



**MAYBERRY, COLORADO SPRINGS  
METROPOLITAN DISTRICT CAB and NOS. 1-8**  
Regular Board Meeting  
614 N. Tejon St., Colorado Springs, CO 80903  
**Tuesday, August 27, 2024 – 8:00 AM**  
Or

**\*\* Please join the meeting from your computer, tablet, or smartphone\*\***

<https://video.cloudoffice.avaya.com/join/725613070>

**You can also dial in using your phone.**

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

**Access Code:** 725613070

**BOARD OF DIRECTORS**

<b>Board of Director</b>	<b>Title</b>	<b>Term Expiration</b>
John Mick	President	Term Expires May 2025 (1 & 3-8)/ May 2027 (2)
Jason Kvols	Treasurer	Term Expires May 2025 (1 & 3-8)/ May 2027 (2)
Lee Merritt	Secretary	Term Expires May 2027 (1 & 3-8)/ May 2025 (2)
Haleigh Kvols	Assistant Secretary	Term Expires May 2027 (1 & 3-8)
Roger Kowash	Assistant Secretary	Term Expires May 2027 (1 & 3-8)

**AGENDA**

- 1. ADMINISTRATIVE MATTERS:**
  - a. Call to order/Declaration of Quorum
  - b. Approval of Agenda
  - c. Approval of Minutes from July 23, 2024
  
- 2. FINANCIALS:**
  - a. Public Hearing on Mayberry Metropolitan District 2023 Budget Amendment
    - i. Review and Consider Adoption of Resolution to Amend Mayberry Metropolitan District 2023 Budget. (enclosure)
  - b. Review and Consider Acceptance of the 2023 Audit and presentation (under separate cover)
  - c. Acceptance of Unaudited Financial Statements and the schedule of cash position. (under separate cover)
  - d. Ratification of Approved Payables. (enclosure)
  
- 3. MANAGEMENT MATTERS**
  - a. Landscaping Fee Discussion
  - b. Grant Potential
  
- 4. BUSINESS MATTERS**
  - a. Discuss Cost Certifications
  
- 5. LEGAL MATTERS**
  
- 6. PUBLIC COMMENT AND SIGN-IN SHEET:**  
(Limited to 3 minutes and only for items not on the agenda)
  
- 7. OTHER BUSINESS**
  - a. Next meeting September 24, 2024 at 8:00 AM

**8. ADJOURNMENT**





**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
MAYBERRY, COLORADO SPRINGS METROPOLITAN DISTRICTS 1-8  
HELD JULY 23, 2024 AT 8:00 A.M.**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Mayberry, Colorado Springs Metropolitan Districts 1-8 was held on Tuesday, July 23, 2024, at 8:00 a.m. at 614 N Tejon St., Colorado Springs, CO 80903, and via electronic means and telephone conference call.

Attendance

In attendance were Directors:

John Mick, President  
Jason Kvols, Treasurer  
Lee Merritt, Secretary (Excused)  
Roger Kowash, Assistant Secretary  
Haleigh Kvols, Assistant Secretary

Also in attendance were:

Adam Noel, WSDM District Managers  
Rebecca Harris, WSDM District Managers  
Susan Gonzales, WSDM District Managers  
Chris Jorgensen, BiggsKofford, P.C.  
Pete Susemihl, Susemihl, McDermott, & Downie, P.C.  
Christopher Pair, Homeowner

**1. ADMINISTRATIVE MATTERS**

- a. Call to Order/Declaration of Quorum: Mr. Noel called the meeting to order at 8:03 a.m. and confirmed a quorum was present.
- b. Approval of Agenda: Director Jason Kvols moved to approve the Agenda as presented; seconded by Director Roger Kowash. Motion passed unanimously.
- c. Approval of Minutes from June 25, 2024: Director Jason Kvols moved to approve the June 25, 2024 Minutes; seconded by Director Roger Kowash. Motion passed unanimously.

**2. FINANCIALS**

- a. Review and Consider Acceptance of the 2023 Audit and presentation: Chris Jorgensen presented the 2023 Audited financial statements. District Management and BiggsKofford agreed that the allocation of funds to specific Districts will be discussed further internally to ensure the proper audited financials statements and any need for a budget amendment. Director Jason Kvols moved to approve an audit extension; seconded by Director Roger Kowash. Motion passed unanimously.
- b. Acceptance of Unaudited Financial Statements and the schedule of cash position: Mr. Noel presented the Unaudited Financial Statements and the schedule of cash position. After review, Director Jason Kvols moved to approve the Unaudited Financial Statements and the schedule of cash position; seconded by Director Roger Kowash. Motion passed unanimously.

