

WOODMEN HEIGHTS METROPOLITAN DISTRICT NOS. 1, 2 and 3

Regular Board Meeting

Wednesday, September 3, 2025 – 1:30 pm

119 N. Wahsatch Avenue
Colorado Springs, Colorado 80903
- and -

<https://video.cloudoffice.avaya.com/join/914352888>

United States: +1 (213) 463-4500

Access Code: 914-352-888

Woodmen Heights Metropolitan District No. 1 & No. 3

Board of Director	Title	Term
Les Krohnfeldt	President	May 2029
Randle W Case II	Vice-President/ Treasurer	May 2027
Jim Morley	Secretary	May 2027
Jack Amberg	Assistant Secretary	May 2029 (appointment to May 2027)
Paul Broussard	Assistant Secretary	May 2027 (appointment to May 2027)

Woodmen Heights Metropolitan District No. 2

Board of Director	Title	Term
Les Krohnfeldt	President	May 2029
Randle W Case II	Vice-President/ Treasurer	May 2027
Jim Morley	Secretary	May 2027
Jack Amberg	Assistant Secretary	May 2029 (appointment to May 2027)
Paul Broussard	Assistant Secretary	May 2027 (appointment to May 2027)

AGENDA

1. Call to order
2. Declaration of Quorum/ Director Qualifications/ Disclosure Matters
3. Approval of Agenda
4. Approval of the July 23, 2025, Joint Meeting Minutes (enclosure)
5. Financial Matters
 - a. Consider Approval of Unaudited Financial Statements as of July 31, 2025 (enclosure)
 - b. Ratify and consider Approval of Payables through September 3, 2025 (enclosure)
 - c. Review and consider approval of Phase 1b Draw Request No. 1 (enclosure)
6. Trails East tract conveyance
7. District Manager Report
 - a. Update on Underdrain Acceptance Conditions and Maintenance
 - b. Discuss Aspen Meadows Park Construction Update
 - i. Review and consider approval of DeGrant Change Order (under separate cover)
 - c. Review and consider approval for mulch replenishment (under separate cover)
 - d. Discuss Shrub replacements
 - e. Discuss Woodmen Road District – Wetlands
 - f. Discuss City Owned 5-Acre Open Space Maintenance Program

8. Development Updates
 - a. Discuss Miller Down Development
 - b. Discuss Pending projects
9. Public Comment (for items not already on the agenda)
10. Legal
11. Adjourn:
 - a. Next Meeting Date – October 1, 2025, at 1:30pm

NOTICE OF REGULAR MEETINGS

NOTICE IS HEREBY GIVEN That the Boards of Directors of **WOODMEN HEIGHTS METROPOLITAN DISTRICT NOS. 1, 2 and 3**, City of Colorado Springs, County of El Paso, State of Colorado, will hold a regular meeting at 1:30 p.m. on Wednesday, the 3rd day of September 2025 at 119 N. Wahsatch Ave, in Colorado Springs, Colorado, and via tele/videoconference <https://video.cloudoffice.avaya.com/join/914352888> or dial [+1 \(213\) 463-4500](tel:+12134634500) **Access Code:** 914-352-888 for the purpose of conducting such business as may come before the Boards including the business on the attached agenda. Regular joint meetings for 2025 are on the first Wednesday of every month at 119 N. Wahsatch Ave, in Colorado Springs, Colorado, and via televideo conference so long as there is business to conduct. The regular meetings may be canceled. Please call (719) 447-1777 for meeting confirmation and information. The meeting is open to the public.

BY ORDER OF THE BOARDS OF DIRECTORS: WOODMEN HEIGHTS METROPOLITAN DISTRICT NOS. 1, 2 AND 3



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**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
WOODMEN HEIGHTS METROPOLITAN DISTRICT NO. 1 - 3
HELD JULY 23, 2025
AT 10:30 AM**

Pursuant to posted notice, the joint meeting of the Boards of Directors of the Woodmen Heights Metropolitan District Nos. 1, 2 and 3 was held on Wednesday, July 23rd, 2025, at 10:30 a.m., at 119 Wahsatch Ave, Colorado Springs, Colorado 80903, and via video teleconference.

Attendance:

In attendance were Directors:

Les Krohnfeldt	President
Randle W. Case II	Vice President/ Treasurer

In attendance Virtually were Directors:

Jack Amberg	Assistant Secretary
Jim Morley	Secretary

Also in attendance were:

Rebecca Harris	WSDM Managers
Sean Allen	White, Bear, Ankele, Tanaka & Waldron
Amber Hardekopf	WSDM Managers
Paul Broussard	Public
Pat Kessack	Public
DeAnna Michelena	Public
George Brackett	Public
Mike DeGrant	DeGrant Services
Chris Jorgensen	BiggsKofford

1. Call to Order:

The meeting was called to order at 10:33 a.m. by President Krohnfeldt.

