

**VILLAGE CENTER METROPOLITAN DISTRICT
NOTICE OF REGULAR BOARD MEETING AND AGENDA**

May 27, 2025, at 4:00 PM (MST)

Serranos Coffee Company
625 W. Highway 105
Monument, CO 80132
and

This meeting will be held via teleconferencing and can be joined through the directions below:

Please join meeting from your computer, tablet, or smartphone.

<https://video.cloudoffice.avaya.com/join/869337137>

You can also dial in using your phone.

United States: [+1 \(213\) 463-4500](tel:+12134634500)

Access Code: 869337137

Public Invited to Attend

Board of Director	Title	Term Expiration
Forrest Hindley	President	May 2027
Tim Hartje	Treasurer	May 2029
Karen Lusby	Secretary	May 2029
Vacant	Director	May 2029 (appointment until May 2027)
Vacant	Director	May 2027

AGENDA

- 1. Call to Order**
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
- 3. Appointment of Officers**
- 4. Approval of Agenda**
- 5. Approval of Meeting Minutes**
 - Review and consider approval of April 15, 2025, Regular Board Meeting Minutes (enclosure)
- 6. Financial Matters**
 - Consider approval of Unaudited Financial Statements as of April 30, 2025 (under separate cover)
 - Ratify and consider approval of Payables through May 27, 2025 (under separate cover)
- 7. Management Matters**
 - Accessibility
 - Insurance premium payments

8. Legal Matters

None

9. New Business

- a. Discuss and approve using the free State Internet Portal Authority (SIPA) for the District's website

10. Old Business

- a. Playground equipment repairs
- b. Virtual Meeting

11. Public Comment

Items not on the Agenda Only. Comments are limited to 3 minutes per person and taken in the order in which they appear.

12. Adjourn

- a. Next meeting date – June 17, 2025 at 4 pm, at Serranos Coffee Company.



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**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
VILLAGE CENTER METROPOLITAN DISTRICT
HELD APRIL 15, 2025, AT 4:00 PM**

Pursuant to posted notice, a regular meeting of the Board of Directors (the “Board”) of the Village Center Metropolitan District (the “District”) was held on Tuesday, April 15, 2025, at 4:00 PM, at Serranos Coffee Company, 625 W. Highway 105, Monument CO, 80132 and via tele/videoconference at <https://video.cloudoffice.avaya.com/join/869337137>.

Attendance:

Directors In Attendance:

Forrest Hindley, President
Tim Hartje, Treasurer
Karen Lusby, Assistant Secretary
Cissy Schat-Wilk, Secretary

Also in attendance were:

Beth Diana, WSDM Managers
Rebecca Harris, WSDM Managers
Danielle Daigle-Chavez, WSDM Managers
Jason Sharp, Brightview
Eloy Arguello, Brightview
Eric Stoner, Brightview
Joel Lusby, Resident

1. Call to Order/Declaration of Quorum: President Hindley called the meeting to order at 4:11 p.m. and declared a quorum was present.
2. Conflict of Interest Disclosures: President Hindley confirmed there were no additional conflicts of interest to disclose.
3. Approval of Agenda
 - a. After review, Director Schat-Wilk motioned to approve the agenda as presented, seconded by Director Lusby. Motion passed unanimously.
4. Approval of Meeting Minutes
 - a. Approval of March 25, 2025 Board Meeting Minutes.
After review, Director Lusby motioned to approve the minutes as presented, seconded by Director Hartje. Motion passed unanimously.
5. Financial Matters
 - a. Discuss financial report format.
President Hindley updated the Board on upcoming changes to the financial reports.
 - b. Consider approval of Unaudited Financial Statements as of March 31, 2025.
After review and discussion, Director Hartje motioned to approve the Unaudited Financial

Statements as presented, seconded by Director Schat-Wilk. Motion passed unanimously.

