

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



Tuesday, August 19, 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.**

Board of Director	Title	Term Expiration
Bill Heeter	President	May 2027
Rich Stauch	Vice President	May 2029
Kevin Combs	Treasurer	May 2027
Ecton Espenlaub	Secretary	May 2029
Scott Gassen	Director	May 2029

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 June 5, 2025 (enclosure)
- 5. Financial Update**
 - a. Review and consider approval of Unaudited Financials through July 31, 2025 (enclosure) – Kevin/ Rebecca
 - b. Ratify and consider approval of payables through the period ending August 19, 2025 (enclosure) – Rebecca
- 6. Lodge Management Update**
 - a. Review Lodge Performance – Travis & Shalece
 - b. Update on asphalt repairs at Lodge entrance and near front doors – Bill
 - c. Tankless water heater installation update – Bill
 - d. Review cost of replacing A/C units at Lodge – Bill/ Danielle

7. Landscaping Matters

- a. Status Update on Median/ Cul de sac – Rick
- b. Discuss Mailbox Kiosk Lighting - Bill
- c. Update of permanent tree and walkway lights installation – Rick
- d. Status of new front planter metal trellis and plants – Rick
- e. Update on fish restocking proposal – Rebecca
- f. Discuss cattail removal plan for Lodge ponds

8. Firewise Program

- a. Review and consider approval of Wildfire Risk Assessment (under separate cover) - Scott

9. New Business

- a. Cistern Update – Bill
- b. AT&T Cell Tower update – No update
- c. Update to CP Milam/Shoup Monument Mileage Engraving – Bill
- d. Discuss Capital Projects for 2026

10. 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)

11. 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.
- b. Conference to receive legal advice regarding possible merger of HOA and Metropolitan District

12. Adjournment – The next regular scheduled meeting is on September 16, 2025, at 9:00 am



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**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.

Submitted by: Recording Secretary

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

Approved by: Secretary of the Board



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Cathedral Pines Metropolitan District

Balance Sheet

As of July 31, 2025

	Jul 31, 25
ASSETS	
Current Assets	
Checking/Savings	
ECB Debt Service Fund	346,263.94
ECB - General Fund New Reserve	61,945.55
ECB - General Fund New - Other	302,284.89
Total ECB - General Fund New	364,230.44
MM - CSAFE Bond Fund UMB	0.53
Total Checking/Savings	710,494.91
Accounts Receivable	
Accounts Receivable	6,750.00
Total Accounts Receivable	6,750.00
Other Current Assets	
Prop Tax Rec - Debt Svc	601,991.46
Prop Tax Rec - Gnl Fund	672,814.47
Total Other Current Assets	1,274,805.93
Total Current Assets	1,992,050.84
Fixed Assets	
Construction in Process	267,849.00
Building Improvements	5,799.00
Land Improvements	
Accum Depreciation	-11,826.00
Land Improvements - Other	75,000.00
Total Land Improvements	63,174.00
Community Center	
Accum Depreciation	-755,503.00
Original Cost	1,328,384.00
Total Community Center	572,881.00
Equipment	
Accum Depreciation	-2,936.00
Equipment - Other	13,922.00
Total Equipment	10,986.00
Parks, Trails & Monument	
Accum Depreciation	-788,385.00
Parks, Trails & Monument - Other	1,006,154.88
Total Parks, Trails & Monument	217,769.88
Streets, Signs & Lights	60.92
Total Fixed Assets	1,138,519.80
TOTAL ASSETS	3,130,570.64
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	29,936.63
Total Accounts Payable	29,936.63

Cathedral Pines Metropolitan District

Balance Sheet

As of July 31, 2025

	Jul 31, 25
Other Current Liabilities	
Accrued Interest - DSvc	17,246.00
Deferred Revenue - Lodge Events	29,374.75
Deferred Prop Tax - DSvc	601,991.46
Deferred Prop Tax - Gnl	672,814.47
Total Other Current Liabilities	1,321,426.68
Total Current Liabilities	1,351,363.31
Long Term Liabilities	
Bonds Payable 2016	
Bond Premium 2016	
A/A Bond Premium 2016	-159,735.36
Bond Premium 2016 - Other	414,881.70
Total Bond Premium 2016	255,146.34
Bonds Payable 2016 - Other	4,175,000.00
Total Bonds Payable 2016	4,430,146.34
Total Long Term Liabilities	4,430,146.34
Total Liabilities	5,781,509.65
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	432,760.48
Net Income	347,081.30
Total Equity	-2,650,939.01
TOTAL LIABILITIES & EQUITY	3,130,570.64

