

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

**August 19, 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\*

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Board of Directors	Title	Term Expiration
Forrest Hindley	President	May 2027
Tim Hartje	Treasurer	May 2029
Karen Lusby	Assistant Secretary	May 2029
Cissy Schat-Wilk	Director	May 2027
Joel Lusby	Director	May 2029

**AGENDA**

- 1. Call to Order**
- 2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures**
- 3. Approval of Agenda**
- 4. Appointment of Officers**
  - a. Consider appointment of Vice President and Assistant Secretary
- 5. Approval of Meeting Minutes**
  - a. Review and consider approval of July 15, 2025, Regular Board Meeting Minutes (enclosure)
- 6. Financial Matters**
  - a. Consider approval of Unaudited Financial Statements as of July 31, 2025 (enclosure)
  - b. Ratify and consider approval of Payables through August 19, 2025 (enclosure)
  - c. Consider approval of bond payment transfer to BOK
  - d. Conduct a Public Hearing on 2024 Budget Amendment
    - i. Consider adoption of Resolution Amending the 2024 Budget (under separate cover)
- 7. Management Matters**

- a. Management unavailable for September 16 meeting
- b. CSD Pool Application

## **8. Legal Matters**

## **9. New Business**

- a. Review and consider approval of Barnhardt Pump – irrigation filter replacement proposal (under separate cover)

## **10. Old Business**

- a. Playground equipment repairs
- b. Landscaping for Cipriani Loop
- c. Other maintenance projects
- d. Status update on Town of Monument street maintenance

## **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 – September 16, 2025 at 4 pm, at Serranos Coffee Company.



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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
VILLAGE CENTER METROPOLITAN DISTRICT  
HELD JULY 15, 2025  
AT 4:00 P.M.**

Pursuant to posted notice, the regular meetings of the Board of Directors of the Village Center Metro District was held on July 15, 2025 at 4:00 p.m. at the Serranos Coffee Company – 625 W. Highway 105, Monument, CO 80132 and via tele/videoconference.

Attendance:

In attendance were Directors:

Forrest Hindley	President
Tim Hartje	Treasurer
Karen Lusby	Secretary
Joel Lusby	Director (virtually)
Cissy Schat-Wilk	Director (entered at 4:07 p.m.)

Also in attendance were:

Beth Diana	WSDM Managers
Chris Banta	Hoelting & Company, Inc.

1. Call to Order

President Hindley called the meeting to order at 4:03 pm.

2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures

Each Director has been qualified as an eligible elector of the District pursuant to Colorado law. The Directors confirmed their qualifications. No additional disclosures were noted.

3. Approval of the Agenda

Director Hartje moved to approve the agenda as presented; seconded by Director Karen Lusby. Motion passed unanimously.

4. Approval of June 17, 2025 Regular Meeting Minutes

After review, Director Schat-Wilk moved to approve the meeting minutes as presented; seconded by Director Hartje. Motion passed unanimously.

5. Financial Matters

a. Audit presentation by Chris Banta, Hoelting & Company, Inc.

Mr. Banta presented the audit report to the Board. Discussion was had about audit requirements, capital assets, and depreciation. Director Karen Lusby noted that note 6 in the audit report must be corrected to state that the District had been making bond payments. The Board discussed removing note 7. Mr. Banta recommended leaving note 7, and following discussion, the Board agreed to keep note 7. Ms. Diana noted

that a budget amendment would be required, as debt expenditures exceeded the budgeted amount due to the application of additional revenue toward the bond payment. She stated the amendment would be presented at the next Board meeting. Director Karen Lusby moved to approve the audit with the correction to note 6 stating the District had been making bond payments; seconded by Director Hartje. Motion passed unanimously.

b. Consider approval of Unaudited Financial Statements as of June 30, 2025

President Hindley presented the unaudited financials. Discussion was had about the budget, property tax collection, nearing the budget allocation for the landscape maintenance line item, the cost of repairing sediment buildup in irrigation lines, and street maintenance. Director Karen Lusby requested that President Hindley send a formal email to the Town of Monument, proposing the termination of the existing Memorandum of Understanding (MOU) and requesting that the Town assume responsibility for street maintenance without imposing additional costs on District residents. After discussion, Director Joel Lusby moved to approve the financials as presented; seconded by Director Karen Lusby. Motion passed unanimously.

c. Ratify and consider approval of Payables through July 15, 2025

Director Joel Lusby inquired about the landscape maintenance company damaging sprinkler heads. President Hindley addressed. President Hindly provided an update on the landscape company fixing the sprinkler zones. Ms. Diana requested the addition of a Brightview landscape maintenance invoice for \$985.60 for a revised payables total of \$266,888.74. Director Schat-Wilk moved to approve the payables as amended; seconded by Director Joel Lusby. Motion passed unanimously.

d. BOK Bond Payment Transfer

This item was considered and approved as part of the payables in item 5.b.