- c. Ratify and consider approval of Payables through April 15, 2025. Ms. Diana requested that the MVEA in the amount of \$1,054.72 and \$98.72 and Philadelphia Insurance in the amount of \$573.75 be added to the payables for an amended payables total of \$260,203.02. President Hindley requested a transfer of \$247,000 from the operating account to the bond account. After review, Director Schat-Wilk motioned to approve the payables as amended, seconded by Director Hartje. Motion passed unanimously.

6. Management Matters

Ms. Diana explained the minimum charges for the pump's electric bill according to MVEA.

7. Legal Matters

- a. Review and consider adoption of First Amendment to 2025 Annual Administrative Matters Resolution.

Ms. Diana explained the purpose of the amendment is to change the responsibility for filing conflicts from the District's legal counsel to WSDM Managers. After review and discussion, Director Hartje motioned to approve the resolution, seconded by Director Schat-Wilk. Motion passed unanimously.

8. New Business

- a. Discuss and consider approval of Highway 105 re-landscaping bid.
Jason Sharp, Eric Stoner, and Eloy Arguello with Brightview presented landscape options to the Board. The Board discussed the proposed options. Mr. Sharp stated he would submit a revised proposal to the Board based on the discussion. Discussion was had regarding the use of funds from other budget line items to cover additional costs. After discussion, Director Schat-Wilk motioned to accept the contract bid with the removal of line item 4, Seed and Soil, add rake and regrade, and to reduce the irrigation quote by half, seconded by Director Hartje. Motion passed unanimously.
- b. Repair and improvement of lower detention pond space.
President Hindley notified the Board that MasTek would be fixing the damage to the pond area.
- c. Spring Irrigation Startup.
President Hindley updated the Board on the scheduled date to turn on the irrigation.
- d. Playground equipment repairs.
President Hindley notified the Board about Brightview's playground inspection. Brightview will provide a proposal to repair the damaged playground equipment and install additional mulch.
- e. Street and sidewalk sand from winter plowing.
President Hindley updated the Board on the street sweeping dates.

9. Old Business

- a. Backyard Bombsquad-pet station concern.
President Hindley updated the Board on pet waste concerns. The Directors discussed trash can locations. After discussion, Director Schat-Wilk motioned to approve the purchase of a new trash can and the additional monthly cost for the vendor to empty it, seconded by Director Hartje. Motion passed unanimously.
- b. Virtual Meetings. No discussion was had.

10. Public Comment

No public comment.

11. Adjournment

Director Hartje motioned to adjourn the meeting at 5:56 p.m., seconded by Director Schat-Wilk. Motion passed unanimously.

- a. Next meeting date – After discussion, Director Schat-Wilk motioned to move the next meeting date to Tuesday, May 27th, 2025 at 4 pm, at Serranos Coffee Company, seconded by Director Lusby. Motion passed unanimously.

Respectfully Submitted,
WSDM District Managers

By: Recording Secretary

DRAFT

2:09 PM

05/21/25

Accrual Basis

Village Center Metropolitan District
Balance Sheet
As of April 30, 2025

	<u>Apr 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Integrity Bank - General Fund	205,889.21
Integrity Bank - Bond Fund	3,181.99
BOK Financial	289,373.46
Total Checking/Savings	498,444.66
Accounts Receivable	
Accounts Receivable	3,670.50
Total Accounts Receivable	3,670.50
Total Current Assets	502,115.16
TOTAL ASSETS	502,115.16
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,853.99
Total Accounts Payable	3,853.99
Total Current Liabilities	3,853.99
Total Liabilities	3,853.99
Equity	
Fund Balance - Debt	46,882.95
Fund Balance - O&M	117,797.95
TABOR	6,500.00
Retained Earnings	-2,078.03
Net Income	329,158.30
Total Equity	498,261.17
TOTAL LIABILITIES & EQUITY	502,115.16

Village Center Metropolitan District
Profit & Loss Budget vs. Actual
January through April 2025

