

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



Tuesday, September 17, 2024, 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
VACANT	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 August 20, 2024 (enclosure)
- 5. Financial Update**
 - a. Review and consider approval of Unaudited Financials through August 31, 2024 (enclosure) – Kevin C
 - b. Ratify and consider approval of payables through the period ending September 16, 2024 (enclosure) – Kevin C
- 6. 2025 Budget and Mill Levy Discussion**
 - a. Capital Spending and Mill Levy Discussion for 2025 – All

7. Lodge/Management Update

- a. Review August Lodge Report (enclosure) – Bill
- b. Recap of Labor Day weekend activities, expenses incurred, and corrective action taken - Bill
- c. Update on Seal Coat/Crack Filling of Lodge Drive near Mail Kiosk - Rebecca
- d. Status of Lighting of Lodge Entrance and Monuments – Bill
- e. Status of New Chair Purchase - Bill
- f. Proposal for Holiday Decorations at Lodge – Bill
- g. Planned Update of Lodge Bridal Room in 2025 – Bill
- h. Construction of permanent outdoor benches near wedding arch – Bill/Kevin C.
- i. Review and consider Maintenance for Ice Machine - Rebecca/ Bill

8. Landscaping Matters

- a. Second Chipping Event Update – Rebecca
- b. Storage Shed Area Clean-up Update – Bill/Kevin C.
- c. Status of Milam Median Landscaping – Ecton
- d. Review and consider acceptance for Proposal to Collect and Dispose of Dead Trees Along Trail – Bill
- e. Review and consider acceptance for Snow Removal Contract (under separate cover) - Rick/ Rebecca
- f. Review and consider acceptance for Proposal to Drip Valve at Lodge (under separate cover) - Rick

9. Community Matters

- a. Review and consider acceptance for Proposal of New Fencing for Mail Kiosk (under separate cover) – Rick

10. Legal Matters

11. Other Business

- a. Update on Recruiting New Board Member – Rebecca

12. 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)

13. Adjournment – The next Scheduled Regular meeting is October 15, 2024, at 9:00 a.m.



**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
Ben Blalock, Public

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 30th 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,

By: Rebecca Harris, District Manager



Cathedral Pines Metropolitan District

Balance Sheet

09/10/24

As of August 31, 2024

Accrual Basis

	Aug 31, 24
ASSETS	
Current Assets	
Checking/Savings	
ECB Debt Service Fund	432,443.60
ECB - General Fund New Reserve	36,945.55
ECB - General Fund New - Other	256,826.87
Total ECB - General Fund New	293,772.42
MM - CSafe Bond Fund UMB	0.53
1071 - Bill.com Money In Clearing	124.49
Total Checking/Savings	726,341.04
Accounts Receivable	
Accounts Receivable	9,725.00
Total Accounts Receivable	9,725.00
Total Current Assets	736,066.04
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	1,894,634.84
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	128,146.33
Total Accounts Payable	128,146.33
Other Current Liabilities	
Accrued Interest - DSvc	17,529.00
Deferred Revenue - Lodge Events	59,549.75
Damage Deposits- Lodge Events	750.00
Total Other Current Liabilities	77,828.75
Total Current Liabilities	205,975.08

Cathedral Pines Metropolitan District

09/10/24

Balance Sheet

Accrual Basis

As of August 31, 2024

	Aug 31, 24
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	4,260,000.00
Total Bonds Payable 2016	4,533,583.34
Total Long Term Liabilities	4,533,583.34
Total Liabilities	4,739,558.42
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	278,242.51
Net Income	307,614.70
Total Equity	-2,844,923.58
TOTAL LIABILITIES & EQUITY	1,894,634.84

