Director Stauch motioned to adopt and approve the incentive threshold tiered system concerning Adorkably Yours, Inc. in 2025 as described as follows. The District agreed to offer to pay a base fee of \$3500 per month and to adopt an incentive plan for revenue earned above \$100,000.

All incentive revenue will be incrementally increased by 5% for every \$25,000 above \$100,000 starting at 20 % and capping at 30%.

Seconded by Director Gassen. Motion passed unanimously.

15. Adjournment: Director Espenlaub motioned to adjourn the meeting at 1:30 p.m., seconded by Director Stauch, next scheduled board meeting is February 18, 2025 at 6:00 p.m. Motion passed unanimously.

Respectfully Submitted,

By: Rebecca Harris, District Manager

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 21, 2025 REGULAR MEETING MINUTES OF THE CATHEDRAL PINES METROPOLITAN DISTRICT.

YSDM MANAGERS

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**MINUTES OF ANNUAL MEETING OF THE BOARD OF DIRECTORS OF THE
CATHEDRAL PINES METROPOLITAN DISTRICT WAS
HELD FEBRUARY 18, 2025 AT 6:00 PM**

Pursuant to the posted notice, the annual meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Tuesday, February 18, at 6:00 p.m., 13975 Milam Rd, Colorado Springs, CO.

In attendance were Directors:

Bill Heeter
Ecton Espenlaub
Rick Stauch (attended via teleconference)
Kevin Combs (absent)
Scott Gassen

Also in attendance were:

Rebecca Harris, WSDM District Managers
Danielle Dagal-Chavez, WSDM District Managers
Beth Diana, WSDM District Managers
Robert Gardner, Gardner Law
Laura Gardner, Gardner Law
Shalece Buchholtz, Adorkably Yours
29 Members of the Public (List of attendees kept on record at WSDM's office)

1. Call to Order: Meeting was called the meeting to order at 6:05 pm
2. Introduction: President Heeter introduced the Board of Directors, Management team, and Legal Counsel. He provided a detailed description on the different roles and responsibilities the Metropolitan District, the Homeowners Association, El Paso County, and the United States Postal Service provide to the community.
3. Board Accomplishments in 2024 by Area of Responsibility: President Heeter highlighted the Metropolitan Districts accomplishments they achieved in 2024.
4. Board Objectives for 2025: President Heeter reviewed the goals the Metropolitan District Board has established to accomplish during the 2025 calendar year.
5. Long-Term Strategic Issues for the Community: President Heeter reviewed with the community the upgrades made to the Milam Median Irrigation and Landscape improvements. He then provided a plan to the community for the Metropolitan District Board to continue the landscape upgrade, focusing on the col-de-sacs in the community.
6. Nearby Community Update President Heeter provided an update on Flying Horse North and Estates at Cathedral Pines Developments.
7. Financial Report: Mrs. Harris reviewed the current unaudited financials and the status of the current district debt status.

8. Community Feedback on Proposed Mail Kiosk Initiative: President Heeter reviewed the concerns around the Mail Kiosk and security and the Metropolitan Districts proposed plan to remediate concerns. After detailed discussion and feedback from the community the direction provided was to postpone the current plan until the community or Metropolitan District feel there is a continued need for it.
9. Open Forum: Mr. Kappel inquired into the financials provided; specifically highlighting the insurance cost on the budget anticipating any increase in rates, current Board's plan and discussion on decreasing mill levies, election costs being reserved if the election ends up cancelled, utilities for the general fund and the reason for an increase in the budget, and an understanding if we collect more in Lodge Revenue than anticipated and how those funds would be used.

Mrs. Harris addressed Mr. Kappel's inquiries noting; that the 2025 insurance budget is based on the proposal received from the insurance company, the Board is anticipating being able to decrease mill levies for the 2026 collection year, confirmed if an election is canceled the budget of \$20,000 would roll over into the carrying balance for the District, utilities are anticipated higher because the pump for the pond is running longer and prior years was shut off for the repairs and projects, and confirmed any additional Lodge Revenue earned is to be carried in our ending balance.

There was a general discussion around Fire Protection, cisterns, and impact to resident's home insurance.

Director Gassen commented that he is working on a plan to try to help get the community named as a Fire Wise Community.