- c. Ratification of Approved Payables: Mr. Noel presented the payables. After review, Director Jason Kvols moved to ratify the approved payables pending any corrections, seconded by Director Haleigh Kvols. Motion passed unanimously.

**3. MANAGEMENT MATTERS**

- a. Landscaping Fee Discussion: Director Kvols announced that Mayberry Communities has continued cross-referencing the closing list to those that have landscaping installed and decided that the landscaping fee will be pro-rated back to the date the landscaping was installed for those homeowners who have yet to be billed. Mayberry Communities will work with EarthX to verify the install dates and will follow up with District Management at the August board meeting.
- b. Grant Potential: There were no updates available for future grants.

**4. BUSINESS MATTERS**

- a. Discuss Cost Certifications: Director Jason Kvols stated that they are working through their cost certifications from Virgil Sanchez and comparing them to the audited financial statements to ensure all costs have been properly certified.

**5. LEGAL MATTERS**

6. **PUBLIC COMMENT:** Comments brought to the Board by the public in attendance included any updates on the potential for a park in the community, if the outside of the fences in the community will be stained by the Developer or if it is the homeowner's responsibility, and if the dirt hills behind the houses along highway 94 will be moved to limit dirt being blown throughout the community.

**7. OTHER BUSINESS**

8. **ADJOURNMENT:** With no further business, Mr. Noel adjourned the meeting at 8:46 a.m.

Respectfully Submitted,  
WSDM District Managers

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By: Recording Secretary



RESOLUTION  
MAYBERRY COMMUNITY AUTHORITY BOARD

A RESOLUTION SUMMARIZING REVENUES AND EXPENDITURES, ADOPTING AN AMENDED BUDGET, AND APPROPRIATING SUMS OF MONEY TO THE FUNDS AND IN THE AMOUNTS SET FORTH HEREIN FOR THE MAYBERRY COMMUNITY AUTHORITY BOARD (THE “BOARD”), EL PASO COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2023 AND ENDING ON THE LAST DAY OF DECEMBER 2023.

WHEREAS, the Board of Directors of the Board has authorized its consultants to prepare and submit a proposed amended budget to said governing body at the proper time; and

WHEREAS, Mayberry Community Authority Board is a vehicle to issue debt but which does not encompass any real property and thus will have budgets but will not certify mill levies; and

WHEREAS, the proposed amended budget has been submitted to the Board of Directors of the District for its consideration;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed amended budget was open for inspection by the public at a designated place, a public hearing was held on August 27, 2024 and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budgets remain in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MAYBERRY COMMUNITY AUTHORITY BOARD, EL PASO COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF COLORADO:

Section 1. Budget Revenues. That the estimated revenues for each fund as more specifically set out in the amended budget attached hereto are accepted and approved.

Section 2. Budget Expenditures. That estimated expenditures for each fund as more specifically set out in the amended budgets attached hereto are accepted and approved.

Section 3. Adoption of Amended Budgets. That the amended budget as submitted and attached and incorporated herein by this reference is hereby approved and adopted for the year stated above.

Section 4. Property Tax and Fiscal Year Spending Limits. That, being fully informed, the Board finds that the foregoing amended budget does not result in a violation of any applicable property tax or fiscal year spending limitation.

Section 5. Appropriations. That the amounts set forth as expenditures and balances remaining, as specifically allocated in the amended budget attached hereto, are hereby appropriated from the revenues of each fund, to each fund, for the purposes stated and no other.

ADOPTED AND APPROVED this 27th day of August 2024.