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

General Fund

	TOTAL				
	Jul 25	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
47800 · Insurance Claim	0.00	3,010.54			
1-100 · GF INCOME					
1-104 · Property Tax Revenue	97,969.46	335,435.47	337,379.00	-1,943.53	99.42%
1-110 · Specific Ownership Taxes	5,051.01	30,402.23	44,747.00	-14,344.77	67.94%
1-115 · Delinquent Tax and Interest	10.59	80.27			
1-120 · Rental Income - Lodge Events	13,751.18	99,578.33	125,000.00	-25,421.67	79.66%
1-135 · Interest Income	0.00	0.08			
Total 1-100 · GF INCOME	116,782.24	465,496.38	507,126.00	-41,629.62	91.79%
Total Income	116,782.24	468,506.92	507,126.00	-38,619.08	92.39%
Gross Profit	116,782.24	468,506.92	507,126.00	-38,619.08	92.39%
Expense					
1-1000 · SERVICES					
1-1005 · Audit	0.00	10,275.00	10,080.00	195.00	101.94%
1-1010 · Management Expense	4,275.30	39,855.10	84,000.00	-44,144.90	47.45%
1-1012 · Meeting Expense	0.00	1,793.95	2,000.00	-206.05	89.7%
1-1020 · Legal Fees	1,500.00	13,125.00	15,000.00	-1,875.00	87.5%
Total 1-1000 · SERVICES	5,775.30	65,049.05	111,080.00	-46,030.95	58.56%
1-2000 · LODGE					
1-2042 · Capital Improvements	8,387.20	13,599.12	15,000.00	-1,400.88	90.66%
1-2001 · Lodge Management	3,500.00	32,000.00	50,000.00	-18,000.00	64.0%
1-2005 · Advertising/ Website	1,750.00	12,676.00	21,000.00	-8,324.00	60.36%
1-2020 · Event Supplies	613.72	1,807.06	5,000.00	-3,192.94	36.14%
1-2025 · Cleaning	0.00	2,115.82	6,500.00	-4,384.18	32.55%
1-2030 · Repairs and Maintenance	1,185.97	6,411.44	10,000.00	-3,588.56	64.11%
1-2035 · Utilities	628.35	4,966.13	10,000.00	-5,033.87	49.66%
1-2040 · Security	188.37	1,318.59	2,700.00	-1,381.41	48.84%
1-2044 · Landscape Maintenance	0.00	1,125.00	5,000.00	-3,875.00	22.5%
1-2050 · Trash	551.12	1,893.12	3,500.00	-1,606.88	54.09%
1-2055 · Telephone	204.99	1,434.93	2,500.00	-1,065.07	57.4%
1-4030 · Lodge Contingency	0.00	0.00	10,000.00	-10,000.00	0.0%
Total 1-2000 · LODGE	17,009.72	79,347.21	141,200.00	-61,852.79	56.2%
1-3000 · GF EXPENSES					
1-3003 · Capital Improvements	0.00	0.00	30,000.00	-30,000.00	0.0%
1-3021 · Utilities	3,417.61	12,430.65	25,000.00	-12,569.35	49.72%
1-3016 · Snow Removal	0.00	10,370.98	15,000.00	-4,629.02	69.14%
1-3011 · Repair & Maintenance	2,493.76	7,891.69	20,000.00	-12,108.31	39.46%
1-3002 · License & Fees	0.00	717.67	800.00	-82.33	89.71%
1-3005 · Landscape Maintenance	4,257.34	29,386.02	50,000.00	-20,613.98	58.77%
1-3008 · Landscape Upgrade	0.00	82,448.00	85,000.00	-2,552.00	97.0%

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

	TOTAL				
	Jul 25	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
1-3030 · Election	0.00	1,870.65	20,000.00	-18,129.35	9.35%
1-3035 · GF - Contingency	0.00	0.00	10,000.00	-10,000.00	0.0%
Total 1-3000 · GF EXPENSES	10,168.71	145,115.66	255,800.00	-110,684.34	56.73%
1-4000 · OTHER					
1-4018 · Collection Fee (Treasurer)	1,469.72	5,032.82	5,061.00	-28.18	99.44%
1-4005 · Bank Charges	0.00	0.00	50.00	-50.00	0.0%
1-4010 · Insurance/ Fees	0.00	14,212.00	14,000.00	212.00	101.51%
1-4015 · Office Expenses	0.00	292.16	1,000.00	-707.84	29.22%
Total 1-4000 · OTHER	1,469.72	19,536.98	20,111.00	-574.02	97.15%
Total Expense	34,423.45	309,048.90	528,191.00	-219,142.10	58.51%
Net Ordinary Income	82,358.79	159,458.02	-21,065.00	180,523.02	-756.98%
Net Income	82,358.79	159,458.02	-21,065.00	180,523.02	-756.98%