2. Declaration of Quorum/Director Qualifications/ Disclosure Matters:

President Krohnfeldt indicated that a quorum of the Boards was present and stated that each Director has been qualified as an eligible elector of the Districts pursuant to Colorado law. The Directors confirmed their qualifications. Mr. Allen advised the Boards that pursuant to Colorado law certain disclosures might be required prior to taking official action at the meeting. Ms. Harris reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards 72 hours prior to the meeting in accordance with Colorado law, and that those disclosures were acknowledged by the Board. Mr. Allen 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 Boards determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

3. Approval of Agenda:

Director Case II moved to approve the Agenda as presented; seconded by Director Morley. Motion passed unanimously.

4. Director Vacancy/ Appointment of Broussard:

Ms. Harris reviewed Mr. Broussard's qualifications to be on the Board and confirmed publication of notice of vacancy was completed by general counsel. After discussion, Director Case II moved to appoint Paul Broussard to vacancy on District 1, 2, and 3; seconded by Director Amberg. Motion passed unanimously.

5. Approval of May 7, 2025, Regular Board Meeting Minutes:

After review, Director Amberg moved to approve May 7, 2025 Regular Board Meeting Minutes as presented; seconded by Director Morley. Motion passed unanimously.

6. Financial Matters:

a. Public Hearing on 2024 Budget Amendment for Woodmen Heights Metropolitan District No. 2 and No. 3.

- i. Review and consider adoption of the Resolution to Amend the 2024 Budget of Woodmen Heights Metropolitan District No. 2
- ii. Review and consider adoption of the Resolution to Amend the 2024 Budget of Woodmen Heights Metropolitan District No. 3

President Krohnfeldt moved to open the public hearing at 10:37 am; seconded by Director Case II. Motion passed unanimously. Ms. Harris reviewed the proposed 2024 Budget Amendment for District No. 2 noting District No. 3 did not need an amendment. No public comment. Director Case II moved to closed the Public Hearing at 10:39 am; seconded by Director Amberg. Motion passed unanimously.

Director Case II moved to adopt the Resolution to Amend the 2024 Budget of Woodmen Heights Metropolitan District No. 2; seconded by Director Amberg. Motion passed unanimously.

- b. Review and consider approval of the 2024 Audit Presentation and Management Representation Letter: Mr. Jorgensen presented the 2024 Audit for District No. 2 and No. 3. After discussion Director Case II moved to accept the 2024 Audit as presented and the Management Representation Letter; seconded by Director Amberg. Motion passed unanimously.
- c. Approve Unaudited Financial Reports through June 30, 2025: Ms. Harris presented the unaudited financials. Director Case II brought up the idea for the Metropolitan District Board to consider acquiring a Wetland parcel from the Woodmen Road Metropolitan District. Board agreed to keep this item open for discussion. After discussion, Director Case II moved to approve the Unaudited Financial Reports through June 30, 2025 as presented; seconded by Director Morley. Motion passed unanimously.
- d. Ratify and Approve Payables through July 23, 2025: Ms. Harris presented the Payables for the period. After discussion, Director Case II motioned to approve the payables as presented; seconded by Director Amberg. Motion passed unanimously.

7. District Manager's Report:

- a. Opt-Out properties: Ms. Harris stated there was no new updates on the opt-out properties, except a new potential development called Miller Downs Development that is in the Districts' Service Area is seeking annexation into the City which will trigger the development either include into the District or pay and opt-out fee so as to have fair and equitable participation in the costs of public improvements benefiting the development area.
- b. D-20 School site discussion: Ms. Harris noted to the Board that the City Parks Department has officially closed on an adjacent 5.5 acre open space parcel which has not been maintained, but the City would like the District to perform the maintenance as it has no plans to develop the site in the next 5 years. The District Board will now need to consider a potential agreement with the City regarding maintenance on this parcel until the City commences park construction.
- c. Update on Underdrain maintenance: Ms. Harris stated she is waiting on pending items from Aspen View homes.
- d. Discuss Trails East Conveyance request and District's acceptance conditions: Ms. Michelena, president of the Trail East Home Owner Association, proposed to the District for the District to pay for all legal costs associated with and generate the O/M conveyance agreement and deeds from the Association to the District with the Association covering the costs of splitting the water utilities/taps for the homeowner front lawn tracts. The Association also recommends the District retain the Association's landscape contractor. After discussion the board directed Ms. Harris to research further and gather information on both short-term and long-term operation and maintenance costs if the District agrees to take over ownership and maintenance of the Trails East landscape. The Board also asked Ms. Harris to provide a comparison of the Quail Brush Creek landscape turnover.
- e. Discuss off leash dog issues and consider approval for a sign install at Cumbre Vista Park: Ms. Harris discussed the concerns that there have been a couple dog attacks at the Cumbre Vista Park due to off leash dogs. After discussion the Board directed Ms. Harris to post on the District website the rules and regulations of the park and playgrounds in the District, to include no off leash pets except in designated areas.
- f. Ratify approval for backflow repair in Trails at Forest Meadows: Ms. Harris provided a summary of the repair needed and the cost is well within the appropriated funds. After discussion Director Case II moved to ratify the approval for repairs; seconded by Director Amberg. Motion passed unanimously.