Cathedral Pines Metropolitan District

Profit & Loss Budget vs. Actual

January through August 2024

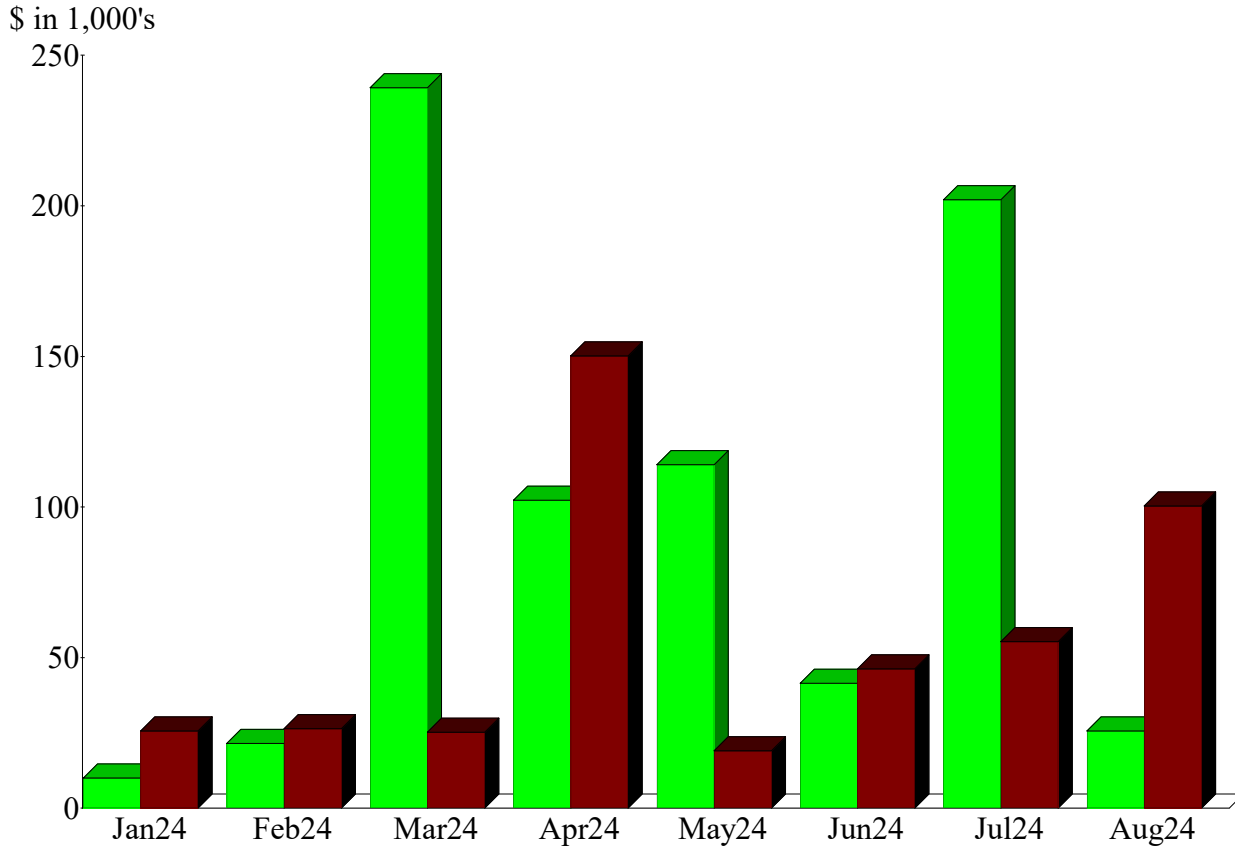
	TOTAL				
	Aug 24	Jan - Aug 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
1-100 · GF INCOME					
1-105 · GF Prop Tax Revenue	4,936.68	334,541.79	345,169.00	-10,627.21	96.92%
1-110 · Specific Ownership Taxes	4,828.72	33,479.21	32,700.00	779.21	102.38%
1-115 · Delinquent Tax and Interest	122.09	171.85			
1-120 · Rental Income - Lodge Events	8,250.00	71,059.34	73,000.00	-1,940.66	97.34%
1-127 · Rental Income - Shed	1,000.00	8,000.00	8,000.00	0.00	100.0%
1-130 · Investment Income	0.00	53.00			
Total 1-100 · GF INCOME	<u>19,137.49</u>	<u>447,305.19</u>	<u>458,869.00</u>	<u>-11,563.81</u>	<u>97.48%</u>
2-100 · DS INCOME					
2-105 · DS Prop Tax Revenue	4,417.03	299,326.86	198,560.00	100,766.86	150.75%
2-115 · Delinquent Tax & Interest	122.09	171.85			
2-130 · DS Interest Income	1,931.09	9,425.07	1,000.00	8,425.07	942.51%
Total 2-100 · DS INCOME	<u>6,470.21</u>	<u>308,923.78</u>	<u>199,560.00</u>	<u>109,363.78</u>	<u>154.8%</u>
Total Income	<u>25,607.70</u>	<u>756,228.97</u>	<u>658,429.00</u>	<u>97,799.97</u>	<u>114.85%</u>
Gross Profit	25,607.70	756,228.97	658,429.00	97,799.97	114.85%
Expense					
1-1000 · SERVICES					
1-1005 · Audit	0.00	9,600.00	9,600.00	0.00	100.0%
1-1010 · Management Expense	7,016.50	52,456.85	56,000.00	-3,543.15	93.67%
1-1015 · Maintenance Management	691.67	4,736.68			
1-1012 · Meeting Expense	0.00	263.90			
1-1020 · Legal Fees	750.00	3,875.00	10,000.00	-6,125.00	38.75%
Total 1-1000 · SERVICES	<u>8,458.17</u>	<u>70,932.43</u>	<u>75,600.00</u>	<u>-4,667.57</u>	<u>93.83%</u>
1-2000 · LODGE					
1-2001 · Lodge Management	3,500.00	27,950.00	20,000.00	7,950.00	139.75%
1-2005 · Advertising/ Website	1,750.00	14,000.00	14,000.00	0.00	100.0%
1-2020 · Event Supplies	0.00	877.88	3,700.00	-2,822.12	23.73%
1-2025 · Cleaning	380.00	5,748.60	3,332.00	2,416.60	172.53%
1-2030 · Repairs and Maintenance	1,685.86	43,654.56	7,600.00	36,054.56	574.4%
1-2035 · Utilities	628.25	5,130.75	6,666.68	-1,535.93	76.96%
1-2040 · Security	236.19	1,701.36	1,666.68	34.68	102.08%
1-2043 · Capital Improvements - O&M	0.00	0.00	2,332.00	-2,332.00	0.0%
1-2044 · Landscape Maintenance	0.00	8,700.00	8,000.00	700.00	108.75%
1-2045 · Snow Removal	0.00	576.00	6,000.00	-5,424.00	9.6%
1-2050 · Trash	275.56	2,204.48	2,000.00	204.48	110.22%
1-2055 · Telephone	204.99	1,639.92	1,668.00	-28.08	98.32%
1-4030 · Lodge Contingency	0.00	0.00	6,668.00	-6,668.00	0.0%
Total 1-2000 · LODGE	<u>8,660.85</u>	<u>112,183.55</u>	<u>83,633.36</u>	<u>28,550.19</u>	<u>134.14%</u>