General Fund					TOTAL			
Ordinary Income/Expense	Apr 25	Budget	\$ Over Budget	% of Budget	Jan - Apr 25	Budget	\$ Over Budget	% of Budget
Income								
CY Property Tax	6,127.06	18,745.84	-12,618.78	32.69%	109,767.87	74,983.36	34,784.51	146.39%
Specific Ownership Tax	1,756.36	1,312.16	444.20	133.85%	7,159.97	5,248.64	1,911.33	136.42%
Tax Abatement	0.00				-25.05			
Interest Abatement	0.00				-2.50			
Total Income	7,883.42	20,058.00	-12,174.58	39.3%	116,900.29	80,232.00	36,668.29	145.7%
Expense								
General & Administrative								
Accounting	0.00	800.00	-800.00	0.0%	0.00	3,200.00	-3,200.00	0.0%
Contingency	0.00	1,011.25	-1,011.25	0.0%	0.00	4,045.00	-4,045.00	0.0%
District Management	2,000.00	2,000.00	0.00	100.0%	8,112.80	8,000.00	112.80	101.41%
Election Expense	857.42	833.34	24.08	102.89%	1,791.37	3,333.36	-1,541.99	53.74%
Insurance	0.00	666.67	-666.67	0.0%	3,153.51	2,666.68	486.83	118.26%
Legal	535.00	1,000.00	-465.00	53.5%	7,684.96	4,000.00	3,684.96	192.12%
Miscellaneous	22.66	83.34	-60.68	27.19%	197.06	333.36	-136.30	59.11%
Treasurer Collection Fee	91.91	281.16	-189.25	32.69%	1,646.15	1,124.64	521.51	146.37%
Total General & Administrative	3,506.99	6,675.76	-3,168.77	52.53%	22,585.85	26,703.04	-4,117.19	84.58%
Operations & Maintenance								
Landscape - Contract	3,479.24	3,916.66	-437.42	88.83%	13,916.96	15,666.64	-1,749.68	88.83%
Landscape - Repairs & Maintenan	1,133.08	3,750.00	-2,616.92	30.22%	2,693.08	15,000.00	-12,306.92	17.95%
Landscape Replacement - HWY 105	0.00	8,333.33	-8,333.33	0.0%	0.00	33,333.32	-33,333.32	0.0%
Pest Control	300.00	300.00	0.00	100.0%	1,200.00	1,200.00	0.00	100.0%
Pet Station & Removal	735.00	735.00	0.00	100.0%	2,940.00	2,940.00	0.00	100.0%
Snow Removal	0.00	1,666.66	-1,666.66	0.0%	1,991.41	6,666.64	-4,675.23	29.87%
Street Repairs & Maintenance	0.00	2,500.00	-2,500.00	0.0%	0.00	10,000.00	-10,000.00	0.0%
Utilities								
Electricity	1,153.44	1,250.00	-96.56	92.28%	7,950.53	5,000.00	2,950.53	159.01%
Water & Sewer	380.31	1,833.34	-1,453.03	20.74%	1,883.58	7,333.36	-5,449.78	25.69%
Total Utilities	1,533.75	3,083.34	-1,549.59	49.74%	9,834.11	12,333.36	-2,499.25	79.74%