10. Adjournment: Meeting was adjourned at 7:48 pm.

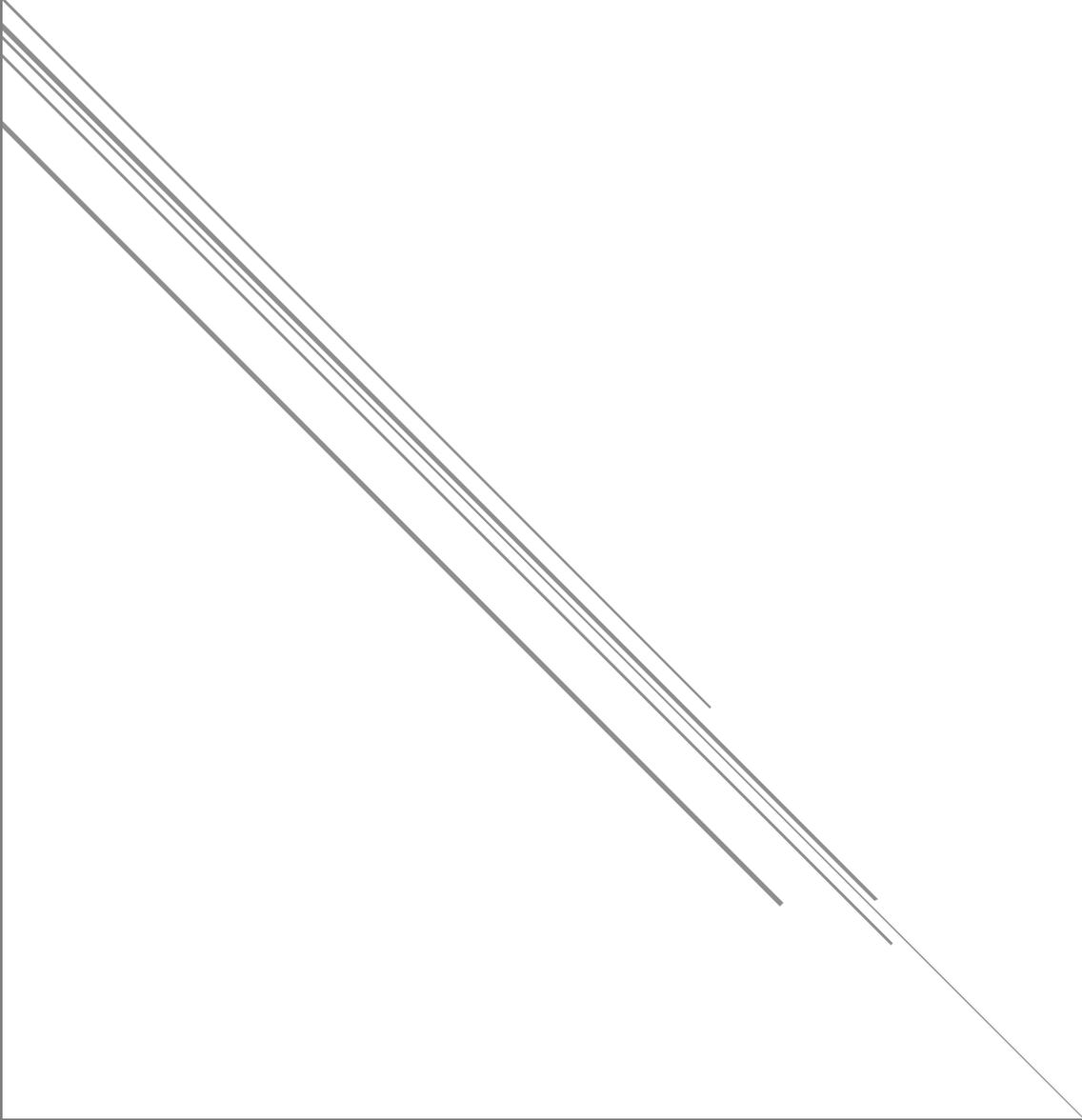
Respectfully Submitted,

By: Rebecca Harris, District Manager

THESE MINUTES ARE APPROVED AS THE OFFICIAL JANUARY 21, 2025 REGULAR MEETING MINUTES OF THE CATHEDRAL PINES METROPOLITAN DISTRICT.

YSDM MANAGERS

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Cathedral Pines Metropolitan District

Balance Sheet

03/14/25

As of February 28, 2025

Accrual Basis

	Feb 28, 25
ASSETS	
Current Assets	
Checking/Savings	
ECB Debt Service Fund	153,538.28
ECB - General Fund New Reserve	61,945.55
ECB - General Fund New - Other	131,614.06
Total ECB - General Fund New	193,559.61
MM - CSafe Bond Fund UMB	0.53
Total Checking/Savings	347,098.42
Accounts Receivable	
Accounts Receivable	13,875.00
Total Accounts Receivable	13,875.00
Other Current Assets	
Prop Tax Rec - Debt Svc	307,619.78
Prop Tax Rec - Gnl Fund	342,870.19
Total Other Current Assets	650,489.97
Total Current Assets	1,011,463.39
Fixed Assets	
Construction in Process	261,368.00
Community Center	
Accum Depreciation	-710,712.00
Original Cost	1,328,384.00
Total Community Center	617,672.00
Equipment	
Accum Depreciation	-2,668.00
Equipment - Other	13,922.00
Total Equipment	11,254.00
Parks, Trails & Monument	
Accum Depreciation	-737,941.00
Parks, Trails & Monument - Other	1,006,154.88
Total Parks, Trails & Monument	268,213.88
Streets, Signs & Lights	60.92
Total Fixed Assets	1,158,568.80
TOTAL ASSETS	2,170,032.19
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	64,271.80
Total Accounts Payable	64,271.80
Other Current Liabilities	
Accrued Interest - DSvc	17,246.00
Deferred Revenue - Lodge Events	42,479.75
Deferred Prop Tax - DSvc	307,619.78
Deferred Prop Tax - Gnl	342,870.19
Total Other Current Liabilities	710,215.72
Total Current Liabilities	774,487.52

Cathedral Pines Metropolitan District

Balance Sheet

03/14/25

As of February 28, 2025

Accrual Basis

	Feb 28, 25
Long Term Liabilities	
Bonds Payable 2016	
Bond Premium 2016	
A/A Bond Premium 2016	-141,298.36
Bond Premium 2016 - Other	414,881.70
Total Bond Premium 2016	273,583.34
Bonds Payable 2016 - Other	4,175,000.00
Total Bonds Payable 2016	4,448,583.34
Total Long Term Liabilities	4,448,583.34
Total Liabilities	5,223,070.86
Equity	
Debt Svc / Cap Proj Funds	155,805.00
General Fund-Restricted	8,054.00
General Fund-Unrestricted	33,873.00
Gov't Wide Fund Balance	-3,628,512.79
32000 · Retained Earnings	402,555.48
Net Income	-24,813.36
Total Equity	-3,053,038.67
TOTAL LIABILITIES & EQUITY	2,170,032.19

Cathedral Pines Metropolitan District

Profit & Loss Budget vs. Actual

January through February 2025

General Fund

	TOTAL			
	Jan - Feb 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
47800 · Insurance Claim	3,010.54			
1-100 · GF INCOME				
1-105 · GF Prop Tax Revenue	5,491.19	337,379.00	-331,887.81	1.63%
1-110 · Specific Ownership Taxes	5,754.78	44,747.00	-38,992.22	12.86%
1-120 · Rental Income - Lodge Events	18,675.79	125,000.00	-106,324.21	14.94%
Total 1-100 · GF INCOME	<u>29,921.76</u>	<u>507,126.00</u>	<u>-477,204.24</u>	<u>5.9%</u>
Total Income	<u>32,932.30</u>	<u>507,126.00</u>	<u>-474,193.70</u>	<u>6.49%</u>
Expense				
1-1000 · SERVICES				
1-1005 · Audit	0.00	10,080.00	-10,080.00	0.0%
1-1010 · Management Expense	13,747.00	84,000.00	-70,253.00	16.37%
1-1012 · Meeting Expense	790.40	2,000.00	-1,209.60	39.52%
1-1020 · Legal Fees	2,362.50	15,000.00	-12,637.50	15.75%
Total 1-1000 · SERVICES	<u>16,899.90</u>	<u>111,080.00</u>	<u>-94,180.10</u>	<u>15.21%</u>
1-2000 · LODGE				
1-2001 · Lodge Management	14,500.00	50,000.00	-35,500.00	29.0%
1-2005 · Advertising/ Website	3,734.00	21,000.00	-17,266.00	17.78%
1-2020 · Event Supplies	1,018.17	5,000.00	-3,981.83	20.36%
1-2025 · Cleaning	380.00	6,500.00	-6,120.00	5.85%
1-2030 · Repairs and Maintenance	4,898.05	10,000.00	-5,101.95	48.98%
1-2035 · Utilities	1,154.98	10,000.00	-8,845.02	11.55%
1-2040 · Security	376.74	2,700.00	-2,323.26	13.95%
1-2043 · Capital Improvements - O&M	330.27	15,000.00	-14,669.73	2.2%
1-2044 · Landscape Maintenance	0.00	5,000.00	-5,000.00	0.0%
1-2050 · Trash	826.68	3,500.00	-2,673.32	23.62%
1-2055 · Telephone	409.98	2,500.00	-2,090.02	16.4%
1-4030 · Lodge Contingency	0.00	10,000.00	-10,000.00	0.0%
Total 1-2000 · LODGE	<u>27,628.87</u>	<u>141,200.00</u>	<u>-113,571.13</u>	<u>19.57%</u>
1-3000 · GF EXPENSES				
1-3003 · Capital Improvements	0.00	30,000.00	-30,000.00	0.0%
1-3021 · Utilities	1,441.23	25,000.00	-23,558.77	5.77%
1-3016 · Snow Removal	8,673.87	15,000.00	-6,326.13	57.83%
1-3011 · Repair & Maintenance	2,723.75	20,000.00	-17,276.25	13.62%
1-3002 · License & Fees	0.00	800.00	-800.00	0.0%
1-3005 · Landscape Maintenance	3,538.00	50,000.00	-46,462.00	7.08%
1-3008 · Landscape Upgrade	0.00	85,000.00	-85,000.00	0.0%
1-3030 · Election	1,633.15	20,000.00	-18,366.85	8.17%
1-3035 · GF - Contingency	0.00	10,000.00	-10,000.00	0.0%
Total 1-3000 · GF EXPENSES	<u>18,010.00</u>	<u>255,800.00</u>	<u>-237,790.00</u>	<u>7.04%</u>