UNAUDITED

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

Debt Service Fund

	TOTAL				
	Jul 25	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
2-100 · DS INCOME					
2-104 · Prop Tax Revenue	87,656.88	300,126.47	301,865.00	-1,738.53	99.42%
2-115 · Delinquent Tax & Interest	10.59	80.27			
2-130 · DS Interest Income	1,408.96	6,433.90			
Total 2-100 · DS INCOME	89,076.43	306,640.64	301,865.00	4,775.64	101.58%
Total Income	89,076.43	306,640.64	301,865.00	4,775.64	101.58%
Gross Profit	89,076.43	306,640.64	301,865.00	4,775.64	101.58%
Expense					
2-1000 · DS EXPENSES					
2-1005 · Trustee Fees	400.00	400.00	800.00	-400.00	50.0%
2-1010 · Collection Fee DS (Treasurer)	1,315.01	4,503.04	4,528.00	-24.96	99.45%
2-1015 · Bond Principal Pmts	0.00	0.00	85,000.00	-85,000.00	0.0%
2-1030 · Interest Expense DS	0.00	103,475.00	206,850.00	-103,375.00	50.02%
Total 2-1000 · DS EXPENSES	1,715.01	108,378.04	297,178.00	-188,799.96	36.47%
Total Expense	1,715.01	108,378.04	297,178.00	-188,799.96	36.47%
Net Ordinary Income	87,361.42	198,262.60	4,687.00	193,575.60	4,230.05%
Net Income	87,361.42	198,262.60	4,687.00	193,575.60	4,230.05%