Village Center Metropolitan District

Profit & Loss Budget vs. Actual

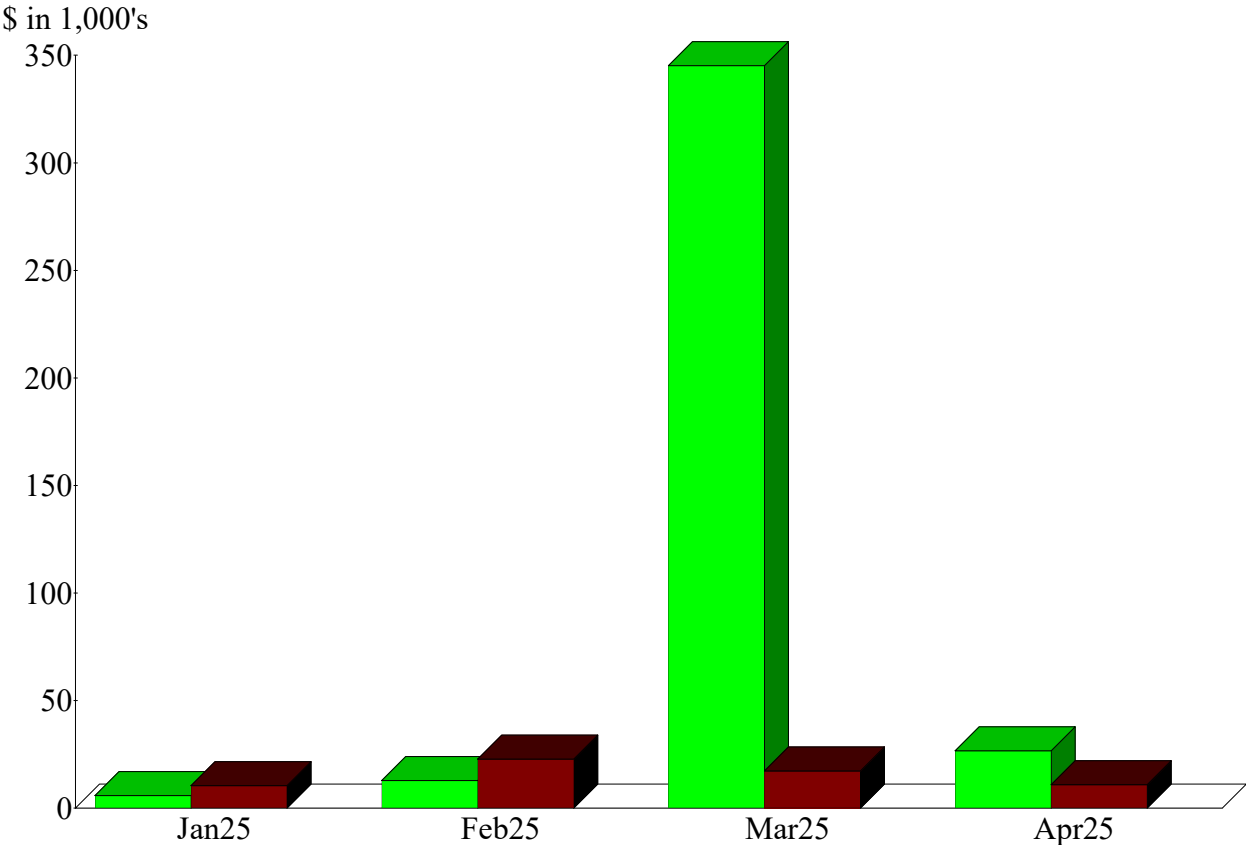
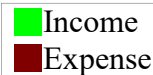
January through April 2025

					TOTAL			
	Apr 25	Budget	\$ Over Budget	% of Budget	Jan - Apr 25	Budget	\$ Over Budget	% of Budget
Total Operations & Maintenance	7,181.07	24,284.99	-17,103.92	29.57%	32,575.56	97,139.96	-64,564.40	33.54%
Total Expense	10,688.06	30,960.75	-20,272.69	34.52%	55,161.41	123,843.00	-68,681.59	44.54%
Net Ordinary Income	-2,804.64	-10,902.75	8,098.11	25.72%	61,738.88	-43,611.00	105,349.88	-141.57%
Other Income/Expense								
Other Income								
Other Income								
Interest Income	261.63	233.34	28.29	112.12%	756.14	933.36	-177.22	81.01%
Total Other Income	261.63	233.34	28.29	112.12%	756.14	933.36	-177.22	81.01%
Total Other Income	261.63	233.34	28.29	112.12%	756.14	933.36	-177.22	81.01%
Net Other Income	261.63	233.34	28.29	112.12%	756.14	933.36	-177.22	81.01%
Net Income	<u>-2,543.01</u>	<u>-10,669.41</u>	<u>8,126.40</u>	<u>23.84%</u>	<u>62,495.02</u>	<u>-42,677.64</u>	<u>105,172.66</u>	<u>-146.44%</u>