Cathedral Pines Metropolitan District

Profit & Loss Budget vs. Actual

January through February 2025

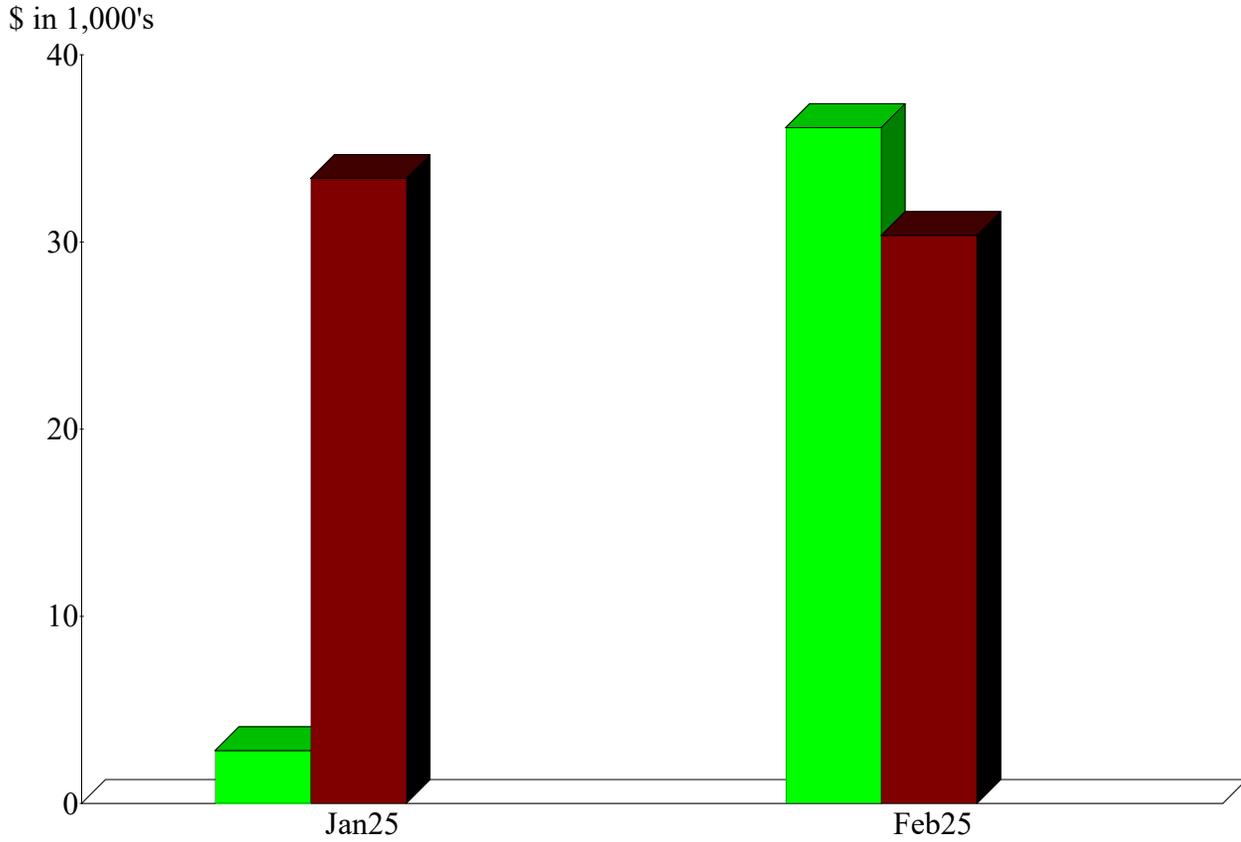
	TOTAL			
	Jan - Feb 25	Budget	\$ Over Budget	% of Budget
1-4000 · OTHER				
1-4005 · Bank Charges	0.00	50.00	-50.00	0.0%
1-4010 · Insurance/ Fees	0.00	14,000.00	-14,000.00	0.0%
1-4015 · Office Expenses	1,061.45	1,000.00	61.45	106.15%
1-4020 · Collection Fee GF(Treasurer)	82.37	5,061.00	-4,978.63	1.63%
Total 1-4000 · OTHER	1,143.82	20,111.00	-18,967.18	5.69%
Total Expense	63,682.59	528,191.00	-464,508.41	12.06%
Net Ordinary Income	-30,750.29	-21,065.00	-9,685.29	145.98%
Net Income	-30,750.29	-21,065.00	-9,685.29	145.98%

Cathedral Pines Metropolitan District
Profit & Loss Budget vs. Actual
 January through February 2025

Debt Service Fund

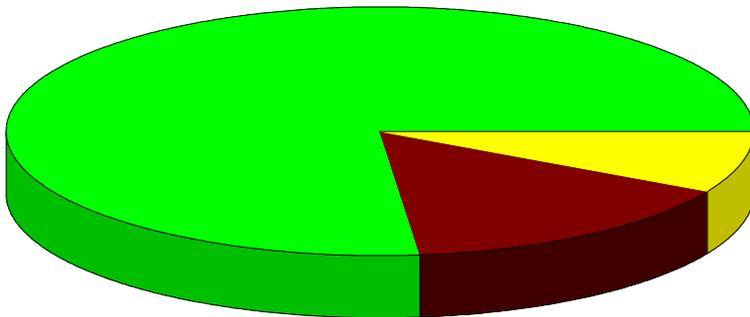
	TOTAL				
	Feb 25	Jan - Feb 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
2-100 · DS INCOME					
2-104 · Prop Tax Revenue	4,913.18	4,913.18	301,865.00	-296,951.82	1.63%
2-130 · DS Interest Income	518.53	1,097.45			
Total 2-100 · DS INCOME	5,431.71	6,010.63	301,865.00	-295,854.37	1.99%
Total Income	5,431.71	6,010.63	301,865.00	-295,854.37	1.99%
Gross Profit	5,431.71	6,010.63	301,865.00	-295,854.37	1.99%
Expense					
2-1000 · DS EXPENSES					
2-1005 · Trustee Fees	0.00	0.00	800.00	-800.00	0.0%
2-1010 · Collection Fee DS (Treasurer)	73.70	73.70	4,528.00	-4,454.30	1.63%
2-1015 · Bond Principal Pmts	0.00	0.00	85,000.00	-85,000.00	0.0%
2-1030 · Interest Expense DS	0.00	0.00	206,850.00	-206,850.00	0.0%
Total 2-1000 · DS EXPENSES	73.70	73.70	297,178.00	-297,104.30	0.03%
Total Expense	73.70	73.70	297,178.00	-297,104.30	0.03%
Net Ordinary Income	5,358.01	5,936.93	4,687.00	1,249.93	126.67%
Net Income	5,358.01	5,936.93	4,687.00	1,249.93	126.67%

