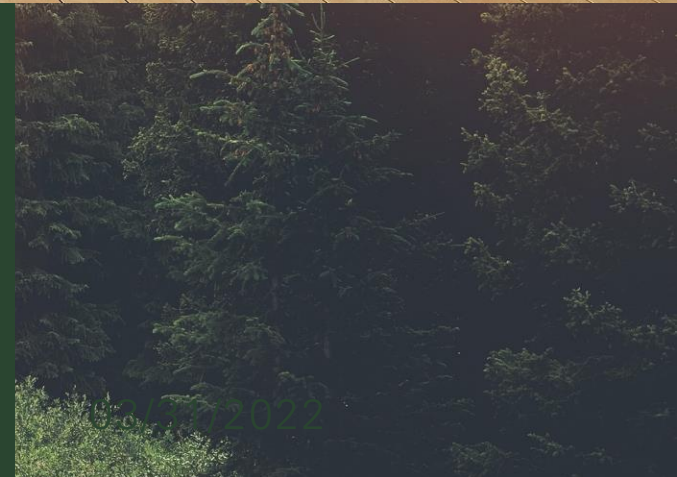




# Inaugural Meeting



# Agenda

- 🌲 Introductions
  - 🌲 Current Metro District Board Members
  - 🌲 Who Does What? Metro/HOA/El Paso County
- 🌲 Treasurer's Report
- 🌲 Board Accomplishments in 2021
- 🌲 Board Goals for 2022
- 🌲 Nearby Community Update
- 🌲 Questions and Comments
- 🌲 Long Term Strategic Issues for Community
- 🌲 Board Member Openings/Election Process
- 🌲 Open Forum
- 🌲 Adjournment



# Meeting Guidelines

1. Please hold all questions until Question and Comment periods
2. You may submit questions or comments in writing using the forms on your table or by raising your hand (**name must be on submission to be answered**)
3. Please limit all questions or comments to no more than 5 minutes per person
4. Board members will be available after the meeting to answer any additional questions

**Thank you!**



## Board of Directors 2021

- ♣ Bill Heeter - President (2022)
- ♣ Rick Stauch – Vice President (2022)
- ♣ Kevin Combs -Treasurer (2022)
- ♣ Ecton Espenlaub - Secretary (2022)
- ♣ Lynn Shepherd- At Large (2023)

(Dates in parentheses show year of term expiration)

# Metro District Board of Directors

## Primary Areas of Responsibility

- ✦ Lynn Shepherd – Lodge Operations
- ✦ Ecton Espenlaub – Trails, General Maintenance
- ✦ Kevin Combs – Financial Reporting, Bonds
- ✦ Rick Stauch – Joint Engagement Committee, Special Projects
- ✦ Bill Heeter – General Management, Landscaping, Newsletter, Special Projects





# Walker Schooler District Managers

Kevin Walker, President  
Rebecca Hardekopf, District Manager

## Primary Responsibilities

Public Reporting: Agendas, Minutes, Meeting Dates, Board Resolutions

Governmental Policy Guidance and Reporting

Legal Liaison

Budgeting and Financial Reporting, including Outside Audit Management

Assistance with all Agreements and RFPs

Accounting and Bookkeeping services

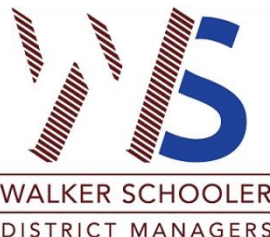
Official Custodian of Records

## Walker-Schooler Contact Information

Phone: 719-447-1777

Email: [rebecca.h@wsdistricts.co](mailto:rebecca.h@wsdistricts.co)

Website: [wsdistricts.co](http://wsdistricts.co)



# Warren Management Group

Jamie Adams, CMCA, AMS, PCAM  
Community Association Manager

## Primary Responsibilities

Day-to-day Community Operations  
Communications with Service Providers  
Project Execution and Follow-up

## Warren Management Contact Information

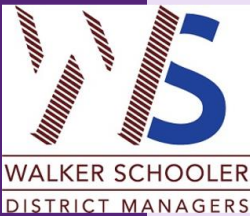
Phone: 719-685-8724

Email: [cathedralpines@warrenmgmt.com](mailto:cathedralpines@warrenmgmt.com)