6. Management Matters

Ms. Diana inquired about additional items that should be included in the Colorado Special Districts Property and Liability Pool insurance application. Director Joel Lusby requested that District Management inquire about insurance coverage pertaining to culverts in detention ponds. The Board addressed. Ms. Diana notified the Board that District Management had initiated the development of the District's new website. She noted that Board Members would soon receive invitations to set up their new board member email addresses. Additionally, she reported that the appropriate vendors had handled several resident concerns regarding voles and irrigation issues.

7. Legal Matters

No discussion.

8. New Business

No discussion.

9. Old Business

a. Playground equipment repairs

President Hindley updated the Board on the status of the playground repairs and notified the Board about the landscape company's contractual requirements to prune and deep-

water the District's trees. Director Joel Lusby requested an inspection of stressed trees in the park. President Hindley stated he would contact the landscape company.

b. Landscaping for Cipriani Loop

President Hindley notified the Board that the landscaping was completed. Director Joel Lusby inquired about the status of edging along Cipriani Loop. President Hindley addressed.

c. Other maintenance projects

President Hindley notified the Board that the edging in Filing 3 and near the park had been fixed. Director Hartje commented that bugs are damaging spruce trees. Director Schat-Wilk notified the Board about landscape concerns on Knollwood to Morning Star. Director Hartje notified the Board about repairs needed at Woodmoor Acres and Mining Way. President Hindley addressed. Director Joel Lusby inquired about weeds at Woodmoor Acres and White Marble. President Hindley addressed. Discussion was had about weeds and spraying throughout the neighborhood. President Hindley addressed. Discussion was had about mowing more frequently next season. Director Joel Lusby inquired about flexibility in the mowing schedule. President Hindley addressed.

10. Public Comment

No comments or discussion.

11. Adjournment:

Director Joel Lusby moved to adjourn the meeting at 5:53 p.m.; seconded by Director Hartje. Motion passed unanimously.

- a. Next Regular Meeting scheduled: August 19, 2025, at 4 p.m.

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Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JULY 15, 2025, REGULAR MEETING MINUTES OF THE VILLAGE CENTER METROPOLITAN DISTRICT.

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Approved by: Secretary of the Board



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7:47 AM

08/12/25

Accrual Basis

**Village Center Metropolitan District**  
**Balance Sheet**  
As of July 31, 2025

	Jul 31, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Integrity Bank - General Fund	123,128.44
Integrity Bank - Bond Fund	4,246.94
BOK Financial	423,527.02
<b>Total Checking/Savings</b>	550,902.40
Accounts Receivable	
Accounts Receivable	3,670.50
<b>Total Accounts Receivable</b>	3,670.50
<b>Total Current Assets</b>	554,572.90
<b>TOTAL ASSETS</b>	<b>554,572.90</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	7,225.83
<b>Total Accounts Payable</b>	7,225.83
<b>Total Current Liabilities</b>	7,225.83
<b>Total Liabilities</b>	7,225.83
<b>Equity</b>	
Fund Balance - Debt	54,848.40
Fund Balance - O&M	107,754.47
TABOR	6,500.00
Retained Earnings	-73.25
Net Income	378,317.45
<b>Total Equity</b>	547,347.07
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>554,572.90</b>