Income and Expense by Month
January through February 2025



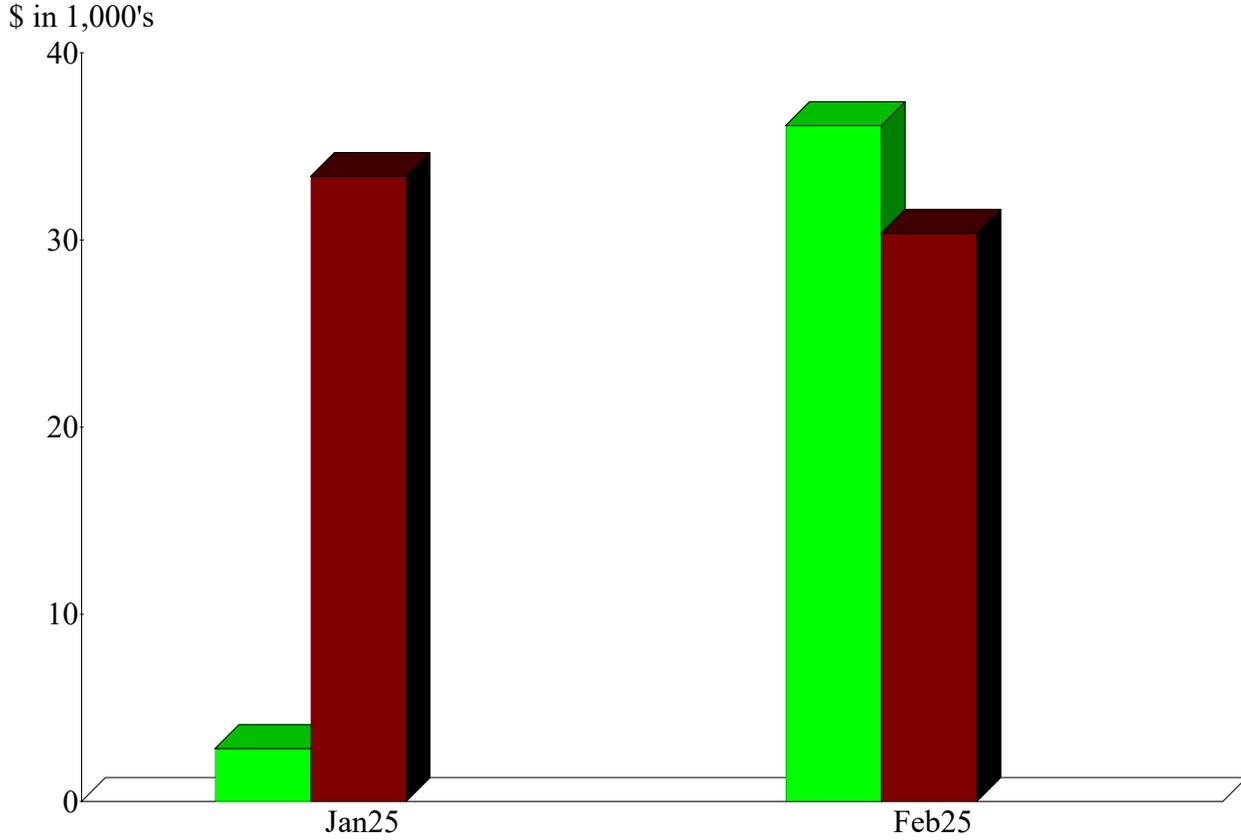
Income Summary
January through February 2025

1-100 · GF INCOME	76.83%
2-100 · DS INCOME	15.43
47800 · Insurance Claim	7.73
Total	\$38,942.93



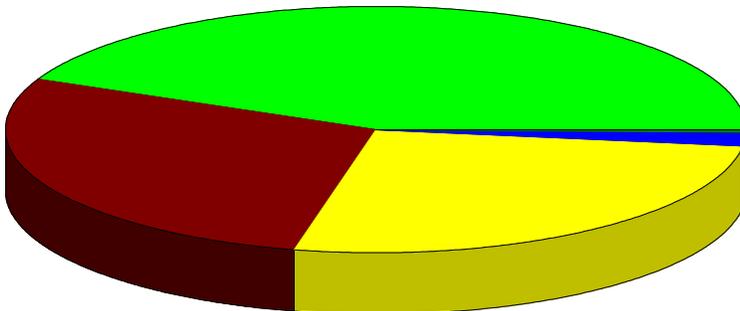
Income and Expense by Month
January through February 2025