Website: <https://tinyurl.com/CathedralPines> (New Vantaca website)



# Metro District Board



- ⬆ Operations and maintenance of the common areas, medians, ponds, trails (in conjunction with El Paso County), mailbox area, and Vessey storage shed
- ⬆ Lodge Operations; interior and exterior maintenance including landscaping, parking, and snow removal. Lodge rentals, financial performance and capital improvements
- ⬆ Repayment of bonds for initial structure and improvements
- ⬆ Secondary responsibility for snow removal on Cathedral Pines (first pass)
- ⬆ Metro District budget management
- ⬆ Responsibilities split between Walker-Schooler District Managers (Finance & Governance) & Warren Management (Day to Day Management)
- ⬆ Long Term Community Planning

[cathedralpinesmd.colorado.gov](http://cathedralpinesmd.colorado.gov)



# Homeowners Association

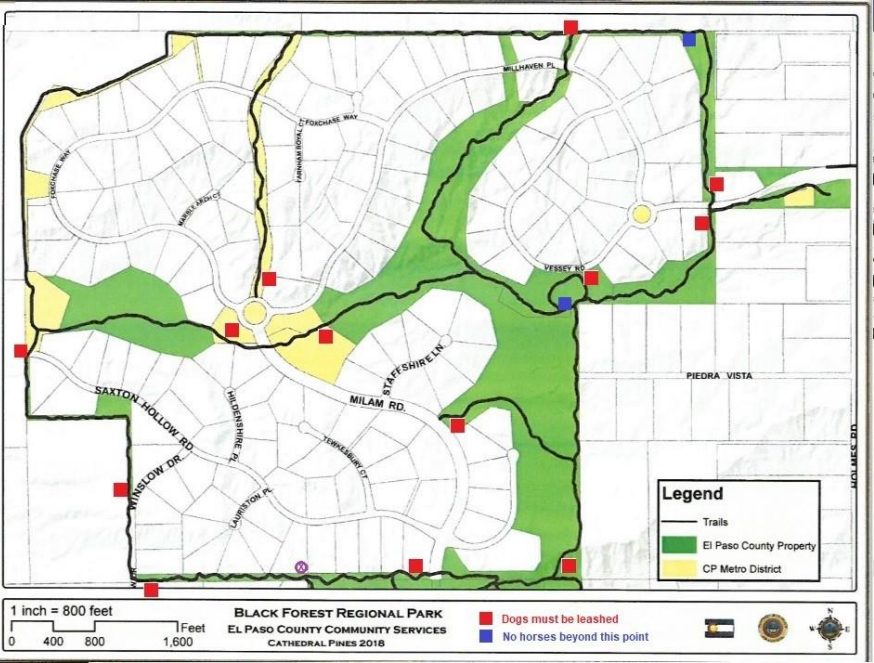
- 🌲 Community Activities, including Social, Forestry Health, and Conducting an Annual Homeowners Association Meeting.
- 🌲 Water Augmentation Plan Monitoring, including collection of well readings for the State Water District. (Due October 31st)
- 🌲 HOA Budget Management/Assessment Collection
- 🌲 Invoice verification/monthly financial reporting
- 🌲 Trash Collection
- 🌲 Community Governance/Covenant Resolution
- 🌲 Fine/Lien Authority
- 🌲 Architectural Control Committee
- 🌲 Insurance for Liability, Directors & Officers and Property for Monuments

<https://tinyurl.com/CathedralPines>  
New Vantaca website



# El Paso County

- 🌲 Roads – Repairs and Maintenance
- 🌲 Curbs/Gutters- Repairs and Maintenance
- 🌲 Trail System- Repairs and Maintenance (in conjunction with Metro District)
- 🌲 Weed control along Right of Ways
- 🌲 Drainage along Right of Ways
- 🌲 Primary Responsibility for snow removal on CP roads
- 🌲 Weed control on County Properties



[citizenconnect.elpasoco.com](http://citizenconnect.elpasoco.com)



# Metro District Accomplishments in 2021 - Kevin Combs

## Financial Performance

- Improvement in Financial Health since 2018
- Impact of COVID on Operating Budget - Plans Postponed
- Strengthen Reserves for Contingencies
- Established Major Contract Bidding Rotation

