

RECORD OF PROCEEDINGS

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE COTTONWOOD HIGHLANDS METROPOLITAN DISTRICT NO. 1

HELD: Tuesday, December 16, 2025 at 7:00 p.m.
Virtually Via Microsoft Teams

Call To Order/Attendees:

A public meeting of the Cottonwood Highlands Metropolitan District No. 1 Board of Directors was called and held as shown above in accordance with the applicable statutes of the State of Colorado. The following District Board members were in attendance:

- Ryan Foristal
- Ron Hilton
- Conrad Jansen
- Lynn Severson

Also in attendance were:

Laurie Tatlock, Luis Tovar and Erika Stasko, Mulhern MRE; Colin Mielke and Ryan Liston, Seter, Vander Wall & Mielke, P.C.

Disclosure Matters

It was noted that a quorum of the Board was present. It is the responsibility of each Director to disclose any potential conflict of interest with the District to the Board prior to each meeting and any such potential conflict must also be filed with the Secretary of State. The board members confirmed that no conflict of interest existed with regard to any items on the meeting agenda.

Approval of the Agenda

The Board reviewed the agenda for the meeting. Following discussion, upon a motion duly made by Director Hilton and seconded by Director Jansen, the Board unanimously approved the agenda.

Public Comment

The Board opened the meeting for public comment. There were no members of the public present. The public comment period was closed.

Minutes

The Board reviewed the minutes of the Regular Meeting held on November 18, 2025. A motion was presented by Director Hilton for approval of the minutes. Director Jansen seconded the motion and upon vote, the minutes were unanimously approved.

Financial Matters

Staff reviewed with the Board the payables presented for payment.

After Board discussion, a motion was presented by Director Hilton and seconded by Director Jansen, to approve the proposed payables, checks numbered 1114-1119, and ratify the Core Electric, Payroll Specialists, and Cottonwood Water & Sanitation District invoices that were paid via ACH. Upon vote, the motion was unanimously approved.

After Board discussion, a motion was presented by Director Jansen and seconded by Director Hilton to accept the Financial Statements for the period ending November 30, 2025. Upon vote, the Financial Statements were unanimously accepted.

Core Electric, Payroll Specialists, and Cottonwood Water & Sanitation District invoices that were paid via ACH. Upon vote, the payments were unanimously approved as amended.

After Board discussion, a motion was presented by Director Hilton and seconded by Director Jansen to accept the Financial Statements for the period ending January 31, 2026. Upon vote, the Financial Statements were unanimously accepted as amended.

Staff reviewed with the Board the 2024 audited financial statements. Staff recommended that the District schedule a special meeting to amend the 2024 budget to ensure compliance with state law. After discussion and on the condition that they amend the 2024 budget, a motion was presented by Director Jansen and seconded by Director Severson to accept the 2024 audited financial statements. Subject to amending the 2024 budget, upon vote, the 2024 audited financial statements were accepted.

Legal Matters

Mr. Mielke updated the Board regarding the Exclusion Petition.

Mr. Mielke reviewed with the Board a proposed agreement with the Cottonwood Metropolitan District (CMD) to formalize reimbursement of costs that CMD has incurred and may incur related to the exclusion process and make sure that CHMD#1 provides them with documents associated with the exclusion. The Board agreed that subject to notification when CMD's fees reach \$10,000 and with CMD providing invoices to back their claims for reimbursement, the Board would consider the agreement.

Manager Matters

Ms. Tatlock presented the Board with a proposal from OnePro for a second winter watering for \$7,737. After discussion, a motion to approve the proposal was made by Director Hilton and seconded by Director Severson. Upon vote, the proposal was unanimously approved.

Director Items

None.

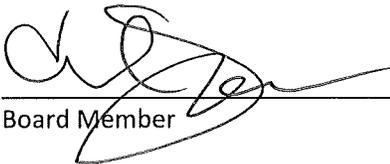
Next Meeting

The next regular meeting is scheduled for March 17, 2026 at 7:00 pm, to be held via Microsoft Teams.

Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded, and upon vote, unanimously carried, the Board determined to adjourn the meeting.

The foregoing minutes were approved by the Board on March 17, 2026, and constitute a true and correct copy of the minutes of the above-referenced meeting.



Board Member