Income
Expense



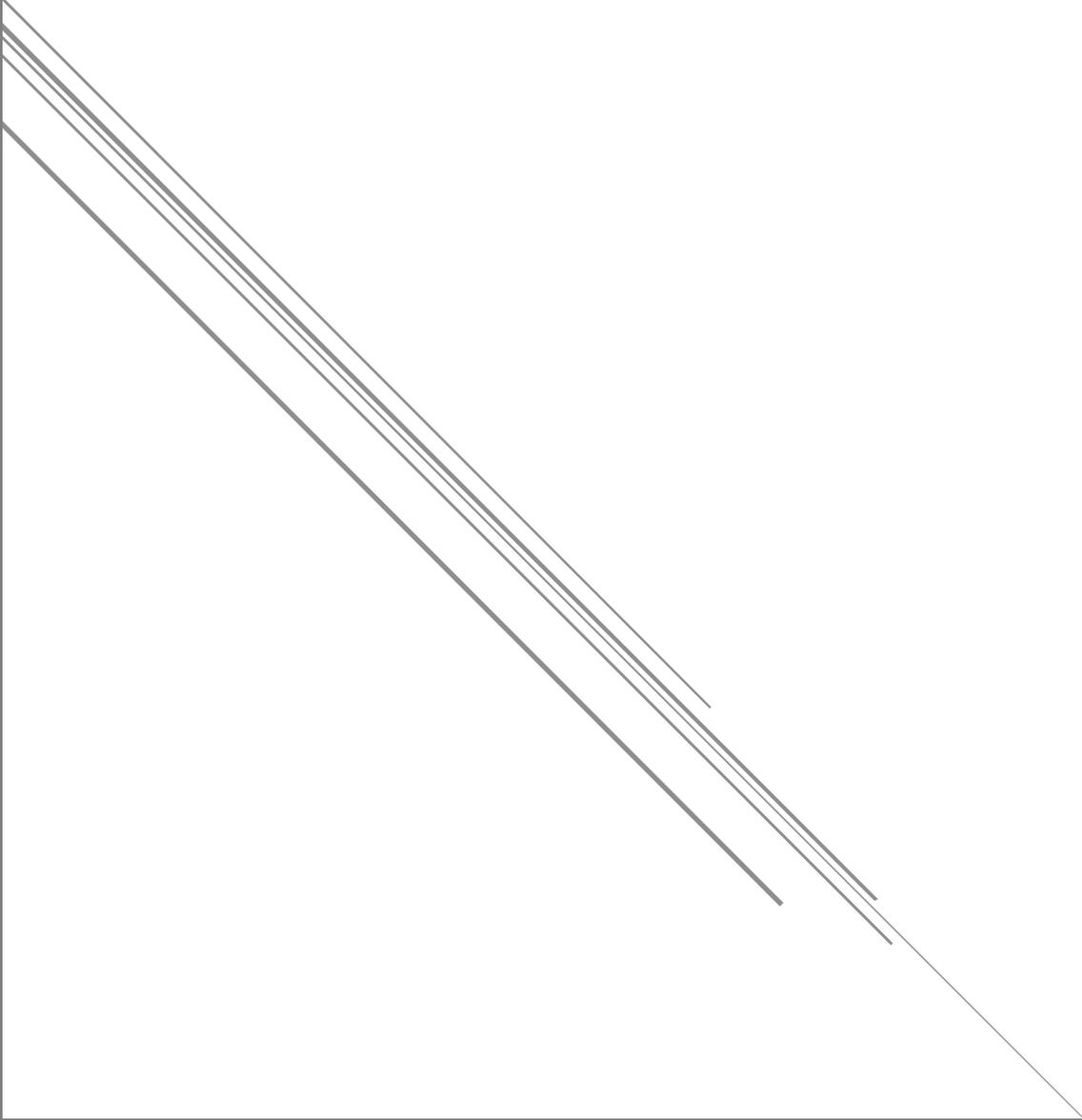
Expense Summary
January through February 2025

1-2000 · LODGE	43.34%
1-3000 · GF EXPENSES	28.25
1-1000 · SERVICES	26.51
1-4000 · OTHER	1.79
2-1000 · DS EXPENSES	0.12
Total	\$63,756.29



YSDM MANAGERS

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Cathedral Pines Metropolitan District

PAYMENT REQUEST

2/14/2025

GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Adorkably Yours Creatives, LTD.	12125	1/21/2025	\$ 7,500.00	Bonus
Adorkably Yours Creatives, LTD.	20125	2/1/2025	\$ 3,734.00	Auto Pay
Black Hills Energy	5715886192	2/4/2025	\$ 101.67	Auto Pay
Colorado Springs Cleaning Supply	95691	1/28/2025	\$ 730.70	
Donna Paulson	120324	12/3/2024	\$ 30.60	Reimbur for Lodge Paint
Donna Paulson	121624	12/16/2024	\$ 528.28	Reimbur for Lodge Paint
Donna Paulson	122024	12/20/2024	\$ 43.26	Reimbur for Lodge Items
Donna Paulson	12225	1/22/2025	\$ 273.33	Reimbur for Lodge Light
Down To Earth Excavating, Inc	2025-10	1/27/2025	\$ 2,373.75	
Fyxon LLC	7	1/14/2025	\$ 190.00	
Fyxon LLC	32	1/27/2025	\$ 190.00	
J&E Electric	470312	2/17/2025	\$ 145.00	
J&E Electric	470311	1/20/2025	\$ 85.00	
LandTech	12854	1/14/2025	\$ 2,057.73	
LandTech	12886	1/21/2025	\$ 1,800.25	
LandTech	13061	1/28/2025	\$ 627.10	
LandTech	13180	2/3/2025	\$ 935.51	
LandTech	13204	2/5/2025	\$ 3,538.00	
Mountain View Electric	Various	1/22/2025	\$ 1,102.27	Auto Pay
Olson Plumbing & Heating	185682	1/22/2025	\$ 1,922.50	
Olson Plumbing & Heating	186406	2/6/2025	\$ 520.00	
Stratus IQ	20125	2/1/2025	\$ 204.99	
Summit Fire Protection	3005431	2/6/2025	\$ 720.00	
Summit Fire Protection	3022075	2/12/2025	\$ 420.00	
Teak Simonton	1114683	1/29/2025	\$ 260.54	
Teak Simonton	11925	1/19/2025	\$ 973.75	
The Gardner Law Office	10437	1/15/2025	\$ 500.00	
Waste Connection	5337109V315	2/1/2025	\$ 275.56	Auto Pay
WSDM District Managers	611	1/31/2025	\$ 6,804.90	
TOTAL			\$ 38,588.69	

TOTAL \$ 38,588.69

Director _____

Eastern Colorado Bank Balance	\$	181,030.66
This Months Payables	\$	(38,588.69)
Eastern Colorado Bank After Draw	\$	142,441.97

Cathedral Pines Metropolitan District

PAYMENT REQUEST

3/18/2025

GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Adorkably Yours Creatives, LTD.	30125	3/1/2025	\$ 3,641.50	Auto Pay
Fireplace Doctor, Inc	7585	2/6/2025	\$ 669.63	
J&E Electric	470312	2/18/2025	\$ 85.00	
LandTech	13343	2/14/2025	\$ 1,330.59	
LandTech	13543	2/17/2025	\$ 804.86	
LandTech	13642	2/22/2025	\$ 1,117.83	
LandTech	13791	3/4/2024	\$ 3,538.00	
Mountain View Electric	Various	2/19/2025	\$ 1,078.76	Auto Pay
Stratus IQ	30125	3/1/2025	\$ 204.99	
The Gardner Law Office	10452	2/20/2025	\$ 1,862.50	
TWM	107910	2/1/2025	\$ 1,750.00	
TWM	107914	3/1/2025	\$ 1,750.00	
Valley Electric	11790-9	2/14/2025	\$ 350.00	
Waste Connection	5390533V315	3/1/2025	\$ 275.56	Auto Pay
William Heeter	12025	1/20/2025	\$ 893.89	Reimbursement
WSDM District Managers	659	2/28/2025	\$ 7,687.34	
TOTAL			\$ 27,040.45	

TOTAL \$ 27,040.45

Director _____

Eastern Colorado Bank Balance	\$ 323,559.11
This Months Payables	\$ (27,040.45)
Eastern Colorado Bank After Draw	\$ 296,518.66