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

	General Fund				TOTAL				
	Jul 25	Budget	\$ Over Budget	% of Budget	Jan - Jul 25	Budget	\$ Over Budget	% of Budget	Total Budget
Ordinary Income/Expense									
Income									
CY Property Tax	91,884.39	18,745.83	73,138.56	490.16%	220,882.40	131,220.85	89,661.55	168.33%	224,950.00
Specific Ownership Tax	1,771.54	1,312.17	459.37	135.01%	12,389.04	9,185.15	3,203.89	134.88%	15,746.00
Delinquent Interest	21.43				27.44				
Tax Abatement	0.00				-25.05				
Interest Abatement	0.00				-2.50				
Total Income	93,677.36	20,058.00	73,619.36	467.03%	233,271.33	140,406.00	92,865.33	166.14%	240,696.00
Expense									
General & Administrative									
Accounting	0.00	800.00	-800.00	0.0%	0.00	5,600.00	-5,600.00	0.0%	9,600.00
Contingency	0.00	1,011.25	-1,011.25	0.0%	0.00	7,078.75	-7,078.75	0.0%	12,135.00
District Management	2,000.00	2,000.00	0.00	100.0%	14,000.00	14,000.00	0.00	100.0%	24,000.00
Election Expense	0.00	833.33	-833.33	0.0%	1,397.45	5,833.35	-4,435.90	23.96%	10,000.00
Insurance	0.00	666.67	-666.67	0.0%	6,545.32	4,666.69	1,878.63	140.26%	8,000.00
Legal	123.50	1,000.00	-876.50	12.35%	8,682.96	7,000.00	1,682.96	124.04%	12,000.00
Miscellaneous	75.78	83.33	-7.55	90.94%	1,118.97	583.35	535.62	191.82%	1,000.00
Treasurer Collection Fee	1,378.59	281.17	1,097.42	490.31%	3,313.28	1,968.15	1,345.13	168.35%	3,374.00
Total General & Administrative	3,577.87	6,675.75	-3,097.88	53.6%	35,057.98	46,730.29	-11,672.31	75.02%	80,109.00
Operations & Maintenance									
Landscape - Contract	3,479.24	3,916.67	-437.43	88.83%	24,354.68	27,416.65	-3,061.97	88.83%	47,000.00
Landscape - Repairs & Mainten	18,887.52	3,750.00	15,137.52	503.67%	43,812.15	26,250.00	17,562.15	166.9%	45,000.00
Landscape Replacement - HWY 105	-11,302.76	8,333.33	-19,636.09	-135.63%	100,000.00	58,333.32	41,666.68	171.43%	100,000.00
Pest Control	300.00	300.00	0.00	100.0%	2,100.00	2,100.00	0.00	100.0%	3,600.00
Pet Station & Removal	745.00	735.00	10.00	101.36%	5,165.00	5,145.00	20.00	100.39%	8,820.00
Snow Removal	0.00	1,666.67	-1,666.67	0.0%	1,991.41	11,666.65	-9,675.24	17.07%	20,000.00
Street Repairs & Maintenance	0.00	2,500.00	-2,500.00	0.0%	0.00	17,500.00	-17,500.00	0.0%	30,000.00
Utilities									
Electricity	1,275.36	1,250.00	25.36	102.03%	11,635.57	8,750.00	2,885.57	132.98%	15,000.00
Water & Sewer	7,422.51	1,833.33	5,589.18	404.87%	9,306.09	12,833.35	-3,527.26	72.52%	22,000.00
Total Utilities	8,697.87	3,083.33	5,614.54	282.09%	20,941.66	21,583.35	-641.69	97.03%	37,000.00
Total Operations & Maintenance	20,806.87	24,285.00	-3,478.13	85.68%	198,364.90	169,994.97	28,369.93	116.69%	291,420.00
Total Expense	24,384.74	30,960.75	-6,576.01	78.76%	233,422.88	216,725.26	16,697.62	107.71%	371,529.00
Net Ordinary Income	69,292.62	-10,902.75	80,195.37	-635.55%	-151.55	-76,319.26	76,167.71	0.2%	-130,833.00
Other Income/Expense									
Other Income									
Interest Income	125.08	233.33	-108.25	53.61%	1,187.84	1,633.35	-445.51	72.72%	2,800.00
Total Other Income	125.08	233.33	-108.25	53.61%	1,187.84	1,633.35	-445.51	72.72%	2,800.00
Net Other Income	125.08	233.33	-108.25	53.61%	1,187.84	1,633.35	-445.51	72.72%	2,800.00
Net Income	69,417.70	-10,669.42	80,087.12	-650.62%	1,036.29	-74,685.91	75,722.20	-1.39%	-128,033.00