8. Development Updates:

- a. Discuss Miller Down Development: Ms. Harris discussed the current proposal for this development east of Quail Brush Creek subdivision and the impact and concerns residents have due to the proposed construction and alignment of the New Meadows Drive through Tract I and Tract A. Mr. Allen confirmed that discussions are ongoing with the development's legal counsel regarding the District's requirement for the developer to notify the impacted homeowners and educate them about the new road. The District would deed its Tract I to the City if this matter moves forward.
- b. Ms. Harris reviewed and presented 2 current proposals for completing Phase 1B of the Aspen Meadows Park and Phase 2. Phase 1B includes a basketball court, lighting at the parking lot, shade structures, and picnic areas. Phase 2 begins the Dog Park area. She noted before construction begins for Phase 2 we will need to publicly post for RFP.

After discussion the Director Amberg moved to approve the Fisk Lawnsapes and Kimley-Horn proposals for a not to exceed \$400,000; seconded by Director Case II. Motion passed unanimously.

9. Public Comment: There was no public comment

10. Legal Matters:

- a. Review and consider approval of the 2025 Annual Administrative Resolution: Ms. Harris presented the resolution. After discussion Director Case II moved to approve the 2025 Annual Administrative Resolution; seconded by President Krohnfeldt. Motion passed unanimously.
- b. Status Report of District No. 1 Dissolution and City Consent to Dissolution and Amended and restated service plan: Mr. Allen informed the Board that his office is working with WSDM to get the conveyance of land swapped appropriately and will then follow up with the City for the Service Plan to be amended removing District No. 1 which the City previously indicated it would approve the amendment and consent to dissolution administratively.

11. Adjourn: President Krohnfeldt adjourned the meeting at 12:08 pm and the Board canceled the August 6, 2025 and scheduled September 3, 2025, as the next regular meeting..

Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 23, 2025, MEETING MINUTES OF THE WOODMEN HEIGHTS METROPOLITAN DISTRICT NOS 1 – 3.

Approved by: Secretary of the Board



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Woodmen Heights Metropolitan District #1
GENERAL FUND ACCOUNT
8/20/2025

Company	Invoice	Date	Amount	Comments
White Bear Ankele Tanka Waldron	42468	7/31/2025	\$ 2,440.96	
			\$ 2,440.96	

Woodmen Heights Metropolitan District, Director

Eastern Colorado Before Payables	\$ 71,372.96
Payables for this month	<u>\$ (2,440.96)</u>
Easter Colorado After Payables	\$ 68,932.00

Woodmen Heights Metropolitan District #2
GENERAL FUND ACCOUNT
8/20/2025

Company	Invoice	Date	Amount	Comments
CCSVarious	80125	8/1/2025	\$ 6,265.26	Current + Past Due
Colorado Springs Utilities	0927075736	8/6/2025	\$ 1,730.44	
Colorado Springs Utilities	5933617457	8/6/2025	\$ 154.06	
Colorado Springs Utilities	8813945059	8/6/2025	\$ 994.74	
Colorado Springs Utilities	9103089066	8/6/2025	\$ 33,771.42	Auto Pay
Fisk Lawnscares	655967	8/14/2025	\$ 167,061.00	Aspen Meadows
Weisburg Landscape Maintenance	60828	7/24/2025	\$ 1,247.00	
Weisburg Landscape Maintenance	60829	7/24/2025	\$ 83.00	
Weisburg Landscape Maintenance	60834	7/29/2025	\$ 1,910.00	
Weisburg Landscape Maintenance	60875	7/30/2025	\$ 242.50	
Weisburg Landscape Maintenance	60961	8/11/2025	\$ 3,719.00	
Weisburg Landscape Maintenance	61024	8/31/2025	\$ 12,780.00	August Contract
Weisburg Landscape Maintenance	61025	8/31/2025	\$ 2,130.00	Quail Brush Creek
Weisburg Landscape Maintenance	61027	8/31/2025	\$ 1,065.00	Aspen Meadows
Weisburg Landscape Maintenance	61136	8/19/2025	\$ 100.00	
Weisburg Landscape Maintenance	61148	8/19/2025	\$ 1,496.00	
White Bear Ankele Tanaka & Waldron	42500	7/31/2025	\$ 1,895.34	
WSDM Managers	919	7/31/2025	\$ 11,108.11	
TOTAL			\$ 247,752.87	

