

**RECORD OF PROCEEDINGS
MINUTES OF THE JOINT SPECIAL MEETING
OF THE BOARDS OF DIRECTORS OF
WINDSHIRE PARK METROPOLITAN DISTRICT NOS. 1 & 2**

HELD: Monday, December 1, 2025, via Zoom and in person at 6000 Summerfields Parkway, Timnath, CO 80547.

ATTENDANCE:

The joint special meeting of the Boards of Directors of the Windshire Park Metropolitan District Nos. 1 & 2 (collectively, the “Board”) was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present: Tim Hoops, James Wertz, Cory Andrews, and Dino A. DiTullio, and Jon Turner.

Also in attendance were Shannon Torgerson and Tom McGee, Goodwin & Company and David O’Leary, Spencer Fane

CALL TO ORDER/DECLARATION OF QUORUM/DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:

The meeting to order at 6:07 p.m.

Ms. Torgerson discussed the state requirements for disclosure of potential conflicts of interest with the directors, noting that completed disclosure statements must be filed for each of the Directors with the Secretary of State and with the district at least 72 hours prior to a meeting in which a potential conflict may arise. In addition, each director is to verbally reveal his potential conflicts of interest to the Board at the start of the meeting in which the conflict may arise.

Quorum was declared with all members of each Board in attendance.

APPROVAL OF AGENDA:

Following discussion, upon a motion made by Director Andrews, seconded by Director Wertz and, upon vote, unanimously carried, the agenda was approved as presented.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MINUTES:

The minutes of August 18, 2025 special meeting were reviewed. Following discussion, upon a motion made by Director Andrews, seconded by Director Wertz and, upon vote, unanimously carried, the Boards approved the meeting minutes as presented.

ARCHITECTURAL/COVENANT ENFORCEMENT REPORT REVIEW – The Board reviewed the architectural summary and covenant enforcement reports in detail.

1525 HIGHFIELD COURT COVENANT ENFORCEMENT CONCERN – The Board reviewed the concerns sent via email by the owner of 1525 Highfield Court, noting District Management is charged with completing weekly site visits, but that these visits take place during the week, typically on Wednesdays. Following discussion, upon a motion made by Director Wertz, seconded by Director Hoops and, upon vote, unanimously carried, the Board declined to waive any covenant enforcement fines from the account.

LEGAL MATTERS

DISCUSSION OF REVISION TO NON-POTABLE WATER USE AGREEMENT FOR JACOBY MEADOWS, WINDSOR MEADOWS AND TOWN OF WINDSOR – The Board discussed the existing non-potable water use agreements in place for Windsor Meadows and Town of Windsor, Following discussion, upon a motion made by Director Hoops, seconded by Director Andrews and, upon vote, unanimously carried, the Board approved to increase the fee to \$6.50 per 1000 gallons of non-potable water used and a \$90 per meter read fee.

2025 LEGISLATIVE UPDATE MEMORANDUM – Mr. O’Leary reviewed the 2025 legislative update with the Board.

SPENCER FANE GENERAL ENGAGEMENT WITH TERMS – Mr. O’Leary reviewed the general engagement letter with Spencer Fane. Following discussion, upon a motion made by Director Hoops, seconded by Director Andrews and, upon vote, unanimously carried, the Board approved the Spencer Fane General Engagement Letter with Terms as presented.

FIANNCIAL MATTERS:

Review of October 31, 2025 Draft financial Statements - The financial statements for the period ended October 31, 2025, were reviewed. Following discussion, upon a motion made by Director Hoops, seconded by Director Andrews and, upon vote, unanimously carried, the Board accepted the October 31, 2025 draft financial statements as presented.

2025 BUDGET HEARING

Following a motion made by Director Hoops, seconded by Director Andrews and, upon vote, unanimously carried, the 2026 budget hearing was opened at 6:43 p.m.

The Boards reviewed the 2026 draft budgets in detail.

Following a motion made by Director Hoops, seconded by Director Andrews and, upon vote, unanimously carried, the 2026 budget hearing was closed at 6:51 p.m.

Following discussion, upon a motion made by Director Hoops, seconded by Director Andrews and, upon vote, unanimously carried, the Resolutions to Adopt the 2026 Budget, Appropriate Sums of Money and to Authorize the Certification of the Tax Levy was adopted with an increase in assessments to \$90 per month and the non-potable water fee to \$25 per month. Coupon books will be sent to residents with a letter explaining the change.

OTHER BUSINESS:

2026 Insurance Renewal – The Board reviewed the insurance renewal proposals. Following discussion, upon a motion made by Director Wertz, seconded by Director Hoops and, upon vote, unanimously carried, the Board approved the 2026 Insurance Renewal proposals as submitted by the Colorado Special Districts Property and Liability Pool.

Landscape Maintenance Proposals – The Board directed Management to work with FLM to increase accountability within the landscape contract for 2026.

Tree Maintenance Proposal - The Board noted they will review a tree maintenance proposal in the summer of 2026.

Ratification of Snow Removal Agreement with FLM – Following discussion, upon a motion made by Director Andrews, seconded by Director Wertz and, upon vote, unanimously carried, the Board approved the Snow Removal agreement with FLM for the 2025/2026 winter season.

2026 Pool Maintenance and Management Agreement – Management noted that several vendors have been contacted about providing a proposal for the pool maintenance and management, but each declined to provide a proposal. Following discussion, upon a motion made by Director Wertz, seconded by Director Andrews and, upon vote, unanimously carried, the Board approved the pool maintenance and management agreement with A & B Pools.

Native Conversion Discussion – The Board tabled this item, noting it would be discussed further in spring 2026.

Holiday Lighting Discussion – Following discussion, upon a motion made by Director Hoops, seconded by Director Wertz and, upon vote, unanimously carried, the Board approved the expenditure of \$2000 for FLM to purchase and install additional holiday lighting.

Monument Light Repair – Following discussion, upon a motion made by Director Wertz, seconded by Director Andrews and, upon vote, unanimously carried, the Board approved the monument light repair at a cost not to exceed \$1500.

ADJOURNMENT:

Upon motion duly made by Director Andrews, seconded by Director Wertz and, upon vote, unanimously carried, the meeting was adjourned at 7:21 p.m.