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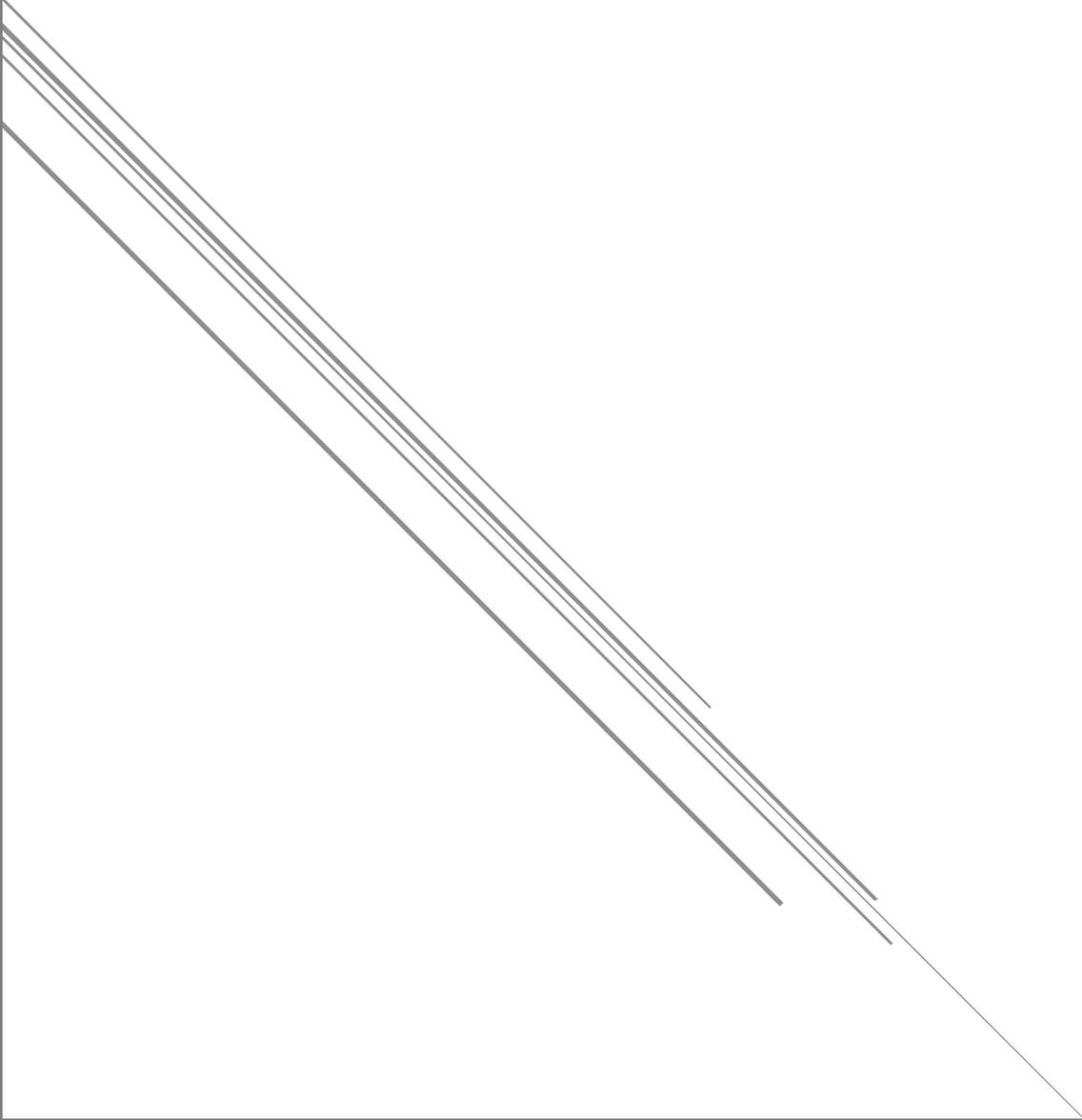


2025 Capital Spending Plan

Project	Amount Budgeted	YTD Expense	Fund/ Account
Lodge Bridal Suite	\$ 5,000.00	\$ 330.27	GF - LODGE: Capital Improvement
Lodge Outside Benches	\$ 10,000.00	\$ -	GF - LODGE: Capital Improvement
Landscape Upgrade	\$ 85,000.00	\$ -	GF - GENERAL: Landscape Upgrade
Mail Kiosk Improvement	\$ 30,000.00	\$ -	GF - GENERAL: Capital Improvement
Lodge Asphalt Replacement	\$ 10,000.00	\$ -	CAPITAL RESERVE: Lodge Capital Replacement
TOTAL	\$ 140,000.00	\$ 330.27	0.24%

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The Lodge
at



CATHEDRAL
PINES

Online Report

February 2025

Executive Summary

Dear The Lodge at Cathedral Pines Team,

It is our great privilege to support you in your online efforts. Some of the key highlights last month were:

- Continued to drive a large number of online impressions, views, and website sessions.
- Recognized continued growth and domain authority as a result of published content.
- Developed additional online updates relative to AI-based search results.

We look forward to continue executing on our online marketing plan, as we continue to remain focused on developing strategic value for you through technology.

In an effort to represent you with excellence, we will be providing these reports on a monthly basis. With that said, please find the activities and progress report, and this month's preview.