Community Management  
District Management  
Landscaping Contract  
Lodge Management

Improved bond rating and favorable audit



WALKER SCHOOLER  
DISTRICT MANAGERS



# 2022 Metro Board Objectives – Kevin Combs



## Financial Objectives

- ♣ Address outstanding FEMA Claim (+/- \$50,000)
- ♣ Pursue COVID-related expense reimbursement from State
- ♣ Explore Special District Infrastructure Grants (part of Build Back Better)
- ♣ Maintain Mill Levy for 2022 – Approx. \$700,000
- ♣ Reinvest Property Tax increase into Community
- ♣ Capital Spending Plan
- ♣ Strengthen Reserve Funds

METRO DISTRICT TOTAL REVENUE & RESERVES - 2022 BUDGET	
Property Tax - Average per Site	3,644
Number of Sites	<u>172</u>
Total Revenue	626,735
Bond – Tax Revenue Dedicated to Interest, Principal & Other Debt Costs	<u>(292,867)</u>
Property Tax Revenue less Bond Revenues	333,865
Lodge Rental	75,000
Shed Rental	10,000
FEMA Funds	<u>20,000</u>
Revenue Remaining for Operations	438,865
General Fund – Beginning Cash Balance	<u>270,740</u>
Remaining Amount for District Spending & Reserves in 2022	709,605

BOND ISSUED FOR CATHEDRAL PINES INFRASTRUCTURE	2020 Actual	2021 Actual	2022 Budget
Bond Payable	4,805,360	4,740,360	4,675,360
Principal Payment	65,000	65,000	75,000
Interest Expense (4.6%)	219,763	218,056	216,350
Other Debt Related Expenses	<u>4,215</u>	<u>4,261</u>	<u>6,300</u>
Total Annual Debt Financing	288,978	287,317	297,650

	2020 Actual	2021 Actual	2022 Budget	% Change
				2021 to 2022 Bud
Total Revenue	417,883	431,429	438,865	2%
Professional Services	88,433	85,619	96,555	13%
Lodge Operations	102,730	82,397	177,800	116%
General Expenses	132,201	52,639	145,000	175%
Other	16,621	52,229	26,393	-49%
Total Metro Expense	<u>339,985</u>	<u>272,884</u>	<u>445,776</u>	63%
Net Income (Increase in Fund Monies)	77,898	158,545	(6,883)	-104%

REVENUE FLUCTUATIONS	2020 Actual	2021 Actual	2022 Budget	2021 Act to 2022 Bud	Comments
Property Taxes & Special Ownership Taxes	253,025	317,499	333,868	5%	Increased Values
Lodge Rental	49,492	103,601	75,000	-28%	Conservative bookings
Grant Income - FEMA Funds	115,292	-	20,000	-	No Receipt in 2021
Other Income	<u>74</u>	<u>10,329</u>	<u>9,997</u>	-3%	Shed Rental
Total Revenue	417,883	431,429	438,865	2%	



EXPENSE FLUCTUATIONS	2020 Actual	2021 Actual	2022 Budget	2021 to 2022	Comments
<i>SELECT EXPENSE ITEMS</i>					
Capital Improvements	10,193	10,579	60,000	49,421	Various Projects
Snow Removal	28,395	12,630	35,000	22,370	Late bills/timing
Repairs & Maintenance	69,030	19,095	40,000	20,905	Alarm/Seal Coating
Lodge Mgmt. & Advertising	31,765	28,000	47,000	19,000	More rentals
Election	208	-	10,000	10,000	2022 Election year
Legal Expense	12,333	5,683	15,000	9,317	Nothing specific
Contingency	1,200	846	10,000	9,154	Used for Election
Landscaping	44,901	48,172	55,000	6,828	Added Initiatives
Walker-Schooler - Metro Dist. Advisors	42,000	44,100	46,305	2,205	Nothing specific
Warren Mgmt. - Assist with daily operations	24,000	27,436	26,250	(1,186)	Nothing specific



# Lodge Capital Improvements

- ✦ Purchase shades for windows
- ✦ Purchase upgraded seating
- ✦ Explore storage options for storage of furniture
- ✦ Purchase of rolling white board for presentations
- ✦ Install new countertop on curved wall
- ✦ Explore canopy over back deck or patio lights.