Village Center Metropolitan District
Profit & Loss Budget vs. Actual
January through April 2025
Debt Service Fund

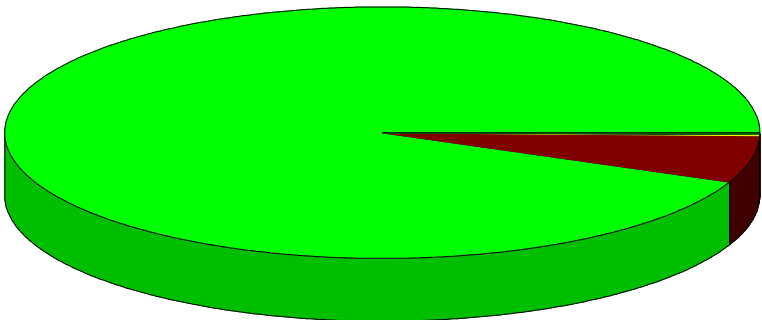
					TOTAL			
	Apr 25	Budget	\$ Over Budget	% of Budget	Jan - Apr 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense								
Income								
CY Property Tax	14,296.46	43,740.16	-29,443.70	32.69%	256,125.01	174,960.64	81,164.37	146.39%
Specific Ownership Tax	4,098.18	3,730.59	367.59	109.85%	16,706.57	14,922.36	1,784.21	111.96%
Tax Abatement	0.00				-58.45			
Interest Abatement	0.00				-5.84			
Total Income	18,394.64	47,470.75	-29,076.11	38.75%	272,767.29	189,883.00	82,884.29	143.65%
Expense								
Bond Expense								
Bond Payment	0.00	46,564.66	-46,564.66	0.0%	0.00	186,258.64	-186,258.64	0.0%
Trustee Fee	0.00				2,500.00			
Total Bond Expense	0.00	46,564.66	-46,564.66	0.0%	2,500.00	186,258.64	-183,758.64	1.34%
General & Administrative								
Miscellaneous	0.00	250.00	-250.00	0.0%	0.00	1,000.00	-1,000.00	0.0%
Treasurer Collection Fee	214.45				3,841.02			
Total General & Administrative	214.45	250.00	-35.55	85.78%	3,841.02	1,000.00	2,841.02	384.1%
Total Expense	214.45	46,814.66	-46,600.21	0.46%	6,341.02	187,258.64	-180,917.62	3.39%
Net Ordinary Income	18,180.19	656.09	17,524.10	2,770.99%	266,426.27	2,624.36	263,801.91	10,152.05%
Other Income/Expense								
Other Income								
Interest Income	153.70				237.01			
Total Other Income	153.70				237.01			
Total Other Income	153.70				237.01			
Net Other Income	153.70	0.00	153.70	100.0%	237.01	0.00	237.01	100.0%
Net Income	18,333.89	656.09	17,677.80	2,794.42%	266,663.28	2,624.36	264,038.92	10,161.08%