DISTRICT  
BOARD OF DIRECTORS

By: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary



**MAYBERRY COMMUNITY AUTHORITY BOARD  
2024 BUDGET  
GENERAL FUND**

	2023 ACTUAL	2023 AMEND/PROJ	2023 BUDGET	2024 BUDGET
<b>BEGINNING FUND BALANCE</b>	\$ (354,521)	\$ -		
<b>EXPENDITURES</b>				
BANK CHARGES				
DUES & SUBSCRIPTIONS	\$ 1,203	\$ 1,203		
INSURANCE	\$ 2,515	\$ 2,515		
PROFESSIONAL FEES	\$ 12,667	\$ 12,667		
<b>TOTAL EXPENDITURES</b>	\$ 16,385	\$ 16,385	-	-
TRANSFER BETWEEN FUNDS	\$ (447,017)	\$ (447,017)		
<b>ENDING FUND BALANCE</b>	\$ 76,111		-	-

**MAYBERRY COMMUNITY AUTHORITY BOARD  
2024 BUDGET  
DEBT SERVICE FUND**

	2023 ACTUAL	2023 AMENDED	2023 BUDGET	2024 BUDGET
<b>ALL FUNDS BEGINNING BALANCE</b>	\$ 1,918,161	\$ 1,918,161	\$ 5,180,226	\$ 1,411,765
TRANSFR FROM MCSMD #3	\$ 5,691	\$ 5,691	\$ 5,378	\$ 76,076
TRANSFER FROM MCSMD #2	\$ 392	\$ 392	\$ 356	\$ 16,793
INTEREST INCOME	\$ 103,394	\$ 90,735	\$ 15,000	\$ 15,000
<b>TOTAL INFLOWS &amp; REVENUES</b>	\$ 2,027,638	\$ 2,014,979	\$ 5,200,960	\$ 1,519,635
DISTRICT MANAGEMENT	\$ -	\$ -	\$ 10,000	\$ -
BANK FEES	\$ 13,356	\$ 11,413	\$ -	\$ 12,000
FEES & LICENSES	\$ -	\$ -	\$ 1,000	\$ 1,000
MISCELLANEOUS	\$ 3,767	\$ 3,767	\$ -	\$ -
INSURANCE	\$ -	\$ -	\$ -	\$ -
TRUSTEE FEES	\$ 7,000	\$ 7,000	\$ 3,000	\$ 3,000
2021A BOND INTEREST	\$ 591,750	\$ 591,750	\$ 591,750	\$ 591,750
TRANSFER TO CAPITAL PROJECTS FUND	\$ -	\$ -	\$ 3,285,899	\$ -
<b>TOTAL OUTFLOWS</b>	\$ 615,873	\$ 613,930	\$ 3,891,649	\$ 607,750
<b>ENDING BALANCE</b>	\$ 1,411,765	\$ 1,401,049	\$ 1,309,311	\$ 911,885



**Mayberry Colorado Springs Metropolitan District No. 1**  
**GENERAL FUND ACCOUNT**  
8/22/2024

<b>Company</b>	<b>Invoice</b>	<b>Date</b>	<b>Amount</b>	<b>Comments</b>
EarthX	11830	7/26/2024	\$1,853.50	
Susemihl, McDermott & Downie	39343	7/31/2024	\$431.25	
WSDM District Managers	325	7/31/2024	\$745.48	
		<b>TOTAL</b>	<b>\$3,030.23</b>	

First Bank Balance	41,391.91
Current Payables	<u>(3,030.23)</u>
<b>Balance After Payables</b>	<b>38,361.68</b>

Mayberry Colorado Springs MD#1 Director

**Mayberry Colorado Springs Community Authority Board**  
**BOND DRAW**  
8/22/2024

<b>Company</b>	<b>Invoice</b>	<b>Date</b>	<b>Amount</b>	<b>Comments</b>
Centennial Land Surveying	2612	7/26/2024	\$5,025.00	
Development Services, Inc	2630	8/2/2024	\$15,028.01	
HDR Calthorpe	1200615245	7/8/2024	\$9,384.60	
HDR Engineering Inc.	1200636655	8/8/2024	\$7,461.00	
HDR Calthorpe	1200643232	8/6/2024	\$4,692.30	
Kimley Horn	28169083	4/30/2024	\$3,205.00	
Kimley Horn	28169065	3/31/2024	\$3,686.03	
Kimley Horn	28388904	5/31/2024	\$5,277.50	
Kimley Horn	28388905	5/31/2024	\$473.53	
Pate Construction Co.	PayApp1	7/24/2024	\$335,997.20	
R&R Engineers	MC22110-20	5/22/2024	\$590.00	
R&R Engineers	MC22208-13	7/23/2024	\$5,417.50	
R&R Engineers	MC23132-03	7/23/2024	\$4,195.00	
WSDM District Managers	324	7/31/2024	\$1,327.50	
		<b>TOTAL</b>	<b>\$401,760.17</b>	

Mayberry Colorado Springs Community Authority

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