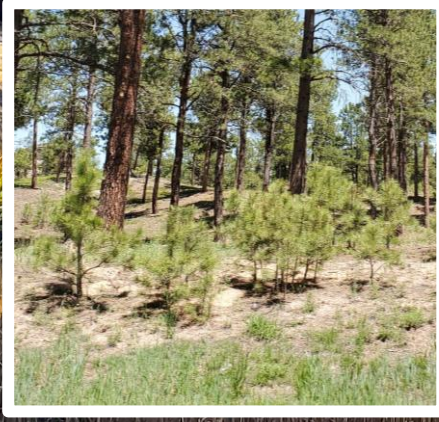
# Metro District Accomplishments in 2021 – Bill Heeter

## Landscaping

- ▲ New trees on Milam Road
- ▲ Clearing dead shrubbery in medians
- ▲ Repair Irrigation system
- ▲ Roundabouts clean-up
- ▲ Winslow entrance enhancement



# 2022 Metro District Objectives – Bill Heeter



## Landscaping

- ⬆ Develop roadside seedling mitigation program
- ⬆ Continue participation in semi-annual chipping programs
- ⬆ Expand mowing area to cover:
  - ⬆ Roundabouts
  - ⬆ Public areas and all Metro open property (e.g., near Vessey ponds, north side of community)
  - ⬆ Roadsides for all homeowners
- ⬆ Develop mistletoe abatement program
- ⬆ Improve appearance of all three entrance Monuments and mailbox area

# Metro District Accomplishments – Ecton Espenlaub

## Trail Maintenance

- 🌲 Erosion repair
- 🌲 Built steps and bike section
- 🌲 Path across dam
- 🌲 Major erosion repair project
- 🌲 Slope changes to shed water from the trail



# 2022 Metro District Objectives – Ecton Espenlaub

## Trails and Maintenance

- 🌲 Remove Dead Trees west of the Vessey ponds
- 🌲 Repair erosion on interior trails including slope changes and some trail re-routing
- 🌲 Work to get County approval to connect a new trail section from Saxton Hollow (East) to the Milam cut off
- 🌲 Erosion repair



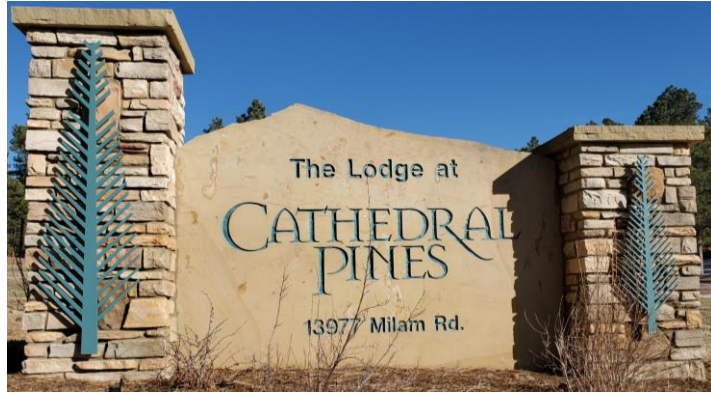
# 2021 Metro District Accomplishments – Lynn Shepherd

## Lodge Operations

- ♣ Bookings exceeded budget despite COVID
- ♣ Implemented COVID protocols
- ♣ Remodel of bridal/grooms' rooms
- ♣ Expanded Lodge parking area
- ♣ Conducted a candidate search for Lodge Manager and hired VenQ to manage lodge using the rotating RFP process
- ♣ Developed a resident rental plan that maintains a great value for CP residents
- ♣ Developed marketing plan for 2022 implementation



# 2022 Metro District Objectives – Lynn Shepherd



## Lodge Operations

- 🌲 Expand Marketing Plan to Include Businesses/Retreats
- 🌲 Purchase new upgraded furniture
- 🌲 Complete installation of new audio system on rear deck (noise suppressed for neighbors)
- 🌲 Install seasonal decorations to coordinate with HOA
- 🌲 Host joint events with HOA





