

**MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE  
CATHEDRAL PINES METROPOLITAN DISTRICT WAS  
HELD DECEMBER 19, 2025, AT 9 A.M.**

Pursuant to posted notice, the special meeting of the Board of Directors of the Cathedral Pines Metropolitan District was held on Friday, December 19, 2025, at 9 a.m. virtually via video/teleconference.

In attendance were Directors:

Bill Heeter	President	<u>Primary Responsibilities</u> Board Mgmt.;Agendas; Lodge; Misc. Projects
Ecton Espenlaub	Secretary	Trails and Misc. Landscaping/Other Projects
Scott Gassen	Director	Firewise Liaison; Misc. Projects

Absent Directors:

Rick Stauch	Vice President	<u>Primary Responsibilities</u> Community Landscaping; Comm. Liaison
Kevin Combs	Treasurer	Finances; Budget Mgmt.; Forecasting

Also in Attendance were

Rebecca Harris	WSDM	<u>Primary Responsibilities</u> District Manager
Danielle Daigle-Chavez	WSDM	District Manager
Bob Gardner	Gardner Law	Cathedral Pines Legal Representation

**MINUTES**

1. Call to Order:

The meeting was called to order at 9:08 a.m. 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 Gassen moved to approve the Agenda as presented, seconded by Director Espenlaub, the motion passed unanimously.

4. Approval of November 18, 2025, Special Board Meeting Minutes:

After review, President Heeter moved to approve the November 18, 2025, meeting minutes as presented, seconded by Director Espenlaub. Motion passed unanimously.

5. Financial Matters:

- a. Approve Unaudited Financial Reports through November 30, 2025: Discussion was tabled.
- b. Approve Payables through December 19, 2025: Ms. Harris presented the Payables for the period. Director Espenlaub moved to approve the December 19, 2025, payables, seconded by President Heeter. Motion passed unanimously.

6. Lodge Management Update:

- a. Lodge Maintenance Update- President Heeter provided the update. The Lodge fireplace is not functioning again. The issue may be electrical, and an electrician, as well as the fireplace service provider, will need to coordinate to inspect the fireplace together and troubleshoot the issues. The thermostats in the Lodge have been fixed. Refilling the propane tanks remains a concern, as no company has been identified that will deliver refill tanks, so they must be picked up personally.
- b. Review Lodge Manager's 2026 Contract. Discussion was had regarding the 2026 bonus structure for the Lodge Manager. Ms. Harris reviewed the 2026 bonus payment. President Heeter moved to approve the payment of the first-tier bonus and table the other tiered payments until the final revenue count for January can be reviewed by the Board, seconded by Director Espenlaub. Motion passed unanimously.

7. Landscaping Matters:

- a. Review and consider approval of Landscape Contracts for 2026. President Heeter updated the Board that the 2026 contract is more expensive than was anticipated. Director Stauch was able to address desired items which were initially missing from the LandTech contract and get those points of concern resolved.
- b. Status of Proposal by Solitude to Mitigate Cattails from Ponds. Ms. Daigle-Chavez updated the Board regarding the lack of return communication from Solitude Lake Management. The upper Vessey pond needs roughly half of its cattails removed. If removing the cattails should affect the number of fish in the ponds, the ponds will simply be re-stocked.

8. Other Business:

- a. Status of Property Between Cathedral Pines and Storage Shed: President Heeter provided the update to the Board. Villagree Homes has bought the neighboring property. President Heeter will meet with a Villagree point of contact to get more information about the long-term plan for the development there. Board members have inquired about the possibility of selling the parcel of land on which the District's shed is currently located to Villagree Homes. Ms. Harris expressed some concerns and items to consider. Mr. Gardner noted that this venture would require further research, including consideration of existing water rights and the inclusion or exclusion of this

property into the district. The Board gave direction to Ms. Harris and Mr. Gardner to prepare a memo with a list of questions for Board review.

- b. Holiday Breakfast at Lodge: President Heeter gave the update that the event was a big success, with a larger turnout than anticipated to enjoy the Grinch-themed breakfast and Holiday movies.
9. Discuss Possible Merger of HOA and Metropolitan District: Delayed until the HOA election and the new HOA Board is seated in January.
10. New Business: No new business.
11. Public Comment: There was no public comment.
12. Executive Session §24-6-402(4)(b) and (e), C.R.S. -  
Conference to receive legal advice regarding concerns for Contract Negotiations: President Heeter motioned to enter into executive session per §24-6-402(4)(b) and (e), C.R.S., at 9:37 a.m. to conference with legal counsel regarding concerns for contract negotiations; seconded by Director Espenlaub. Motion passed unanimously.  
Director Espenlaub motioned to exit executive session per §24-6-402(4)(b) and (e), C.R.S., at 9:52 a.m. to conference with legal counsel regarding concerns for Contract Negotiations; seconded by President Heeter. Motion passed unanimously.
13. Adjournment: Director Gassen motioned to adjourn the meeting at 9:53 a.m.; seconded by President Heeter. Motion passed unanimously.

*Danielle Daigle-Chavez*

Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL DECEMBER 19, 2025, SPECIAL MEETING MINUTES OF THE CATHEDRAL PINES METROPOLITAN DISTRICT.

Ecton Espenlaub  
Ecton Espenlaub (Jan 22, 2026 16:15:23 MST)

Approved by: Secretary of the Board

# CPMD 12-19-25 Meeting Minutes

Final Audit Report

2026-01-22

Created:	2026-01-22
By:	Danielle Daigle-Chavez (danielle.d@wsdistricts.co)
Status:	Signed
Transaction ID:	CBJCHBCAABAA64ZU6EnoakIF-P0XCZoTq-o-ZDfIP8S

## "CPMD 12-19-25 Meeting Minutes" History

-  Document created by Danielle Daigle-Chavez (danielle.d@wsdistricts.co)  
2026-01-22 - 11:09:25 PM GMT
-  Document emailed to Ecton Espenlaub (ecton.espenlaub@gmail.com) for signature  
2026-01-22 - 11:09:28 PM GMT
-  Email viewed by Ecton Espenlaub (ecton.espenlaub@gmail.com)  
2026-01-22 - 11:15:01 PM GMT
-  Document e-signed by Ecton Espenlaub (ecton.espenlaub@gmail.com)  
Signature Date: 2026-01-22 - 11:15:23 PM GMT - Time Source: server
-  Agreement completed.  
2026-01-22 - 11:15:23 PM GMT



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