Income and Expense by Month
January through April 2025



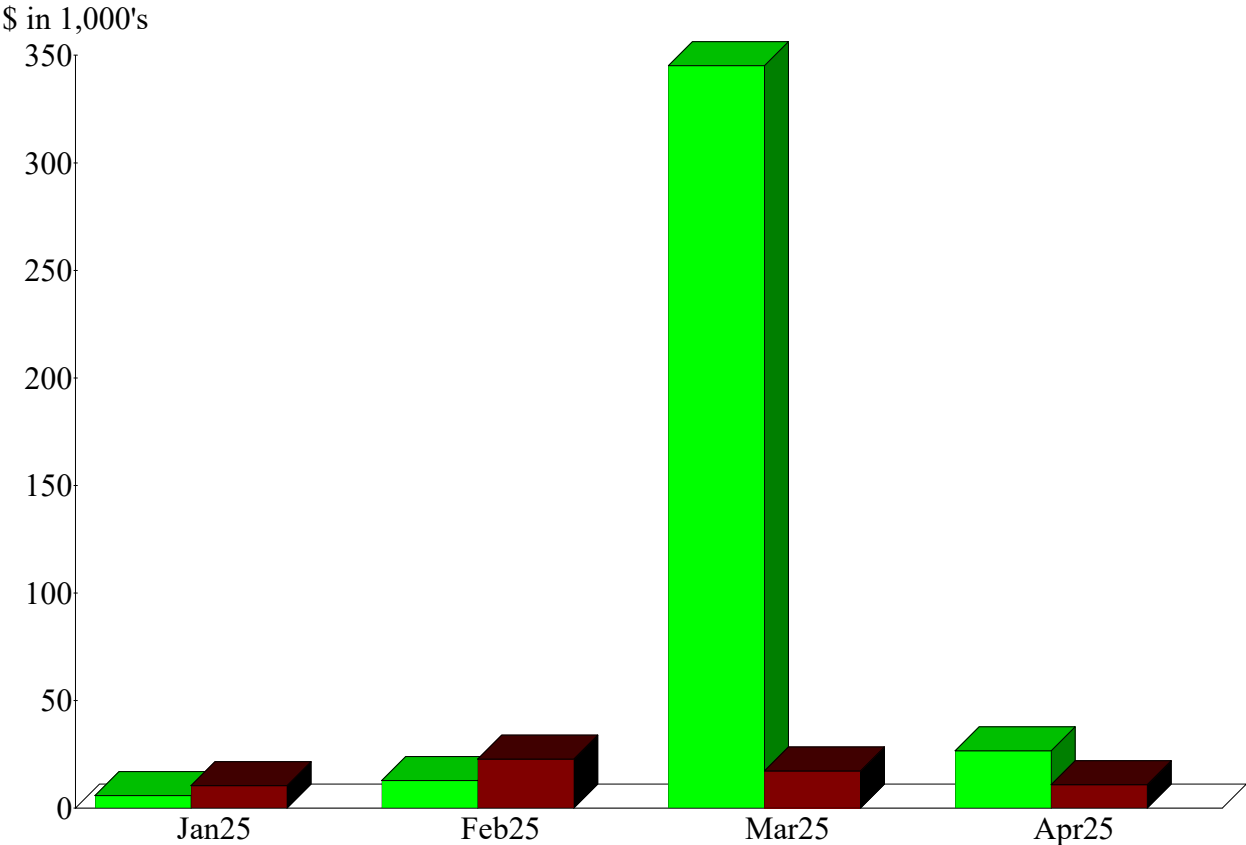
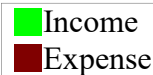
Income Summary
January through April 2025

CY Property Tax	93.64%
Specific Ownership Tax	6.11
Other Income	0.25
Tax Abatement	\$-83.50
Interest Abatement	\$-8.34
Sub-Total	\$390,660.73



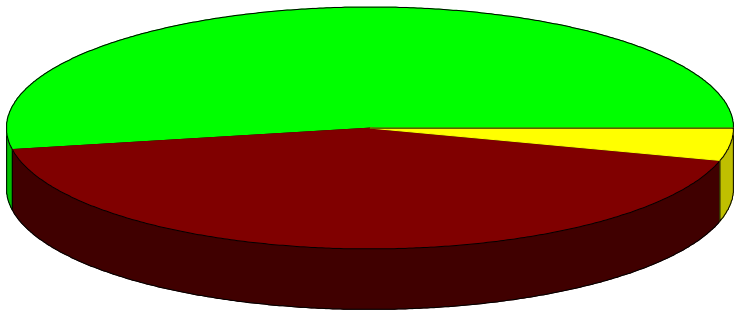
By Account

Income and Expense by Month
January through April 2025



Expense Summary
January through April 2025

Operations & Maintenance	52.97%
General & Administrative	42.97
Bond Expense	4.06
Total	\$61,502.43



By Account