

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
COTTONWOOD METROPOLITAN DISTRICT  
September 26, 2023

A regular meeting of the Board of Directors of the Cottonwood Metropolitan District was held on Tuesday September 26, 2023 at 7:00 p.m. at the 8334 Sandreed Circle, Parker, Colorado 80134. Those Board members present were:

Rick Nielsen	President/Chairman
AJ Olson	Vice President/Vice Chairman
Tobi Firtel	Treasurer
Killian Wade	Assistant Secretary

Also Present were:

Anthony Boone	District Manager
Bret Baird	Baird Grounds Maintenance LLC

Mr. Nielsen called the meeting to order and noted that a quorum was present.

Mr. Wade moved to approve the agenda. Ms. Firtel seconded the motion and the agenda was approved unanimously.

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Mr. Olson moved to accept the Minutes of the August 22, 2023 meeting. Ms. Firtel seconded the motion and it carried unanimously.

#### TREASURER'S REPORT

- a. Invoices: Mr. Boone reviewed the list of invoices received to date. Following discussion of the invoices presented for payment, Mr. Wade moved to approve check numbers 2888 thru 2906. Mr. Olson seconded the motion and it carried unanimously.
- b. 2022 Audit: Mr. Boone reviewed the 2022 Audit. Ms. Firtel moved to accept the 2022 audit. Mr. Wade seconded the motion and it carried unanimously. Mr. Boone will follow up with the filing of the audit with the State Auditor.
- c. 2024 Budget: Mr. Boone suggested that the 2024 Budget Meeting be held in conjunction with the regular scheduled November 28, 2023 meeting. The Board agreed. Mr. Boone will follow up with the attorneys on the necessary budget publication.

#### MAINTENANCE REPORT

Mr. Baird presented the Board with the attached Maintenance & Improvements Report dated September 26, 2023.

Mr. Baird noted the problem with trees overhanging resident fences that back up to the dry land and suggested trimming them. Mr. Olson moved to authorize up to \$8,000 for this project. Mr. Wade seconded the motion and it carried unanimously. Mr. Boone was directed to draft a letter to the affected homeowners asking their permission to cut back the trees that overhang on their property. Mr.

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Baird will provide Mr. Boone with a list of addresses affected.

Mr. Olson moved to authorize up to \$4,000 to fill the cracks in both parking lots. Mr. Wade seconded the motion and it carried unanimously.

#### COTTONWOOD HIGHLANDS METRO DISTRICT NO. 1

Mr. Boone and Mr. Olson had nothing new to report.

#### COTTONWOOD WATER & SANITATION DISTRICT/ SUBDRAINS

Mr. Baird reported that the camera crews did not find anything suspicious. Mr. Nielsen asked Mr. Baird if the backup pumps have been ordered. Mr. Baird replied that the contractor had not inspected the new pumps. Mr. Baird will keep the Board advised on this matter.

#### OPEN HOUSE

Mr. Boone was directed to post special meeting notices for October 10, 2023 and October 12, 2023 for the open houses. The Board reviewed the general plan for the meetings.

#### PARK CAMERAS

Mr. Olson and Mr. Wade are exploring options to access power from sprinkler control boxes and Cottonwood Water & Sanitation connections. Mr. Olson and Mr. Wade agreed that the new system should be remotely accessible.

#### ABSENT DIRECTOR

Mr. Cantrell was out of town and was excused from the meeting.

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There being no further business, upon motion duly made seconded and unanimously carried, the meeting was adjourned sine die.

Respectfully submitted,

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Phil Cantrell, Secretary