

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
COTTONWOOD METROPOLITAN DISTRICT
January 24, 2023

A regular meeting of the Board of Directors of the Cottonwood Metropolitan District was held on Tuesday January 24, 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
Phil Cantrell	Secretary
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.

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

January 24, 2023

Ms. Firtel moved to accept the Minutes of the December 13, 2022 meeting. Mr. Wade 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. Cantrell moved to approve check numbers 2749 thru 2766 (check # 2765 was voided). Ms. Firtel seconded the motion and it carried unanimously.
- b. 2022 Audit: Mr. Boone presented the Board with Schilling & Company, Inc.'s 2022 audit proposal. Mr. Boone recommended to the Board to accept the proposal. Mr. Olson moved to accept the proposal. Ms. Firtel seconded the motion and it carried unanimously.
- c. Onsite Posting Resolution: Mr. Boone presented the Board with the attached Onsite Posting Resolution. Mr. Olson moved to accept the resolution. Ms. Firtel seconded the motion and it carried unanimously.
- d. 2023 Transparency Notice: Mr. Boone noted that the notice had been filed prior to the January 15, 2023 deadline.
- e. 2023 Budget Filing: Mr. Boone is working with our attorneys to see that the budget is filed with DOLA prior to the 1/31/23 deadline.

MAINTENANCE REPORT

Mr. Baird presented the Board with the attached Maintenance & Improvements Report dated January 24, 2023.

January 24, 2023

Mr. Baird will follow up on rust prevention options for the pavilions.

Mr. Baird will review the physical conditions of the existing trashcans. Mr. Baird will order new trashcans for the new pavilion in the East Park. At the same time, he will order new trashcans for those existing cans that need replacement.

COTTONWOOD HIGHLANDS METRO DISTRICT NO. 1

Mr. Forstal emailed the Brightview's 2023 maintenance proposal for the Cottonwood Highlands Metropolitan District No. 1 property to Mr. Olson. Mr. Olson forwarded the Brightview's 2023 maintenance proposal to the Cottonwood Metropolitan District's Board. Mr. Olson noted that the Brightview proposal was in line with the Cottonwood Metropolitan District's 2023 budget amounts for this line item.

The Board directed Mr. Boone to contact Carolyn Steffl of the law firm of Dietz and Davis, P.C. regarding a possible new IGA between the Cottonwood Metropolitan District and the Cottonwood Highlands Metropolitan District No. 1. The new IGA would address payment of the 2023 Brightview maintenance contract.

COTTONWOOD WATER & SANITATION DISTRICT

Mr. Baird noted that the annual vault tests needs to be scheduled. Mr. Baird has contacted the Cottonwood Water & Sanitation District on this matter. Mr. Baird's new contact with the Cottonwood Water & Sanitation District has been out sick. Mr. Baird will follow up on this matter.

January 24, 2023

2023 ELECTIONS

Mr. Boone presented the Board with the attached Resolution Calling for the May 2023 Election. Mr. Boone reviewed the resolution with the Board. Ms. Firtel moved to accept resolution. Mr. Wade seconded the motion and it carried unanimously.

Mr. Boone will continue to work with our attorneys on the legal publication and other requirements for the 2023 election.

PARK RESERVATIONS

The Board approved the request from the Holy Hammers fund raising event on May 6, 2023. The Board agreed to waive the user fee for this event.

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

Respectfully submitted,

Phil Cantrell, Secretary