# Metro District Accomplishments in 2021– Rick Stauch

## Review of Lodge Fire Alarm and Security Systems

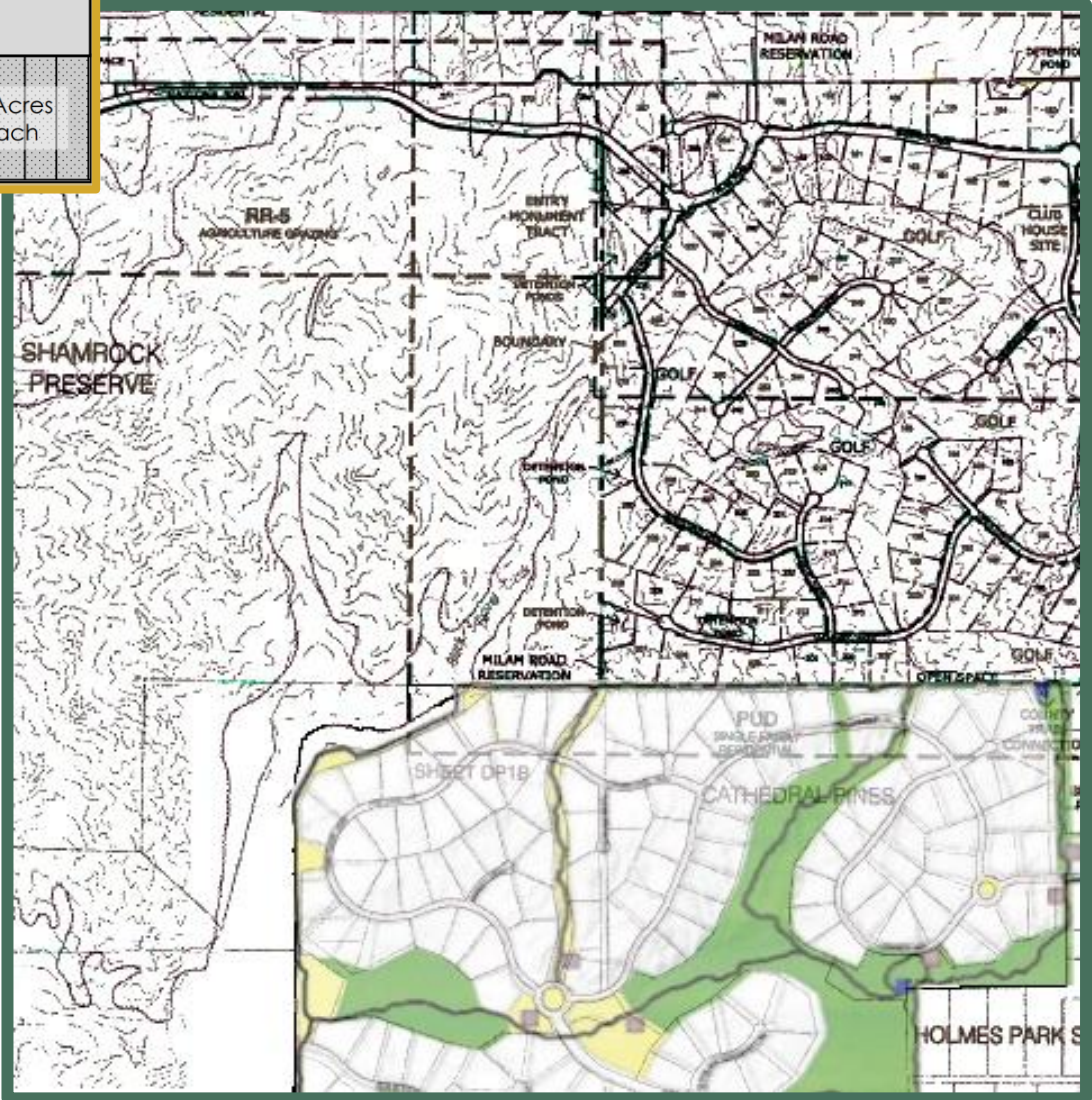
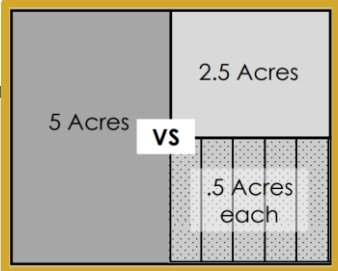
- ▲ Ensured security system was functional
- ▲ Sought bids for replacement of fire alarm system
- ▲ Co-Chaired Joint Civic Engagement Committee