Cathedral Pines Metropolitan District Profit & Loss Budget vs. Actual January through August 2024

	TOTAL				
	Aug 24	Jan - Aug 24	Budget	\$ Over Budget	% of Budget
1-3000 · GF EXPENSES					
1-3002 · License & Fees	500.00	1,176.60	800.00	376.60	147.08%
1-3005 · Landscape Maintenance	78,482.57	112,849.76	43,332.00	69,517.76	260.43%
1-3008 · Landscape Upgrade	0.00	0.00	50,000.00	-50,000.00	0.0%
1-3010 · Repair & Maintenance - O&M	158.62	10,506.03	13,332.00	-2,825.97	78.8%
1-3015 · Snow Removal - O&M	0.00	7,497.67	6,000.00	1,497.67	124.96%
1-3020 · Utilities - O&M	3,494.75	14,844.27	10,000.00	4,844.27	148.44%
1-3035 · GF - Contingency	0.00	2,639.20	6,668.00	-4,028.80	39.58%
Total 1-3000 · GF EXPENSES	82,635.94	149,513.53	130,132.00	19,381.53	114.89%
1-4000 · OTHER					
1-4010 · Insurance/ Fees	495.00	495.00	0.00	495.00	100.0%
1-4015 · Office Expenses	0.00	401.56	668.00	-266.44	60.11%
1-4020 · Collection Fee GF(Treasurer)	75.98	5,020.86	5,179.00	-158.14	96.95%
Total 1-4000 · OTHER	570.98	5,917.42	5,847.00	70.42	101.2%
2-1000 · DS EXPENSES					
2-1005 · Trustee Fees	0.00	400.00	533.28	-133.28	75.01%
2-1010 · Collection Fee DS (Treasurer)	67.99	4,492.34	2,978.64	1,513.70	150.82%
2-1015 · Bond Principal Pmts	0.00	0.00	56,666.64	-56,666.64	0.0%
2-1030 · Interest Expense DS	0.00	105,175.00	140,233.36	-35,058.36	75.0%
Total 2-1000 · DS EXPENSES	67.99	110,067.34	200,411.92	-90,344.58	54.92%
Total Expense	100,393.93	448,614.27	495,624.28	-47,010.01	90.52%
Net Ordinary Income	-74,786.23	307,614.70	162,804.72	144,809.98	188.95%
Net Income	-74,786.23	307,614.70	162,804.72	144,809.98	188.95%