Respectfully,
Travis Mark

Views
2.73K

Sessions
1.8K

Total Users
1.46K

New Users
1.35K

Views



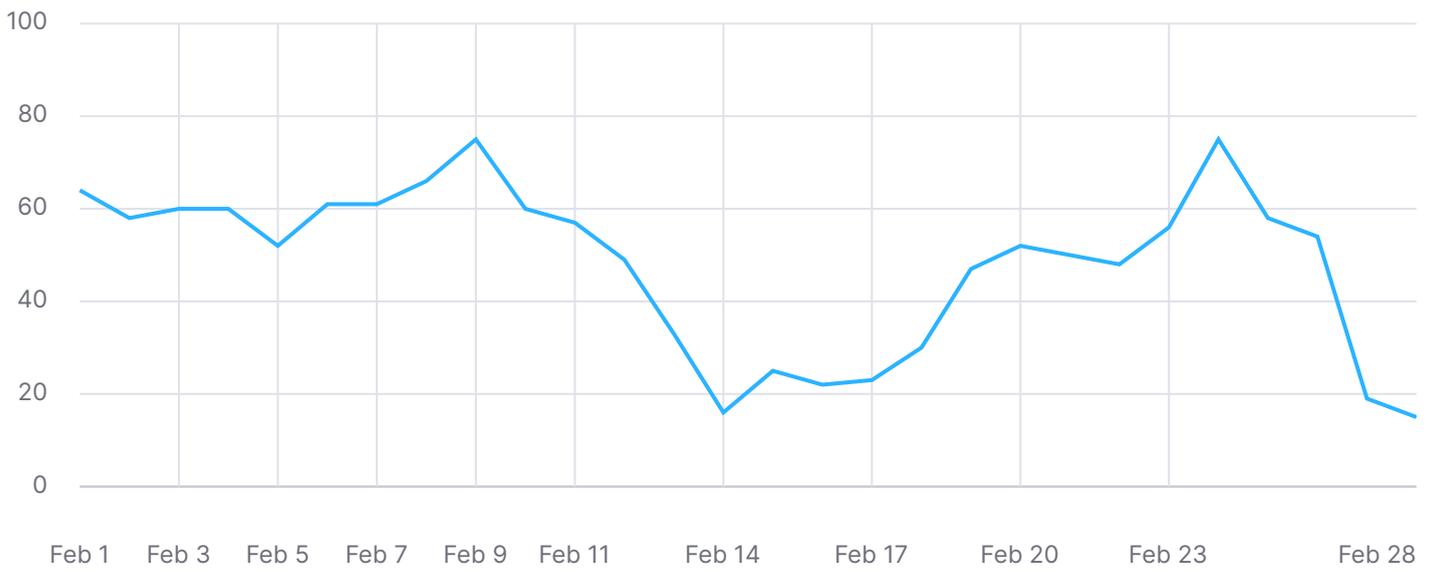
Sessions



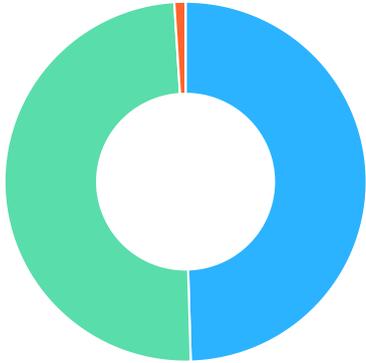
Total Users



New Users

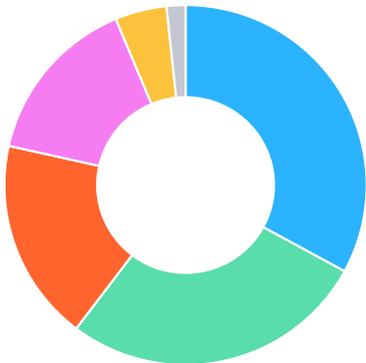


Impressions by Device



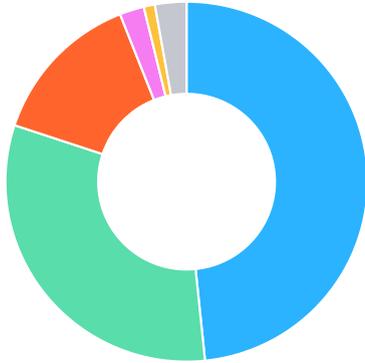
● Mobile	49.8%	4.18K
● Desktop	49.7%	4.17K
● Tablet	0.5%	44
<hr/>		
Total		8.4K

Views by Browser



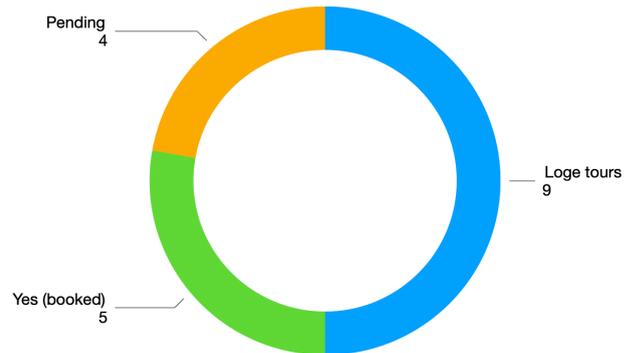
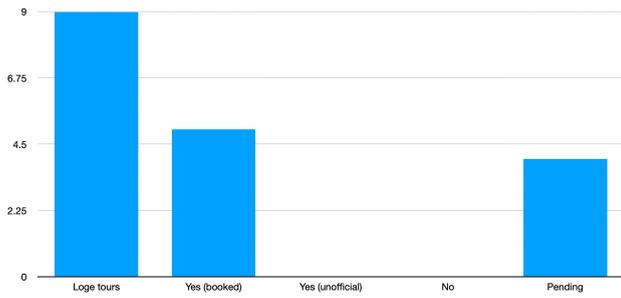
● Chrome	33%	901
● Safari	27.4%	748
● Safari (in-app)	18.2%	497
● Android Webview	15.2%	416
● Edge	4.6%	126
● Other	1.7%	46
<hr/>		
Total		2.73K

Views by Session Source



google	48.6%	1.33K
fb	31.9%	871
(direct)	14%	383
bing	2.2%	60
eventective.com	0.5%	14
Other	2.8%	77
Total		2.73K

Lodge Traffic



This month's preview

Some of the key focus areas and activities we will be working on this month are:

- Continue updating registries to promote increases in AI-based search results
- Develop and publish new website content
- Monitor and update PPC campaigns
- Continue developing and delivering sponsored content to social channels

Lodge Traffic February 2025

Venue Tours

#	Tour Name	Tour Date	Schedule Method	Event Type	Desired Date	Anticipated Guest Count	Booked?	Date Booked	Notes
1	Cheryl Reiter	February 1, 2025	Website	50th Anniversary	May 2025	80			
2	Janice Brown	February 1, 2025	Website	Graduation Party	May 2026	100	Yes	May 21, 2026	
3	Annie Gabrielski	February 2, 2025	Website	Wedding Reception	June 18, 2026	150	Yes	June 18, 2026	
4	Haileigh	February 6, 2025	Phone Call	Wedding	March 15, 2025	75-100	Yes	March 15, 2025	
5	Annette Brower	February 7, 2025	Website	Wedding	June 26, 2026	60			
6	Colleen A Cline	February 18, 2025	Website	Wedding	June 25, 2026	60-100	Yes		
7	Hope Grudle	February 18, 2025	Website	Wedding	June 2026	150			
8	Jason	February 18, 2025	Phone Call	Wedding	May 2, 2026	125			
9	Rebecca Dawn Lance	February 22, 2025	Website	Wedding	May 2026	50-75	Yes	May 30, 2026	

Resident Tours

Tour Name	Tour Date	Event Date	Resident Sponsor

Resident Events

Event Name	Event Date	Event Type	Resident Sponsor
Resident Osler Event - Ladies Gathering	February 8, 2025	Resident Gathering	Pandora Osler

Resident Bringard Event - Home Church Gathering	February 23, 2025	Home Church Gathering	Kevin and Rechelle Bringard
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Outside Events

Event Name	Event Date	Event Type	Rental Type
Chelsea and Shayne Baby Shower	February 16, 2025	Baby Shower	5 Hour Venue Only Rental

Community Events

Event Type	Event Date	Resident Sponsor
HOA Bunco Night	February 12, 2025	HOA/Kristi Correa
Metro Annual Community Meeting	February 18, 2025	Metro Board
HOA/ACC Meeting	January 19, 2024	HOA

Bookings

Event Type	Renter Name	Event Date	Rental Type	Resident Sponsor	Date Booked	Tour Date
Graduation Party	Janice Brown	May 21, 2026	8 hour venue only rental	-	February 2025	February 1, 2025
Wedding Reception	Annie Gabrielski	June 18, 2026	8 hour venue only rental	-	February 2025	February 2, 2025
Wedding	Haileigh Vanhoutan	March 18, 2025	8 hour venue only rental	-	February 7, 2025	February 6, 2025
Wedding	Colleen A Cline	May 25, 2026	8 hour venue only rental	-	February 19, 2025	February 18, 2025
Wedding	Melissa Bedia	June 1, 2025	8 hour venue only rental	-		

Manager's Notes

Current Revenue -

Number of Inquiries - 369

Current Revenue

I am updating my booking sheet to reflect total and earned amounts, so my number is a little out of date but I should have a more accurate number by next month!