# 2022 Metro Goals - Rick Stauch

## JCEC Activities

- 🌲 Flying Horse North
  - 🌲 Originally planned at 483 lots, expansion plan calls for 1,571 lots plus luxury hotel and commercial area
  - 🌲 Impact on Milam and Holmes Roads
  - 🌲 County approval process
- 🌲 The Estates at Cathedral Pines
  - 🌲 Vilagree Luxury Homes is planning an upscale community west of Cathedral Pines
  - 🌲 Seven or eight 4 – 4.5 acre lots
  - 🌲 Minimum 9,000 Sq Ft homes planned in gated community
  - 🌲 Estimated \$5,000,000 minimum selling price



**Questions and Comments?**





# Long Term Strategic Issues– Your Investment in Your Community!

Presentation by Jeremy Powell, Kimley-Horn, Planning and Design Engineering Consultants

- What is this about?

- To ensure the residents of Cathedral Pines understand potential improvements within the community.

- Why is it important to have a plan

- Improves the community appearance
  - Gives character and identity throughout
- Resources are spent more efficiently

- How much will This cost?

- An accurate budget is impossible without a plan.
- A detailed costing analysis and survey will follow after a plan is determined.

- How am I heard?

- A survey will be emailed out to the community

Figure 4: Percent who visited state parks in past 12 months

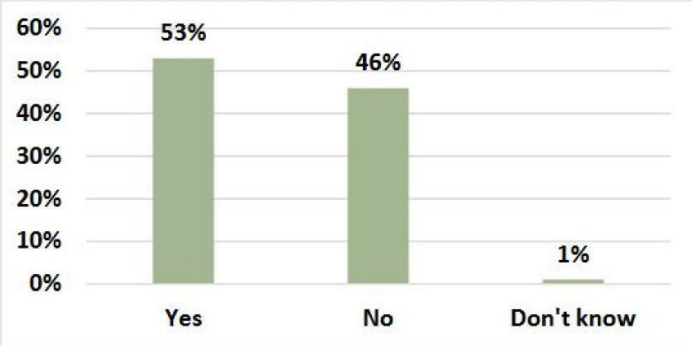
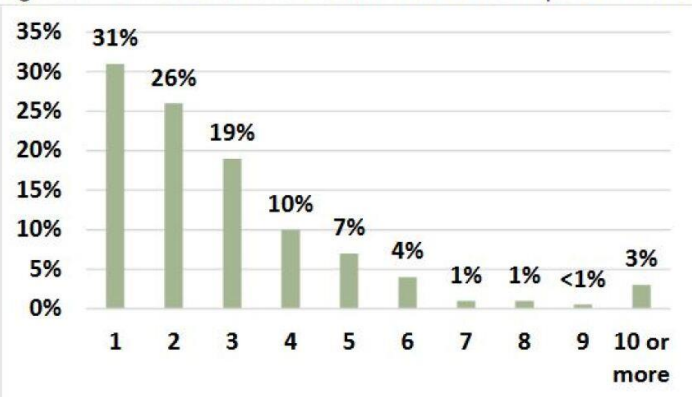


Figure 5: Number of different State Parks visited in past 12 months



Results from the Survey will be compiled and presented in graphical form like the Sample charts below.

## PROJECT UPDATE

**JUN**

kick off meeting  
establish program  
identify issues  
Public Meeting #1  
web outreach

**JULY**

alternatives  
Public Meeting #2

**AUG**

draft plan  
PRAB review  
Public Meeting #3  
final plan  
Council Approval

**SEP**

construction documents

**OCT - DEC**

bidding

**JAN - MAY 2016**

construction

site analysis   alternatives   draft plan   final plan

**MASTER PLAN**   CONSTRUCTION DOCUMENTS   BIDDING   CONSTRUCTION

## OUTREACH INFO

**Ways to participate...**

**Send text message responses**  
\*standard rates apply via your text messaging plan  
**Complete a paper survey**  
\*\*grab a handout from a design team member

text **jamieramos325** to **22333**

How's my presentation so far?  
Text **jamieramos325** or **22333** once to join, then **A, B, or C**

