

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
COTTONWOOD METROPOLITAN DISTRICT

October 24, 2023

A regular meeting of the Board of Directors of the Cottonwood Metropolitan District was held on Tuesday October 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
Phil Cantrell	Secretary
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. Mr. Cantrell seconded the motion and the agenda was approved unanimously.

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Mr. Olson moved to accept the Minutes of the October 10, 2023 meeting. Mr. Wade seconded the motion and it carried unanimously.

Ms. Firtel moved to accept the Minutes of the October 12, 2023 meeting. Mr. Olson seconded the motion and it carried unanimously.

Ms. Firtel moved to accept the Minutes of the September 26, 2023 meeting. Mr. Olson 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 2907 thru 2924. Mr. Cantrell seconded the motion and it carried unanimously.
- b. 2022 Audit: Mr. Boone noted that the 2022 Audit has been filed with the State Auditor.
- c. 2024 Budget: Mr. Boone noted that an update to the 2024 Budget would be mailed to the Board prior to the November 28, 2024 Board Meeting.

#### MAINTENANCE REPORT

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

Mr. Boone reported that Chris Hudson of the Town of Parker said that the District does not need homeowner's permission to trim trees that overhang on the District's property. The Board directed Mr. Boone to work with Mr. Baird on contacting affected homeowners that have tree branches overhanging on District property.

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Mr. Wade moved to authorize \$3,135 for tree branch removals at 8707 and 8717 Aspen Circle. Mr. Olson seconded the motion and it carried unanimously.

Mr. Nielsen directed Mr. Boone to follow up with Chris Hudson on any plans the Town of Parker may have for the triangle area near the pump house.

Mr. Cantrell asked Mr. Boone to follow up on the Cottonwood Water & Sanitation District's plans for the small building adjacent to our property next to the storage yard. Mr. Boone will provide the Board with a map of this area.

Mr. Cantrell noted that the wash out areas in the East Park needs repairs. Mr. Nielsen noted that the wash out areas in the West Park also needs repairs

#### COTTONWOOD HIGHLANDS METRO DISTRICT NO. 1

Mr. Olson will follow up with Ryan Foristal on that district's 2024 maintenance contract amount.

#### COTTONWOOD WATER & SANITATION DISTRICT/ SUBDRAINS

Mr. Baird will keep the Board up to date on the replacement pumps.

#### WEBSITE UPDATES

Mr. Boone was directed to post updated map areas and pictures showing before and after Jordan Road landscape and fence improvements on the website.

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#### RESIDENT REQUEST TO PURCHASE PARK LAND

Cottonwood resident, Kadie Zimmerman-Chambers request to purchase parkland adjacent to her property was denied. Mr. Nielsen noted that the parkland belongs to all residents of Cottonwood. Mr. Boone was directed to notify Kadie Zimmerman-Chambers of the Board's decision.

#### MAINTENANCE CONTRACT

Mr. Baird presented the Board with the attached proposed maintenance contract extension thru 2027. The Board will discuss the extension at the November Board Meeting.

#### PARK CAMERAS

Mr. Olson and Mr. Wade brought Mr. Cantrell up to date on their work on improvements to cameras in the parking lots.

#### DECEMBER MEETING

The Board changed the regularly scheduled meeting of December 26, 2023 to December 19, 2023 because of the holidays.

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