

**MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE  
CATHEDRAL PINES METROPOLITAN DISTRICT WAS  
HELD APRIL 22, 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 Tuesday, April 22, 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
Ecton Espenlaub,	Secretary
Scott Gassen	Director

Directors Attending Virtually

Directors Absent

Rick Stauch,	Vice President – Excused
Kevin Combs,	Treasurer - Excused

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 Espenlaub moved to approve the Agenda as amended to add item 7.c Millhaven Island discussion, 9.c Fish Stocking, 9.d. holiday wreaths; 9.e. AT&T cell tower; seconded by Director Gassen. Motion passed unanimously.

4. Approval of March 26, 2025 Special Board Meeting Minutes:

After review, Director Espenlaub moved to approve March 26, 2025, Special Board Meeting Minutes as presented; seconded by Director Gassen. Motion passed unanimously.

5. Financial Matters:

- a. Approve Unaudited Financial Reports through March 31, 2025: Ms. Harris presented the unaudited financials. After discussion, Director Gassen moved to approve the Unaudited Financial Reports through March 31, 2025, as amended; seconded by Director Espenlaub. Motion passed unanimously.
- b. Ratify and Approve Payables through April 22, 2025: Ms. Harris presented the Payables for the period. After discussion, President Heeter motioned to approve the payables as amended to add \$144.64 reimbursement to Director Espenlaub; seconded by Director Gassen. Motion passed unanimously.

6. Lodge Management Update:

- a. Review Quarter 1 Lodge Performance and Marketing: President Heeter requested to postpone this discussion until the full board is available to hear.
- b. Discuss permanent tree lights for the Lodge: President Heeter provided an update regarding the status of tree lighting. The Board is waiting for additional proposals to consider.
- c. Update on Asphalt Repairs: President Heeter reviewed the proposal from a new company to repair the asphalt at the lodge entrance, additional areas in the parking lot, and re-do the mail kiosk area and entrance to the Lodge drive. After discussion Director Espenlaub moved to authorize President Heeter and Ms. Harris to approve asphalt repairs for a not to exceed cost of \$12,000; seconded by Director Gassen. Motion passed unanimously.
- d. Status of Lodge Manager Contract 2025 Independent Contractor Agreement: President Heeter discussed his concerns with the most recent edit for the contractor agreement and advised Ms. Harris will engage Ms. Gardner to execute the contract once the corrections are made.

7. Landscaping Matters:

- a. Status update on mail kiosk landscaping: Ms. Harris presented Director Stauch's landscape report. After discussion the board directed Director Stauch to request the landscape around the mail kiosk use a smaller plant that does not exceed 4 feet in height.
- b. Update on Median/ Cul de sac: Ms. Harris provided Director Stauch's landscape update. After the discussion, the Board directed Director Stauch to have LandTech prepare a proposal for improving/refreshing the shrubbery beds around around the electrical box and cistern by the Lodge entrance. After discussion, the Board agrees they would like to see more vegetation incorporated in the cul-de-sacs, so long as the cost to establish them is low; otherwise, the rock design is good, and they love the boulders. Board discussed concerns regarding the pet waste stations not being emptied. Ms. Harris will follow up with Director Stauch.
- c. Millhaven Island: Director Espenlaub brought up concerns about the damaged sod from the County snow plows not being addressed. Ms. Harris will follow up with Director Stauch.

8. Legal Matters: Legal updated provided in executive session.

9. New Business:

- a. Update on Firewise Program: Director Gassen had no update. After the discussion, Ms. Harris noted she would share a contact from another Firewise community with Director Gassen that can help him with the firewise program research.
- b. Cistern Update: Ms. Gardner reviewed her research with the board and clarified that the Black Forest Fire Protection District is responsible for performing readiness tests and Cathedral Pines Metropolitan District is responsible for repairs and maintenance on the cistern and the surrounding grounds. President Heeter will contact the Black Forest Fire Department to discuss the next steps to inspecting the fire cisterns and reporting their condition back to the Board.
- c. Fish Stocking: Director Espenlaub would like the Board to consider stocking the pond this year. Ms. Harris will get a quote with the goal of planting to be done by late May.
- d. Holiday Wreaths: President Heeter updated the Board regarding purchasing vs. renting wreaths to decorate the front of the Lodge during the holiday season. It appears purchasing a four-foot wreath to hang above the entrance would have an approximate 1 1/2 year. payback. After the discussion, the Board agreed to move forward with purchasing the wreaths.
- e. AT&T Cell Tower: President Heeter inquired with the board if there is any interest in allowing a cell tower to be placed on Metro property, specifically by the barn or near the Milam well with the CP Metro District receiving the proceeds of renting that area to AT&T. After discussion the Board agreed to have President Heeter research this idea a little further with AT&T and report any options back to the Board.

10. Public Comment: There was no public comment.

11. Executive Session §24-6-402(4)(b) and (e), C.R.S.:

Director Espenlaub motioned to enter into executive session §24-6-402(4)(b) and (e), C.R.S., at 10:24 am to conference with legal counsel regarding concerns with work done by 101 Landscape; seconded by President Heeter. Motion passed unanimously.

Director Espenlaub motioned to exit executive session §24-6-402(4)(b) and (e), C.R.S., at 10:32 am to conference with legal counsel regarding concerns with work done by 101 Landscape; seconded by President Heeter. Motion passed unanimously.

12. Adjournment: President Heeter motion to adjourn the meeting at 10:38 am; seconded by Director Gassen. Motion passed unanimously.

*Rebecca Harris*

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Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 22, 2025, SPECIAL MEETING MINUTES OF THE CATHEDRAL PINES METROPOLITAN DISTRICT.

*Ecton Espenlaub*

Ecton Espenlaub (Jun 25, 2025 16:57 MDT)

Approved by: Secretary of the Board










# CPMD 4-22-2025 Meeting Minutes

Final Audit Report

2025-06-25

Created:	2025-06-25
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