# Village Center Metropolitan District

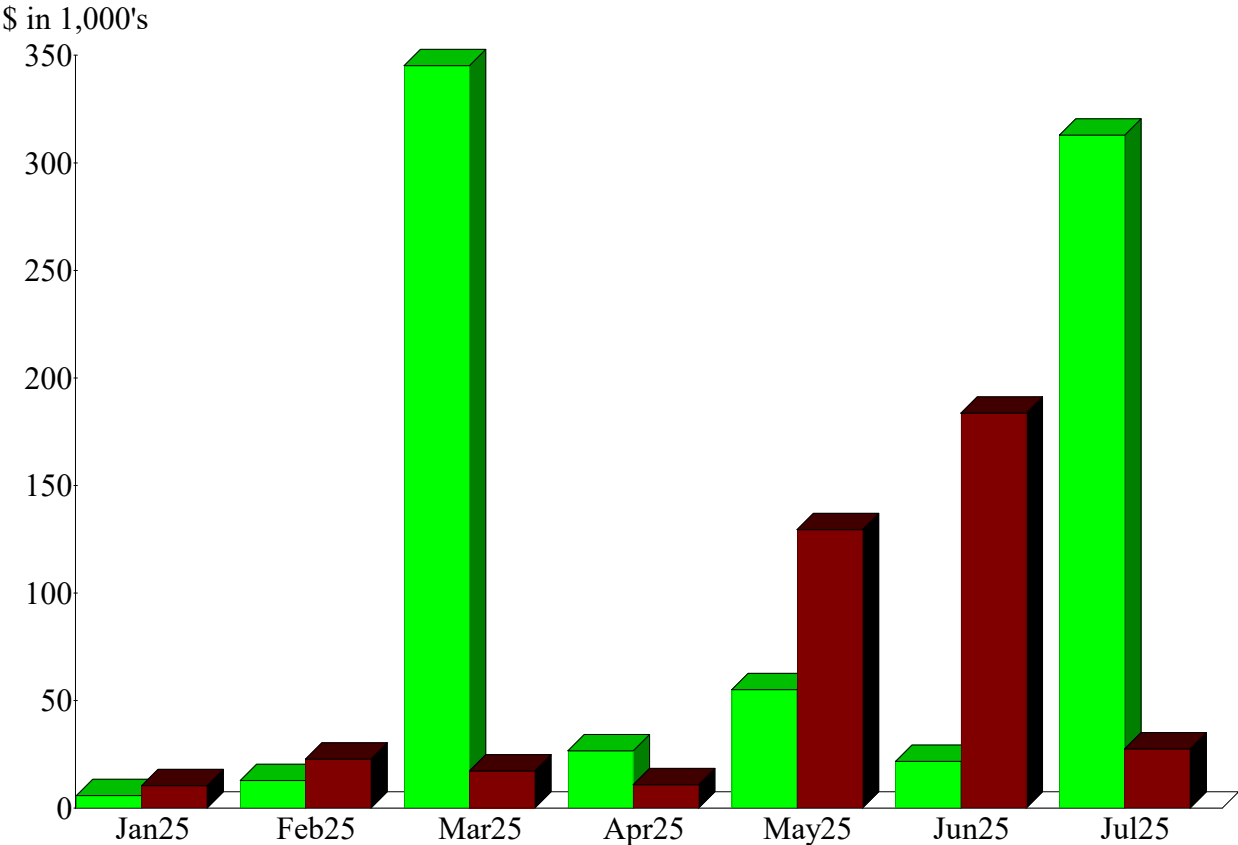
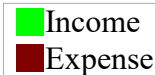
## Profit & Loss Budget vs. Actual