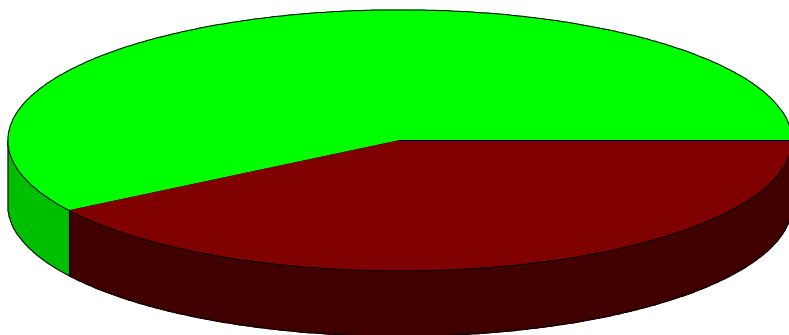
Income and Expense by Month
January through August 2024

Income
Expense



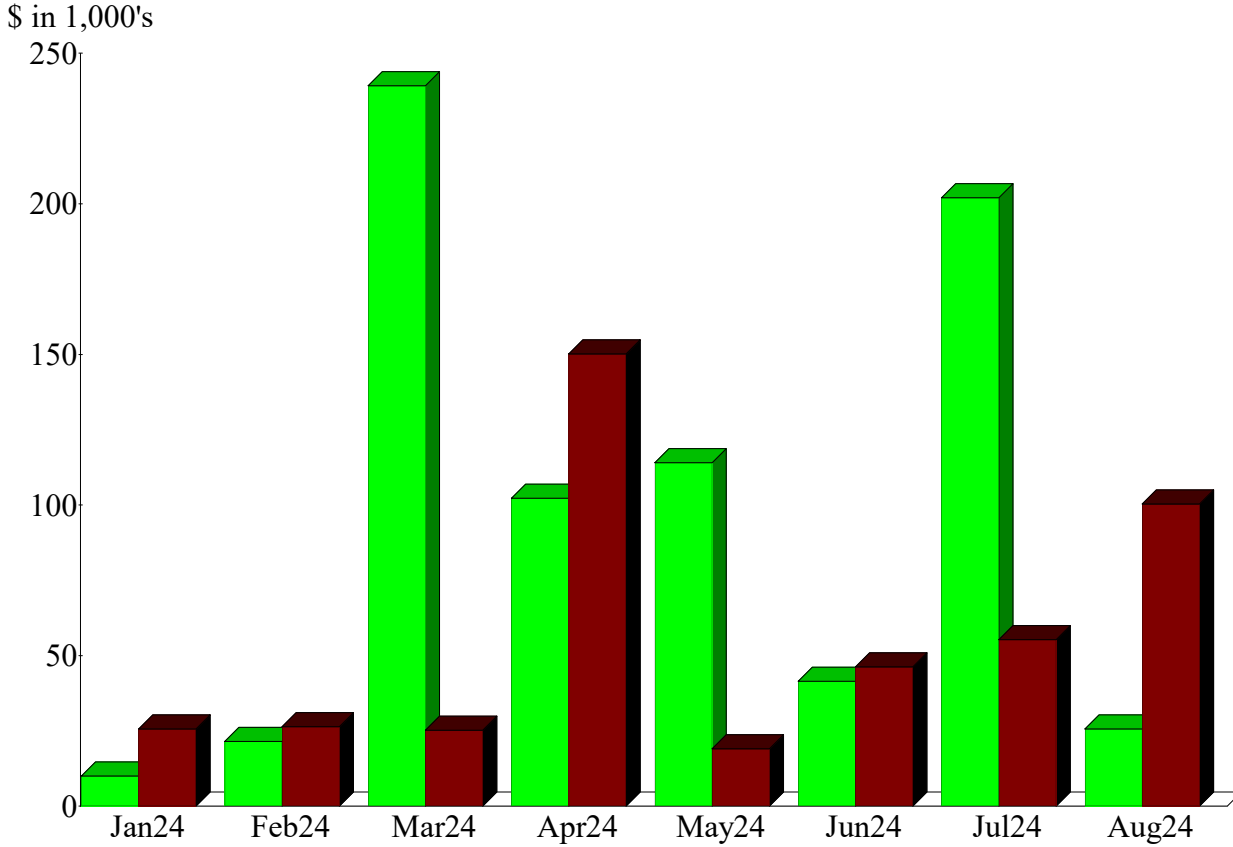
Income Summary
January through August 2024