Cathedral Pines Metropolitan District

Profit & Loss Budget vs. Actual

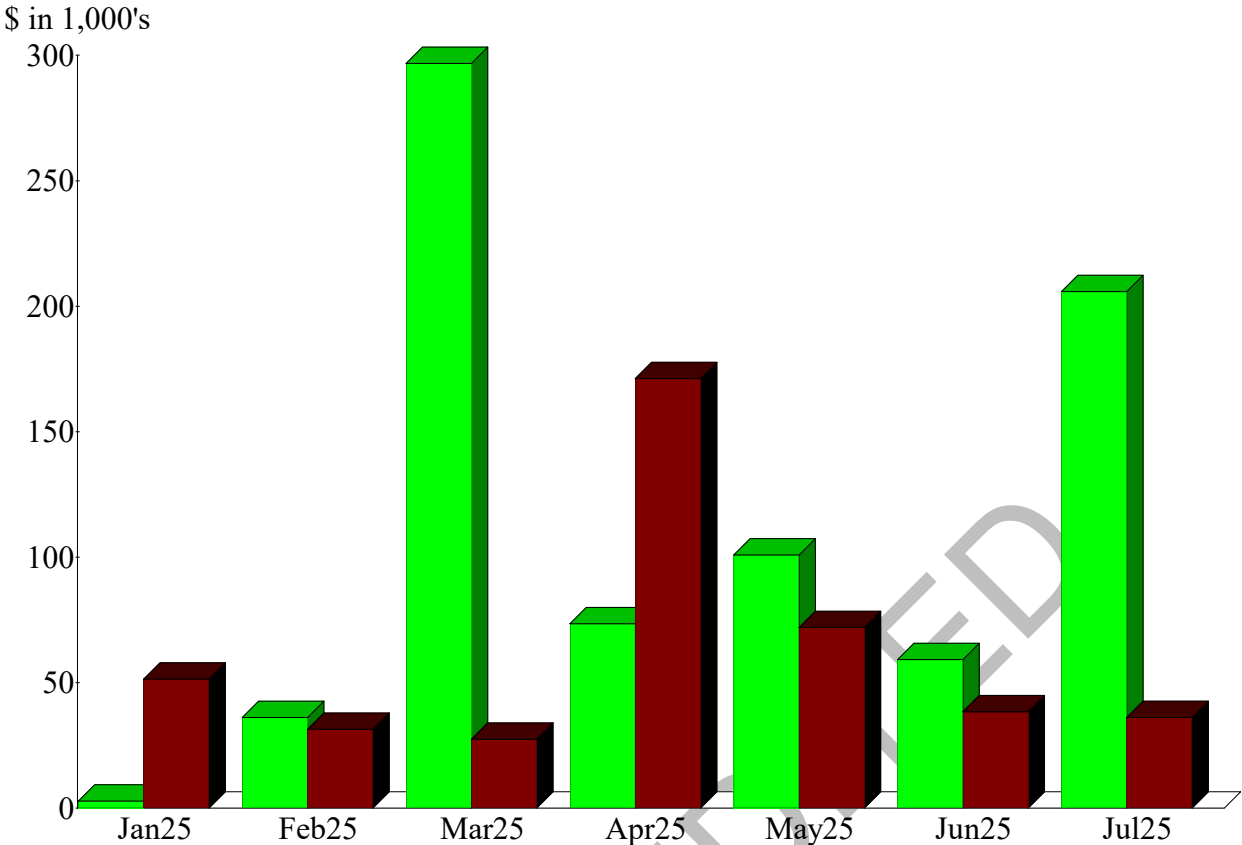
January through July 2025

Capital Reserve Fund

	TOTAL				
	Jul 25	Jan - Jul 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
Transfers In	0.00	0.00	50,000.00	-50,000.00	0.0%
Total Income	0.00	0.00	50,000.00	-50,000.00	0.0%
Gross Profit	0.00	0.00	50,000.00	-50,000.00	0.0%
Expense					
TRANSFERS OUT					
Capital Replacement Reserve	0.00	0.00	10,000.00	-10,000.00	0.0%
Total TRANSFERS OUT	0.00	0.00	10,000.00	-10,000.00	0.0%
1-2000 · LODGE					
1-2042 · Capital Improvements	0.00	10,639.32			
Total 1-2000 · LODGE	0.00	10,639.32			
Total Expense	0.00	10,639.32	10,000.00	639.32	106.39%
Net Ordinary Income	0.00	-10,639.32	40,000.00	-50,639.32	-26.6%
Net Income	0.00	-10,639.32	40,000.00	-50,639.32	-26.6%

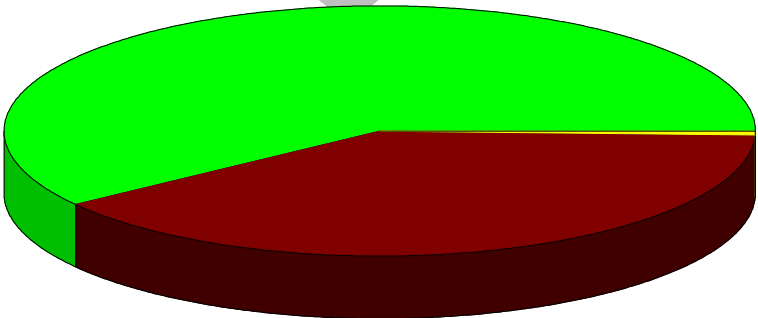
Income and Expense by Month
January through July 2025