### January through July 2025

#### Debt Service Fund

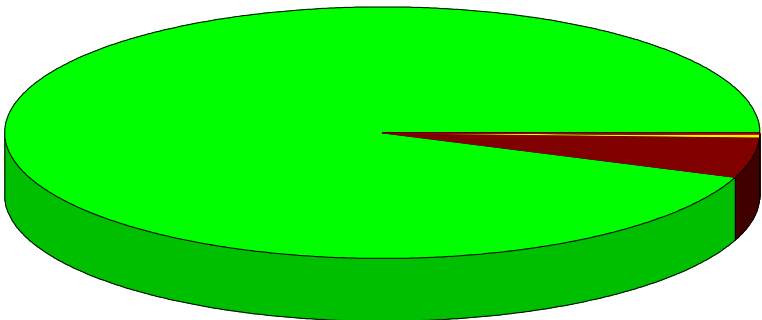
						TOTAL			
	Jul 25	Budget	\$ Over Budget	% of Budget	Jan - Jul 25	Budget	\$ Over Budget	% of Budget	Total Budget
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
<b>CY Property Tax</b>	214,396.92	43,740.17	170,656.75	490.16%	515,392.24	306,181.15	209,211.09	168.33%	524,882.00
<b>Specific Ownership Tax</b>	4,133.60	3,730.58	403.02	110.8%	28,907.72	26,114.10	2,793.62	110.7%	44,767.00
<b>Delinquent Interest</b>	49.99				64.00				
<b>Tax Abatement</b>	0.00				-58.45				
<b>Interest Abatement</b>	0.00				-5.84				
<b>Total Income</b>	218,580.51	47,470.75	171,109.76	460.45%	544,299.67	332,295.25	212,004.42	163.8%	569,649.00
<b>Expense</b>									
<b>Bond Expense</b>									
<b>Bond Payment</b>	0.00	46,564.67	-46,564.67	0.0%	158,500.00	325,952.65	-167,452.65	48.63%	558,776.00
<b>Trustee Fee</b>	0.00				2,500.00				
<b>Total Bond Expense</b>	0.00	46,564.67	-46,564.67	0.0%	161,000.00	325,952.65	-164,952.65	49.39%	558,776.00
<b>General &amp; Administrative</b>									
<b>Miscellaneous</b>	0.00	250.00	-250.00	0.0%	0.00	1,750.00	-1,750.00	0.0%	3,000.00
<b>Treasurer Collection Fee</b>	3,216.72				7,731.02				
<b>Total General &amp; Administrative</b>	3,216.72	250.00	2,966.72	1,286.69%	7,731.02	1,750.00	5,981.02	441.77%	3,000.00
<b>Total Expense</b>	3,216.72	46,814.67	-43,597.95	6.87%	168,731.02	327,702.65	-158,971.63	51.49%	561,776.00
<b>Net Ordinary Income</b>	215,363.79	656.08	214,707.71	32,825.84%	375,568.65	4,592.60	370,976.05	8,177.69%	7,873.00
<b>Other Income/Expense</b>									
<b>Other Income</b>									
<b>Other Income</b>									
<b>Interest Income</b>	544.70				1,712.51				
<b>Total Other Income</b>	544.70				1,712.51				
<b>Total Other Income</b>	544.70				1,712.51				
<b>Net Other Income</b>	544.70	0.00	544.70	100.0%	1,712.51	0.00	1,712.51	100.0%	0.00
<b>Net Income</b>	215,908.49	656.08	215,252.41	32,908.87%	377,281.16	4,592.60	372,688.56	8,214.98%	7,873.00