1-100 · GF INCOME	59.15%
2-100 · DS INCOME	40.85
Total	\$756,228.97



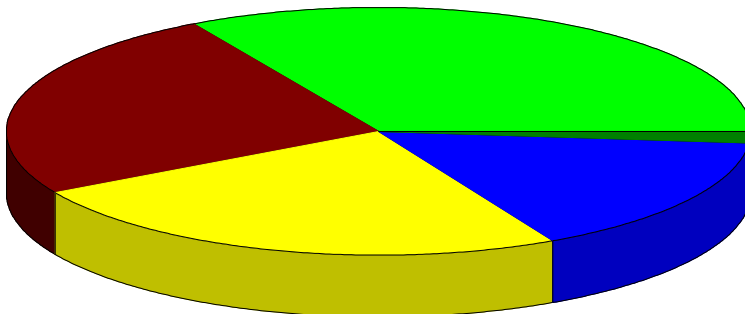
By Account

Income and Expense by Month
January through August 2024



Expense Summary
January through August 2024

1-3000 · GF EXPENSES	33.33%
1-2000 · LODGE	25.01
2-1000 · DS EXPENSES	24.53
1-1000 · SERVICES	15.81
1-4000 · OTHER	1.32
Total	\$448,614.27



By Account



Cathedral Pines Metropolitan District

PAYMENT REQUEST

9/17/2024

GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Black Hills Energy	5715886192	9/5/2024	\$ 26.96	Auto Pay
C&H Asphalt	MIC376A	6/17/2024	\$ 5,418.25	
C&H Asphalt	MIC377A	6/25/2024	\$ 5,997.00	
Chivari	45779	9/6/2024	\$ 4,200.00	Paid With Wire 9/10
EE Cleaning	11683	8/31/2024	\$ 380.00	
Fountain Valley Mechanical	74094	8/19/2024	\$ 269.85	
Gardner Law Office	10368	8/15/2024	\$ 750.00	
J&E Electric	998649	8/30/2024	\$ 1,645.00	
LandTech	10876	8/21/2024	\$ 148.57	
LandTech	10955	8/26/2024	\$ 75,000.00	
LandTech	11096	9/3/2024	\$ 3,334.00	
Mountain View Electric	360501	8/21/2024	\$ 301.11	Utilities - O&M
Mountain View Electric	360601	8/21/2024	\$ 2,528.80	Utilities - O&M
Mountain View Electric	404701	8/21/2024	\$ 62.75	Utilities - O&M
Mountain View Electric	103043401	8/21/2024	\$ 628.25	Utilities - Lodge
Mountain View Electric	103045401	8/21/2024	\$ 41.44	Utilities - O&M
Mountain View Electric	103047401	8/21/2024	\$ 37.62	Utilities - O&M
Mountain View Electric	103051401	8/21/2024	\$ 39.36	Utilities - O&M
Mountain View Electric	103051901	8/21/2024	\$ 37.87	Utilities - O&M
Mountain View Electric	103161601	8/21/2024	\$ 38.73	Utilities - O&M
Mountain View Electric	103162001	8/21/2024	\$ 44.64	Utilities - O&M
Mountain View Electric	103470400	8/21/2024	\$ 39.00	Utilities - O&M
Mountain View Electric	103470800	8/21/2024	\$ 253.00	Utilities - O&M
Mountain View Electric	103484500	8/21/2024	\$ 43.00	Utilities - O&M
Ridgeline Land Surveying	2661	8/20/2024	\$ 500.00	
Solitude Lake Management	PSI083504	6/21/2024	\$ 1,970.00	
Solitude Lake Management	PSI106519	9/1/2024	\$ 691.67	
Stratus IQ	90124	9/1/2004	\$ 204.99	
Tall Timbers Tree & Schrub Services	655506	6/10/2024	\$ 5,625.00	
TWM	107894	9/1/2024	\$ 1,750.00	
Waste Connection	5142305V315	9/1/2024	\$ 275.56	Auto Payment
WSDM District Managers	367	8/31/2024	\$ 7,016.50	
TOTAL			\$ 119,298.92	