Income
Expense



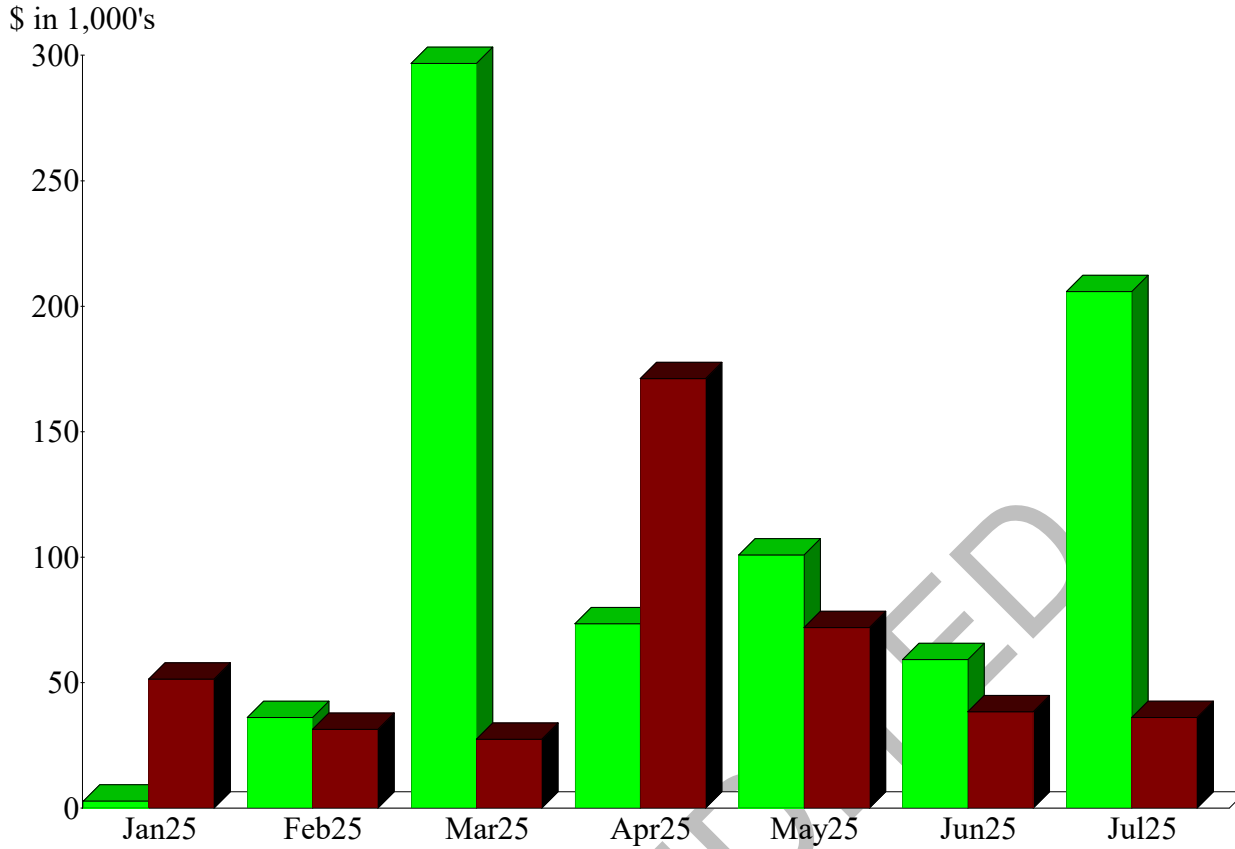
Income Summary
January through July 2025

1-100 · GF INCOME	60.05%
2-100 · DS INCOME	39.56
47800 · Insurance Claim	0.39
Total	\$775,147.56



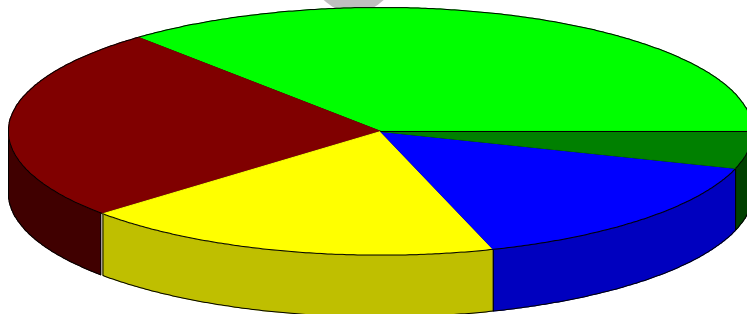
Income and Expense by Month January through July 2025

Income
Expense



Expense Summary January through July 2025

1-3000 · GF EXPENSES	36.43%
2-1000 · DS EXPENSES	25.32
1-2000 · LODGE	18.32
1-1000 · SERVICES	15.36
1-4000 · OTHER	4.56
Total	\$428,066.26





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Cathedral Pines Metropolitan District
PAYMENT REQUEST
8/19/2025
GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Adorkably Yours Creatives, LTD.	80125	8/1/2025	\$ 3,650.00	Auto Pay
Black Hills Energy	5715886192	8/4/2025	\$ 26.39	Auto Pay
Cody Yates	80525	8/5/2025	\$ 2,750.00	Lodge Refund
Fyxon LLC				Awaiting Monthly Invoice for July
LandTech				Awaiting Monthly Invoice for August
LandTech	15657	7/9/2025	\$ 110.46	
LandTech	16020	7/31/2025	\$ 233.76	
Mountain View Electric	Various	7/23/2025	\$ 3,999.03	Auto Pay
Solitude Lake Management	PSI190425	8/1/2025	\$ 719.34	
Stratus IQ	80125	8/1/2025	\$ 204.99	
The Gardner Law Office	10517	7/15/2025	\$ 1,500.00	
TWM	108119	8/1/2025	\$ 1,750.00	
Waste Connections of CO	5521033V315	8/1/2025	\$ 275.56	
WSDM Managers	911	7/31/2025	\$ 4,275.30	
TOTAL			\$ 19,494.83	

TOTAL \$ 19,494.83

Director _____

Eastern Colorado Bank Balance	\$ 251,605.72
This Months Payables	\$ (19,494.83)
Eastern Colorado Bank After Draw	\$ 232,110.89