BOND FUND ACCOUNT

Company	Date	Amount	Comments
El Paso County Taxes :DISTRICT 2	8/10/2025	\$ 35,923.79	July Pledged Revenue
El Paso County Taxes :DISTRICT 3	8/10/2025	\$ 3,770.75	July Pledged Revenue
TOTAL		\$ 39,694.54	

\$ 287,447.41

Woodmen Heights Metropolitan District, Director

Eastern Colorado Before Payables	\$	1,956,974.27
Payables	\$	(287,447.41)
Bank Balance after Payables	\$	1,669,526.86

Woodmen Heights Metropolitan District #3
GENERAL FUND ACCOUNT
8/20/2025

Company	Invoice	Date	Amount	Comments
White Bear Ankele Tanka Waldron	42501	7/31/2025	\$ 1,302.89	
WSDM Managers	945	7/31/2025	\$ 5,000.00	
TOTAL			\$ 6,302.89	

Woodmen Heights Metropolitan District, Director

Total Payables: \$ 6,302.89

The Eastern Colorado Bank	\$ 144,958.01
Payables	\$ (6,302.89)
The Eastern Colorado Bank After Payables	\$ 138,655.12



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Woodmen Heights Metro District Aspen Meadows Park - Phase 1B
Walker Schooler District Managers Woodmen Heights Metro District
Aspen Meadows Park 8/15/2025
Budget and Cashflow Prepared by: MDeGrant

Description	Consultant Vendor	Contract Budget	Spent to Date	Estimated Cost to Complete	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected
					Mileage	Expenses	24-Jul	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec	25-Jan
Landscaping	Fisk Landscapes	360,417.14	167,061.00	193,356.14			-	167,061.00	-	-	-	-	-
Supply & Install Turf	Synlawn	-	-	-			-	-	-	-	-	-	-
Supply & Install Play Equipment	Recreation Plus	26,538.34	-	26,538.34			-	-	-	-	-	-	-
Const Management	DeGrant Development Strategies, LLC.	19,347.77	8,353.05	10,994.72			-	8,353.05	-	-	-	-	-
Total	Total	406,303.25	175,414.05	230,889.20			-	175,414.05					

Notes:

Aug 2025 - Fisk deposits to order materials and Mobilization

Rec Plus - not yet approved.

Synlawn - \$77,532.38 // Fisk to save +\$20,000 with using his contractor for turf. Fisk to provide actual price quote for budget.

Aspen Meadows Park - Phase 1B
Budget Summary
21-Aug-2025

Contractor / Bidder	Total Bid	Signed	Checked	Project Budget	Reductions Deletions	Total Check	Mobilization	Electrical	Basketball Court / Conc	Artificial Turf	Recreation Plus Play Equipment	Shelters & Others Furishings	Contingency
Fisk Lawnscares	360,417.14	7/23/2025		360,417.14	-	360,417.14	7,061.00	9,487.26	71,602.18	94,488.25		167,778.45	10,000.00
Synlawn (supply & install) \$77,532.38	-				-	-							
Recreation Plus (supply & install)	26,538.34			26,538.34	-	26,538.34					26,538.34		
Subtotal	-				-	-							
Engineering	-				-	-							
Landscape Architect - inspection / affidavit	-				-	-							
Const Mgmt	19,347.77			19,347.77	-	19,347.77							
Total	406,303.25			19,347.77	-	406,303.25	7,061.00	9,487.26	71,602.18	94,488.25	26,538.34	167,778.45	10,000.00

August 2025 Draw													
Deposits						167,061.00	7,061.00	5,000.00	30,000.00	35,000.00	-	90,000.00	
Const Mgmt						8,353.05	353.05	250.00	1,500.00	1,750.00	-	4,500.00	-
Total - August Draw						175,414.05	7,414.05	5,250.00	31,500.00	36,750.00	-	94,500.00	-