TOTAL \$ 119,298.92

Director _____

Eastern Colorado Bank 8/20/2024	\$ 294,272.49
This Months Payables	\$ (119,298.92)
Eastern Colorado Bank After Draw	\$ 174,973.57





Monthly Online Report

August 2024



Executive Summary

Dear The Lodge at Cathedral Pines,

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

- Launched updated website design
- Increased website sessions by 50% compared to August 2023
- Successfully navigated multiple Google Algorithm updates

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

Google Analytics v4: Overview

Account: The Lodge at Cathedral Pines | Traffic channel: All | Filter: All Users | Period: 01 Aug - 31 Aug, 2024

Sessions

2.6K

The number of sessions within the date range

New Sessions

77.65%

An estimate of the percentage of first time visits

Pages / Sessions

1.39

The average number of pages viewed during a session

Engagement Rate

25.45%

The percentage of engaged sessions

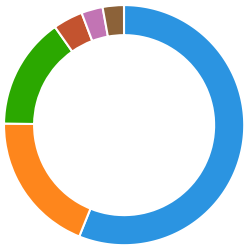
Avg. Session Duration

00:00:53

The average length of a Session

Google Analytics v4: Top Traffic Channels by Sessions

Account: The Lodge at Cathedral Pines | Filter: All Users | Period: 01 Aug - 31 Aug, 2024

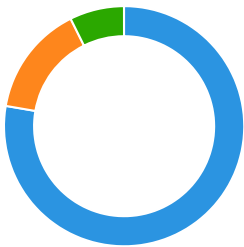


Paid Social	1,550 (58.51%)
Organic Search	528 (19.93%)
Direct	415 (15.67%)
Paid Search	111 (4.19%)
Organic Social	35 (1.32%)
Referral	10 (0.38%)

Total 2,649 (100%)

Google Analytics v4: New Vs Returning Visitors

Account: The Lodge at Cathedral Pines | Traffic channel: All | Period: 01 Aug - 31 Aug, 2024



New visitors	2,053 (77.71%)
Unassigned	395 (14.95%)
Returning visitors	194 (7.34%)

Total 2,642 sessions (100%)

Google Analytics v4: Top Pageviews

Account: The Lodge at Cathedral Pines | Traffic channel: All | Period: 01 Aug - 31 Aug, 2024

No.	Page	Pageviews	Sessions	Engaged sessions
1	/family-events/	1,637 (44.40%)	1,593 (60.25%)	123 (18.28%)
2	/	1,049 (28.45%)	879 (33.25%)	490 (72.81%)
3	/wedding-venue-colorado-springs/	406 (11.01%)	296 (11.20%)	255 (37.89%)
4	/event-venue/	245 (6.64%)	218 (8.25%)	190 (28.23%)
5	/contact-us/	104 (2.82%)	72 (2.72%)	59 (8.77%)
6	/wedding-venue-colorado-springs/wedding-images/	46 (1.25%)	46 (1.74%)	40 (5.94%)



No.	Page	Pageviews ▼	Sessions	Engaged sessions
7	/family-reunion-colorado/	44 (1.19%)	40 (1.51%)	32 (4.75%)
8	/special-occasions/	44 (1.19%)	43 (1.63%)	39 (5.79%)
9	/colorado-meeting-venue/	33 (0.90%)	24 (0.91%)	19 (2.82%)
10	/blog/	25 (0.68%)	23 (0.87%)	18 (2.67%)

Google Business Profile: Impressions (Overview)

Location: The Lodge at Cathedral Pines (13977 Milam Rd, Colorado Springs, 80908) | Period: 01 Aug - 31 Aug, 2024

Impressions Desktop Maps

154

Business impressions on Google Maps on Desktop devices.