Income and Expense by Month  
January through July 2025

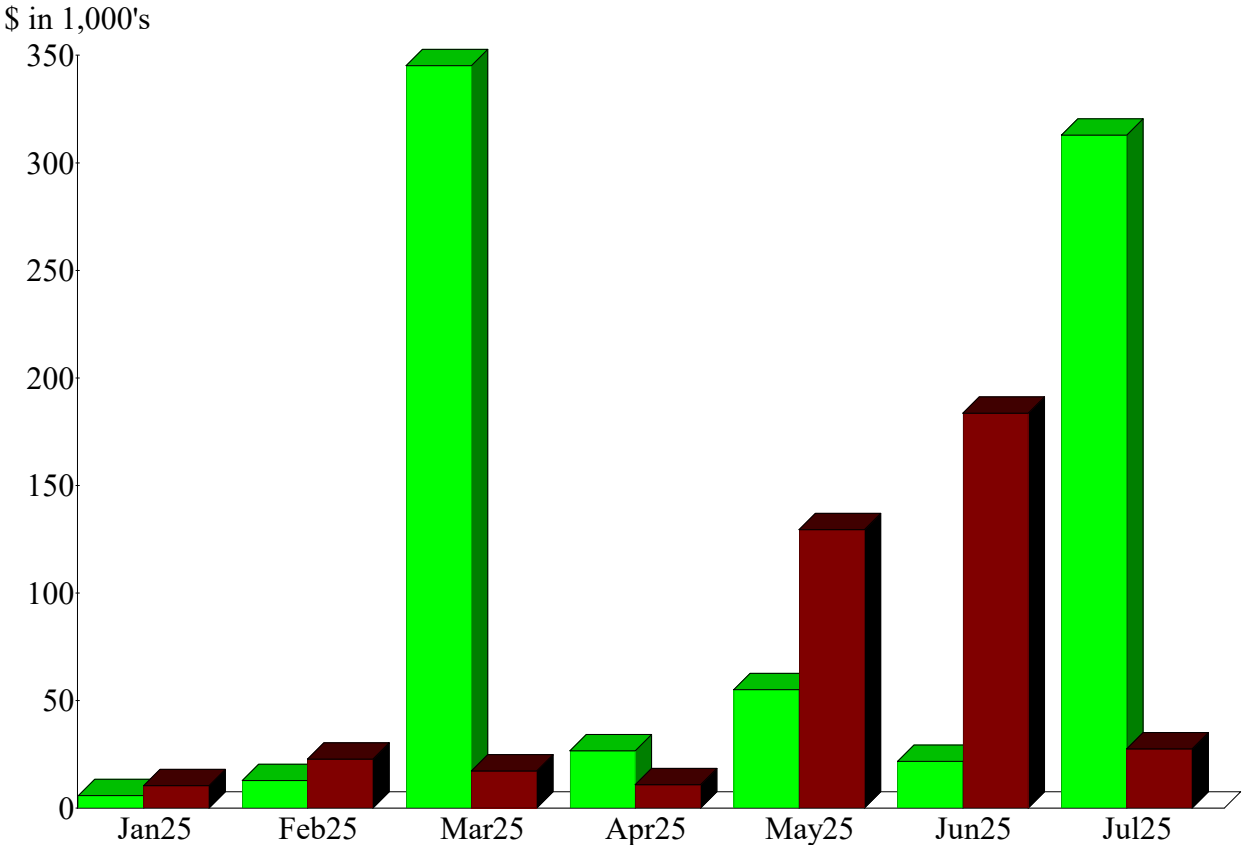


Income Summary  
January through July 2025

CY Property Tax	94.33%
Specific Ownership Tax	5.29
Other Income	0.37
Delinquent Interest	0.01
Tax Abatement	\$-83.50
Interest Abatement	\$-8.34
Sub-Total	\$780,471.35

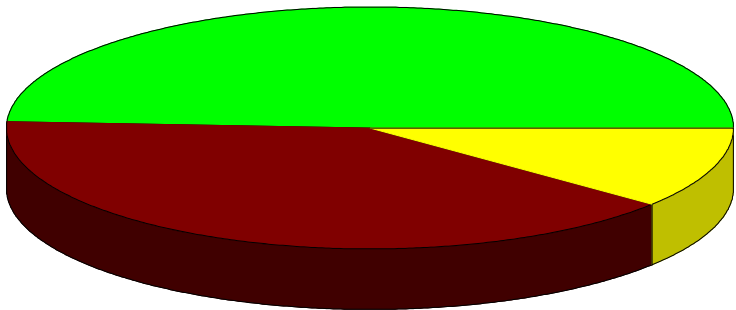


Income and Expense by Month  
January through July 2025



Expense Summary  
January through July 2025

Operations & Maintenance	49.33%
Bond Expense	40.03
General & Administrative	10.64
Total	\$402,153.90





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# Village Center Metropolitan District

## Payment Request

8/19/2025

### GENERAL FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
Backyard Bomb Squad	21420	8/1/2025	\$ 735.00	Monthly
Barnhart Pump Co.	25777	7/18/2025	\$ 775.00	
Brightview - Contract	94495953	8/1/2025	\$ 3,479.24	Monthly
Brightview - Maintenance	6320256	7/17/2025	\$ 704.19	
Brightview - Maintenance	6333821	7/31/2025	\$ 3,776.68	
Brightview - Maintenance	6333822	7/31/2025	\$ 401.62	
Brightview - Maintenance	6340623	8/7/2025	\$ 176.08	
Brightview - Maintenance	6340624	8/7/2025	\$ 469.99	
Castle Rock Pest Control	21052	7/23/2025	\$ 300.00	Monthly
Icenogle Seaver Pogue	28204	7/31/2025	\$ 123.50	
Mountain View Electric Association - Pump	71625	7/16/2025	\$ 220.64	Monthly (auto-draft)
Mountain View Electric Association - Street Lights	071625-2	7/16/2025	\$ 1,054.72	Monthly (auto-draft)
RowCal - Holladay Grace	S-INV055216	6/17/2024	\$ 73.25	June 2024 outstanding balance
Woodmoor Water & Sanitation District No. 1	73125	7/31/2025	\$ 5,488.66	Monthly (auto-draft)
WSDM District Managers	73125	7/31/2025	\$ 2,075.78	Monthly
<b>TOTAL</b>			<b>\$ 19,854.35</b>	

### DEBT SERVICE FUND ACCOUNT

Company	Invoice	Date	Amount	Comments
BOK	81025	8/10/2025	\$ 7,371.45	July Pledged Revenue
<b>TOTAL</b>			<b>\$ 7,371.45</b>	

Total Payables \$ 27,225.80

\_\_\_\_\_, President

Integrity Bank Checking Balance	\$ 118,914.20
Less this month's payables	\$ (27,225.80)
Bank Balance after payables	\$ 91,688.40