Bookings

We are cruising with bookings still! I have had a bunch of bookings for 2026 already, and still have a ton of 2025 events coming in. I am hoping to beat last year's revenue!

Suite Updates

I have received nothing but positive feedback on our suites! Everyone compliments them and the couples have a great time getting ready. I am working with Travis to get an updated video for the website soon!

Office and Lodge Needs

I have some items I would like to purchase at some point to aid in the organization of my office. These items include:

- Organization bins for the drawers in my desk
- Baskets for the built-in shelves
- A small table for between the guest chairs
- A large acrylic sheet for a visual calendar for my desk

I will go about ordering and procuring them in the near future following the guidelines for reimbursement.

Goals

Sales and traffic goals for the Lodge in the new year::

- Continue to boost bookings and grow traffic
- Broaden the booking types to include other gatherings, such as celebrations of life, baby showers, graduations, holiday parties, etc.

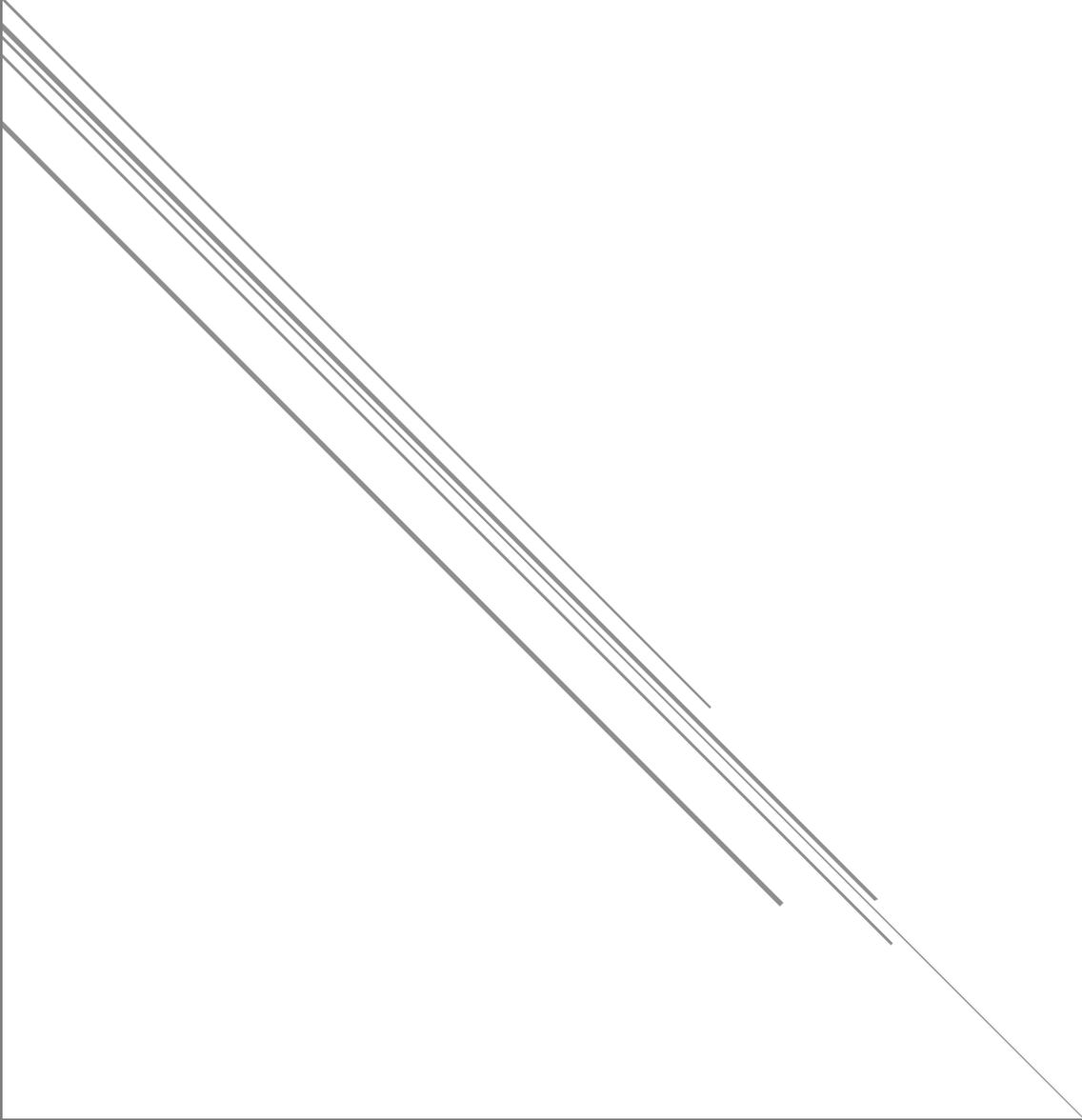
- Boost connections with partnering businesses with flyers
- Communicate with Travis to market the new suites

End-of-Year Goals:

- 75 total events (47 currently)

YSDM MANAGERS

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Cathedral Pines Metropolitan District
Transaction Detail By Account
 November 1, 2024 through January 17, 2025

Type	Date	Num	Name	Memo	Amount	Balance
1-2000 - LODGE						
1-2043 - Capital Improvements - O&M					Bridal Room Budget:	15,000.00
				Curtians, Wall Hooks, Curtian Rod, Tissue box cover, beverage tray, pillows, vanity, desk		
Paid	11/29/2024	121024	Donna Paulson		6,481.49	8,518.51
Paid	12/03/2025	120324	Donna Paulson	Paint and supplies	30.60	8,487.91
Paid	12/12/2024	121224	Donna Paulson	Canvass Prints	594.53	7,893.38
Paid	12/16/2024	12162024	Donna Paulson	Paint and supplies	528.28	7,365.10
Paid	12/19/2024	12192024	William Heeter	speaker for Bride suite	73.86	7,291.24
Paid	12/19/2024	12192024	William Heeter	speaker for Groom suite	79.13	7,212.11
Paid	12/20/2024	122024	Donna Paulson		43.26	7,168.85
Paid	12/18/2024	121824	Donna Paulson	Make-up mirror	52.83	7,116.02
Paid	01/10/2025	011025	William Heeter		56.94	7,059.08
Paid	01/22/2025	012225	Donna Paulson	Light for Grooms Room	273.33	6,785.75
Estimate			HW Commercial Carpet		3,724.00	3,061.75
Total 1-2043 - Capital Improvements - O&M					<u>11,938.25</u>	<u>3,061.75</u>
Total 1-2000 - LODGE					<u>11,938.25</u>	<u>3,061.75</u>
TOTAL					<u>11,938.25</u>	<u>3,061.75</u>