Impressions Desktop Search

293

Business impressions on Google Search on Desktop devices.

Impressions Mobile Maps

757

Business impressions on Google Maps on Mobile devices.

Impressions Mobile Search

917

Business impressions on Google Search on Mobile devices.

This month's preview

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

- Develop new website content
- Continue monitoring and update site based upon Google algorithm changes
- Monitor and update PPC campaigns
- Continue developing and delivering content to social channels

Lodge Traffic August 2024

Venue Tours

<u>#</u>	<u>Tour Name</u>	<u>Tour Date</u>	<u>Schedule Method</u>	<u>Event Type</u>	<u>Desired Date</u>	<u>Anticipated Guest Count</u>	<u>Booked?</u>	<u>Date Booked</u>	<u>Notes</u>
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Tour Name	Tour Date	Event Date	Resident Sponsor
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Also, thank you Ecton for the new lock handle on the dumpster area doors! That thing is so smooth and nice, so much better than the old one! I am interested in getting some sort of stopper for the doors so they do not swing shut on me in the wind, but a simple door stop on the inside of the door might be sufficient enough instead of going back to the poles. What do we think?

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Goals

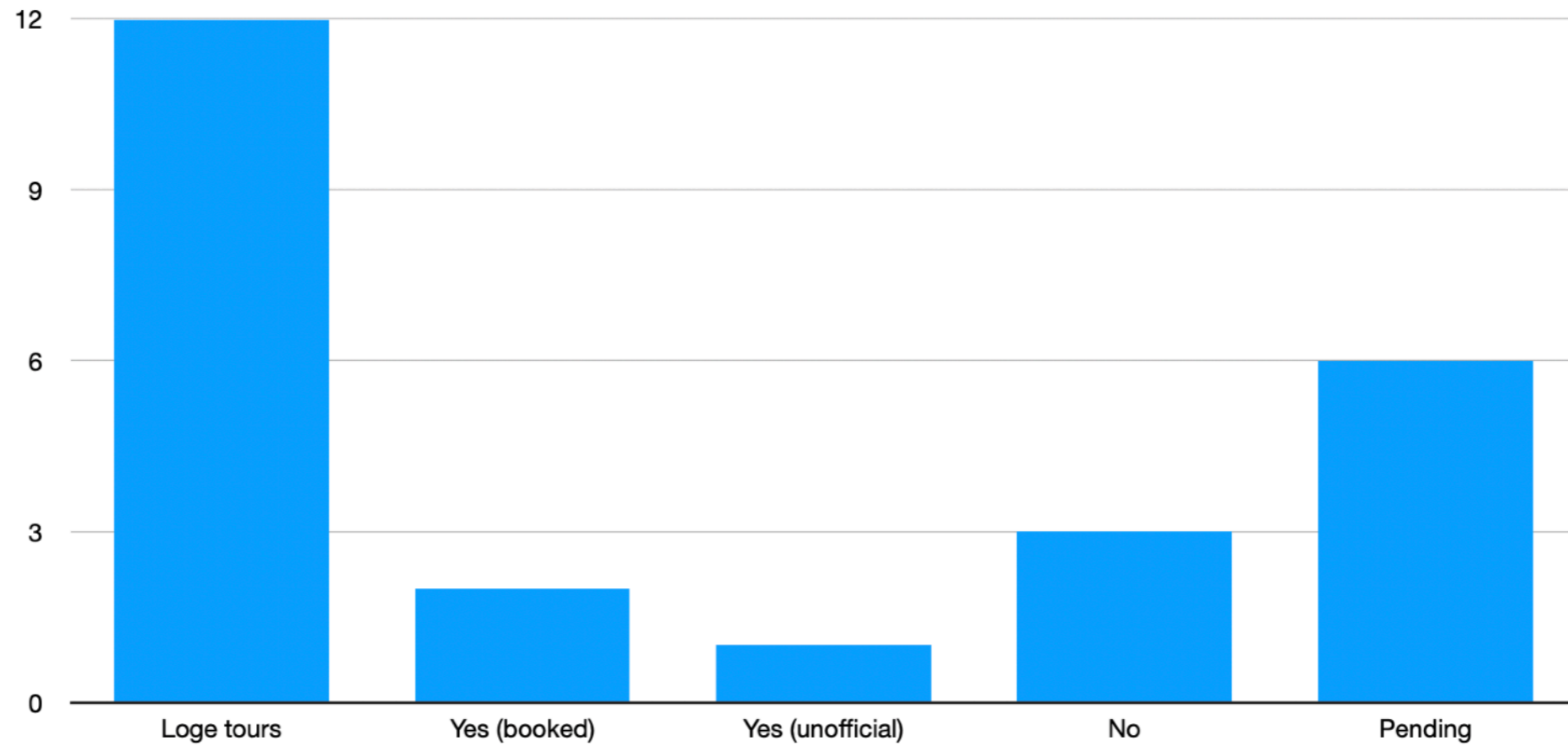
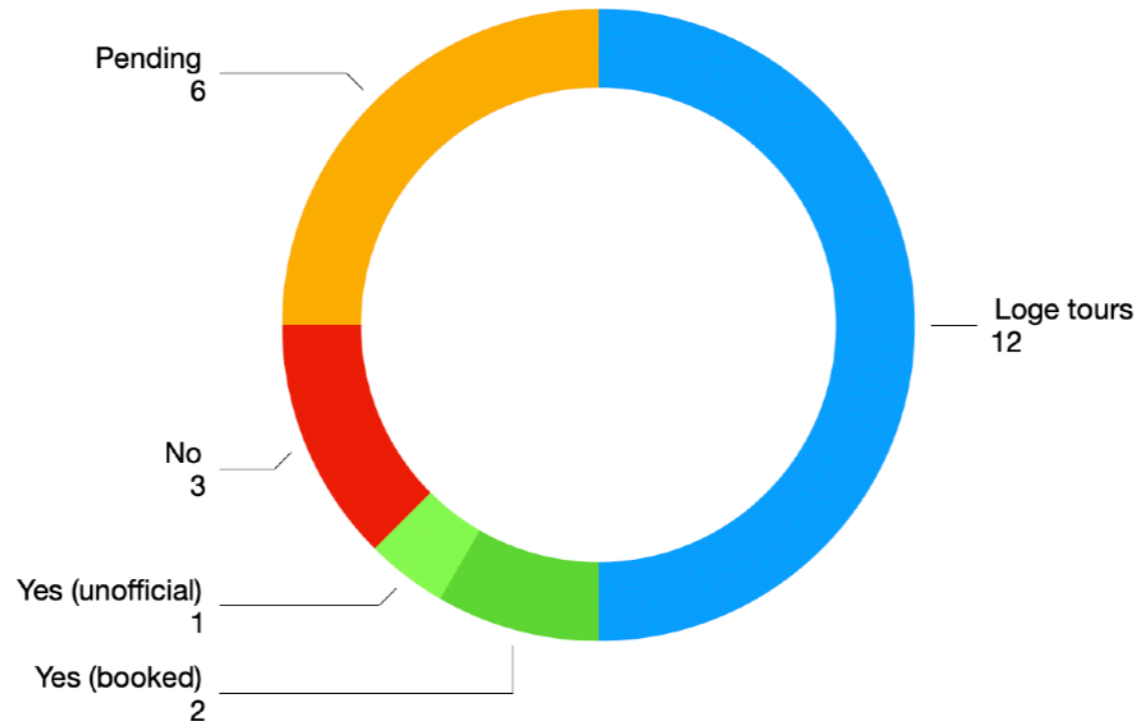
Sales and traffic goals for the Lodge this month:

- end the month at 10 tours
- Finalize details and preparations for my maternity leave

End-of-Year Goals:

75 total events (current: 67) \$155,000 in revenue (current: \$134,025)

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