It's amazing! **A**  
It's incredibly amazing! **B**  
It's aw'right **C**

Additional questions or comments? **Comment forms**  
Next public meeting: **PRAB Reviews - August 5th**  
<http://www.brightonco.gov/254/P>

## WHAT WE HEARD

public meeting #1

**22** participants   **20** questions   **469** total responses

**Where do you live?**

**What are your largest concerns with the completion of Northgate Park?**

- 50%** Increased traffic/parking (highest concern)
- 40%** Safety/Night-time Use (2nd highest concern)
- 35%** Safety/Night-time Use (3rd highest concern)
- 17%** Increased Noise from Users
- 25%** Increased Traffic/Parking
- 25%** Increased Noise from Users
- 25%** Long-Term Maintenance

**Which word best describes the vision you would like to see at Northgate Park?**

passive   **activ**   traditional

**natur**

**What features do other City of Brighton Parks need more of?**

**What are the most important features to have at Northgate Park?**

- 50%** Splash Pad (most important)
- 35%** Non-Traditional Play (2nd most important)
- 21%** Shade Trees (3rd most important)
- 10%** Shade Trees
- 20%** Non-Traditional Play
- 16%** Multi-Use Turf Area
- 10%** Open Space
- 16%** Splash Pad

**Q3. What new, additional facilities should the community build? (select your top three)**

Bicycle dirt jump park	2.91%
ADA accessible play/recreation areas	4.65%
More athletic fields for softball/baseball and soccer	6.40%
Tennis courts	11.43%
Other (please specify)*	12.02%
More developed parks w/ interior trails, seating, playgrounds	12.40%
Open space property acquisitions	13.18%
A permanent ice rink	14.34%
More singletrack biking trails	18.22%
An enclosed/fenced dog park	19.57%
Put-ins and take-outs on San Juan River	20.74%
Indoor pickleball courts	21.32%
Outdoor pickleball courts	21.51%
A swimming pool/splash park	35.08%
More developed/paved trails	38.18%
A recreation center	42.64%

Landscaping is the first thing people see when they enter a community.



It sets the tone and creates an identity for the entire community.

The following slides will present different Levels of Design for the community.



- Green design

- This option provides:

- Heavier Planting
  - More grass
  - More variety
  - More flowers
  - More color
- Heavier Water use
- Better Diversification of trees and shrubs
- “Green” look throughout the community
- Park like environment in open areas





- Hybrid design

- This option provides:

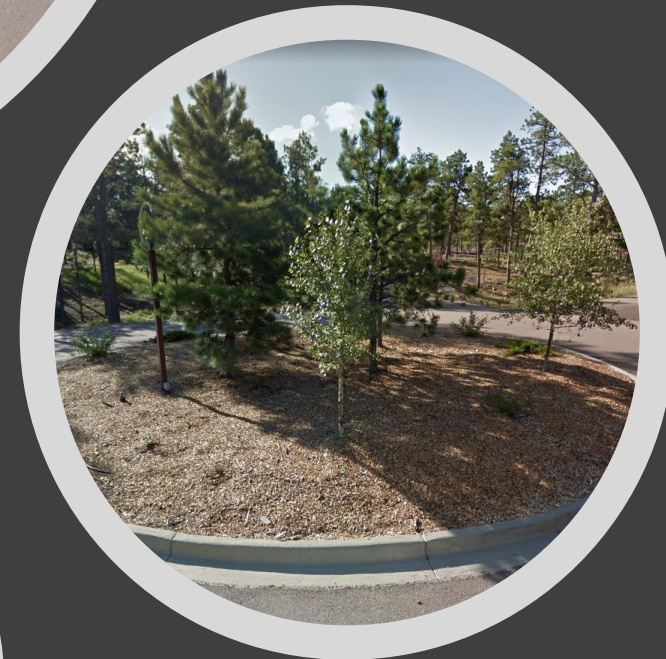
- Equal combination of plantings and rocks/boulders/mulch areas
- Less sod with the introduction of native grass
- Medium planting quantity
- Medium Irrigation / Water use





- Xeric design
  - Native Plantings
    - Less Quantity
    - Less Variety
  - Greater use of mulch and stone to fill areas
  - No sod or grass
  - Extremely efficient use of water

























