

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
COTTONWOOD METROPOLITAN DISTRICT
November 25, 2025

A regular meeting of the Board of Directors of the Cottonwood Metropolitan District was held on November 25, 2025 at 7:00 p.m. at 8334 Sandreed Circle, Parker, Colorado 80134. Those Board members present were:

Rick Nielsen
President/Chairman

AJ Olson
Vice President/Vice Chairman

Phil Cantrell
Secretary

Killian Wade
Assistant Secretary

Tobi Firtel
Treasurer

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. Olson moved to approve the agenda. Mr. Wade seconded the motion and the agenda as amended was approved unanimously.

PUBLIC INPUT
None

2026 BUDGET

Mr. Boone reviewed the preliminary 2026 Budget and asked for Board input on capital project items and amounts for the final 2026 budget.

The Board added the following capital expenditures: \$250,000 for the New Maintenance Yard Building, \$250,000 for Jordan Road & Cottonwood Drive improvements, and \$150,000 for a new playground.

Mr. Wade moved to approve the attached 2026 Budget Resolution. Ms. Firtel seconded the motion. After discussion, the resolution passed unanimously.

Mr. Olson moved to keep the mill levy at 8.3 mills. Mr. Cantrell seconded the motion and it passed unanimously.

MINUTES:

Mr. Olson moved to accept the Minutes of the October 28, 2025 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. Wade moved to approve check numbers 3356 thru 3369. Mr. Cantrell seconded the motion and it carried unanimously.

b. 2025 Audit: Mr. Boone presented the Board with the 2025 audit proposal from Shilling & Company. Mr. Wade moved to accept the proposal. Mr. Olson seconded the motion and it carried unanimously.

MAINTENANCE REPORT

Mr. Baird presented the Board with the attached Maintenance & Improvements Report dated November 25, 2025.

Mr. Baird noted that the cost to repair the swing in the West Park is \$14,000. Mr. Olson moved to approve the repair. Mr. Wade seconded the motion and it carried unanimously.

Mr. Baird was directed to obtain playground inspections from two different companies.

Mr. Nielsen directed Mr. Boone to prepare a worksheet showing the District's fixed assets and the date of the last repair and/or replacement.

Mr. Baird presented the Board with the attached amendment to his contract. Mr. Cantrell moved to accept the amendment. Ms. Firtel seconded the motion and it carried unanimously.

COTTONWOOD WATER & SANITATION DISTRICT

Mr. Boone continues to follow up with the Cottonwood Water & Sanitation District on a letter of agreement for the files on the resolution of water allotment. Mr. Boone will contact Cottonwood Water & Sanitation District Board member, Ron Hilton and ask his assistance on this matter.

COTTONWOOD HIGHLANDS METROPOLITAN DISTRICT NO. 1

The Board reviewed the attached November 21, 2025 letter from Cottonwood Highlands Metropolitan District No. 1's attorney, Colin Mielke, to the Parker Town Council. The District's attorney, George Rowley, pointed out numerous miss statements regarding the Cottonwood Metropolitan District's responsibilities and false statements in the letter. Mr. Boone was directed to have our attorney write a letter to the Parker Town Council correcting maintenance responsibilities and false statements in the letter.

MAINTENANCE BUILDING

Mr. Baird noted that he submitted an online application with South Metro Fire District on building plans and he is awaiting their reply.

FENCE & LANDSCAPE IMPROVEMENTS PROJECT

Mr. Boone is preparing written applications to the Town of Parker on this matter.

SECURITY CAMERAS

Mr. Wade has been in touch with the vendor regarding requirements for license plate recognition. He is awaiting their response.

AMENDMENT AND RESTATED RESOLUTION ADOPTING A DIGITAL ACCESSIBILITY
POLICY AND DESIGNATING A COMPLIANCE OFFICER

Mr. Wade moved to accept the attached resolution. Mr. Olson seconded the motion and it carried unanimously.

2026 ADMINISTRATIVE RESOLUTION

Ms. Firtel moved to accept the attached resolution. Mr. Cantrell seconded the motion and it carried unanimously.

WBA ENGAGEMENT LETTER

Mr. Wade moved to accept the attached engagement letter. Ms. Firtel seconded the motion and it carried unanimously.

DECEMBER 23, 2025 MEETING

Because of the holidays, the meeting will be held on December 16, 2025.

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

Respectfully submitted,
Phil Cantrell, Secretary