- **No Change**

- Leave current design and plantings the way they are
- The current design is a modified hybrid design that utilizes a combination of plantings with irrigated turf but with:
  - Lower quantity of Plantings
  - Inadequate irrigation

# Level of Design Comparisons:

		<b>Installation Cost</b>	<b>Ongoing Maintenance Cost</b>	<b>Water Use</b>	<b>Maintenance</b> <small>(weeding, trimming, mowing, etc)</small>
1) Green Design					
2) Hybrid Design					
3) Xeric Design					
4) No Change					

# IRRIGATION PROBLEMS



The current irrigation system throughout the community is in a state of disrepair and is not operable in many areas of the community.

- No community landscape improvements can happen without addressing the irrigation.
- A new Irrigation system could be installed in phases.
- State grants supporting efficient water use may be available.

**Do you want to prioritize designing and installing a new irrigation system to assist with updating the landscape and community appearance?**

# Rank your top areas of importance for updates/improvements, from most to least important.



a. Milam Entrance

b. Vessey Entrance / Median

c. Winslow Entrance

d. Milam Entry Median

e. Milhaven Roundabout

f. Vessey Roundabout

g. Milhaven Median

h. Overall Cul-De-Sacs Throughout

i. Lodge Landscaping

j. Mailboxes

k. Community Open Spaces

## Emerald Ash Borer



Pine Beetle



## Tree Diversity

- Plant diversity enhances productivity and increases resistance against damage from insects.
- It is important to have a plan to ensure proper diversity so there will still be species left in case of a pest infestation.



Mistletoe



## Tree Overcrowding & Thinning

- Overcrowded trees compete for the limited nutrients in the soil.
- Thinning is selectively removing some of the trees, it improves the health of the remaining trees. It also increases resistance to drought, insects and mitigates wildfire danger.



## What can we do?

- Simple annual maintenance can benefit the community and increase the long-term vitality of the forest.



## VESSEY ROAD PONDS

These are stormwater ponds originally designed as part of the community master plan.

They have not been maintained since they were installed and are no longer functioning as they should.

Dredging can occur to remove the vegetation to help restore them back to how they were intended to work.



Benefits of dredging:

- Improve aesthetics
- Increase diversity of wildlife in the area
- Decrease mosquitos
- Improve stormwater flow

Cons of dredging

- Cost is approx. \$40,000
- This is not currently required by the County or State.

# WHATS NEXT?

- After this meeting, a follow up survey will be emailed out on Friday morning 4/1. Even those not attending the meeting will receive the survey. Results will be reported to the community as soon as we get enough responses to make it a valid survey.
- A second survey will follow early this summer with more information on costs as well as requesting additional guidance on direction to be pursued.
- Please fill out the short survey and encourage your neighbors to as well.



# 2022 Metro District Election Process – Kevin Walker



- ♣ Due to changes in State Election Laws and a move to rotating terms, 4 CP Metro District Board seats are open for election this May
- ♣ Elections are held on the second Tuesday after the first Monday in May of odd numbered years (starting 2023)
- ♣ Call for Nominations went out by email and mail by February 4, 2022
- ♣ Self-nomination forms were due to the DEO by February 25, 2022
- ♣ You must be an "Eligible Elector" to qualify to be on a Metro District Board. An Eligible Elector is defined as a registered voter of Colorado and either:
  - ♣ A resident of the District;
  - ♣ Owner (or spouse or civil union partner of the owner) of taxable real or personal property situated in the District

# 2022 Metro District Election Process– Kevin Walker



- 🌲 Term limit lengths
- 🌲 For 2022 Election terms are 1 years or 3 years
- 🌲 For 2023 Election terms are 2 years or 4 years
- 🌲 Cost of election to community (prices very based on DEO rates charged, District size, mail ballot, etc.)
  - 🌲 Recall election can typically vary from \$15,000 – \$80,000 (ex: Another District our office manages had a recall election that cost them \$65,000)
  - 🌲 Regular Election held typically runs from \$5,000 -\$25,000 (ex: Another District our office manages had an election that cost \$13,750)
- 🌲 If the number of self-nomination forms is less than or equal to the number of seats up for election an election may be cancelled and those self-nominated are elected to their terms

# Question & Answers - Open to Homeowners

