

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

OF

WILLOW TRACE METROPOLITAN DISTRICT

Held: Tuesday, February 6, 2024 at 4:30 p.m. via teleconference

Attendance

The regular meeting of the Board of Directors of the Willow Trace Metropolitan District (“District”) was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following directors were in attendance:

Joe Blethen
Tim Shively
Mike Johnson
Perry Richardson

Director Hayden was absent and his absence was deemed excused.

Also present were: George M. Rowley, Esq. and Robin Bacon, White Bear Ankele Tanaka & Waldron, District General Counsel; and Kimberly Johanns and Daisy Garcia, Simmons & Wheeler, District Accountant.

Call to Order

It was noted that a quorum of the Board was present and that the directors had confirmed their qualification to serve, and therefore the meeting was called to order.

Conflict of Interest Disclosures

Mr. Rowley advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Rowley reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State’s Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Rowley inquired as to whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda The agenda was presented to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda as presented.

Public Comment None.

Consent Agenda The consent agenda was presented to the Board. Any item can be removed from the consent agenda and added to the regular agenda upon a request from any director. No items were requested to be moved from the consent agenda. Upon a motion duly made and seconded, the Board unanimously approved and/or ratified the following items:

- Minutes from December 5, 2023, Regular Meeting

Operational Matters

Discuss Pillar Cap Replacement The Board engaged in a general discussion regarding the pillar cap replacement project. It was noted that one pillar cap was missing. Ms. Bacon noted that she will follow up with American Galvanized Ironworks LLC (“AGI”) on the proposal for the pillar cap replacement.

Discuss Powerline Trail Grant Ms. Bacon reported that the grant application is in process, noting the submittal deadline of April 12, 2024. Ms. Bacon noted that she attended the training required by Arapahoe County for the grant, The Board confirmed the pathway should be constructed of concrete.

Discuss Staining of Split Rail Fence The Board engaged in a general discussion regarding the staining of the split rail fencing. Ms. Bacon reported that a representative from AGI and Director Johnson are planning to meet next week to inspect the split rail fence within the community. No action was taken by the Board at this time.

Discuss Decommission of ECCV Well and Repairing Turf Area The Board engaged in a general discussion regarding the decommissioning of the East Cherry Creek Valley Water & Sanitation District (“ECCV”) well. Ms. Bacon noted that ECCV does not have any plans available at this time for the decommissioning of the well. The Board requested that Ms. Bacon check with ECCV on the status of their plans for the maintenance of the building and driveway once the well has been decommissioned.

The Board also directed Ms. Bacon to obtain a proposal from BrightView Landscape Services, Inc. to have boulders and trees installed in the cul-de-sacs in this area to help prevent people from driving over the grass to get to S. Jebel Street.

Discuss Adding Street Lamp to Chenango Ave and Jebel Street

The Board engaged in general discussion regarding the addition of a streetlamp at E. Chenango Avenue and S. Jebel Street. Following discussion, the Board directed Ms. Bacon to contact CORE about the street lamp addition for discussion at the next meeting.

Legal Matters

Consider Adoption of Independent Contractor Agreement with BrightView Landscape Services, Inc. for Landscape Maintenance Services

Mr. Rowley presented the Independent Contractor Agreement with BrightView Landscape Services, Inc. for Landscape Maintenance Services to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement.

Discuss Resolution Designating Meeting Notice Posting Location

Mr. Rowley presented the Resolution Designating Meeting Notice Posting Location to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Mr. Rowley updated the Board on the rulemaking process regarding accessibility standards for individuals with a disability for information technology systems employed by the District. Director Blethen mentioned changing the platform for the website and will provide a proposal to do so later in the year.

Financial Matters

Payment of Claims

Ms. Johanns presented the claims to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the claims, in the amount of \$53,637.92.

Review Financials


Ms. Johanns presented the December 31, 2023 unaudited financial statements to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the financial statements.

Other Business None.

Adjournment

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

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.


[Mike Johnson \(Apr 5, 2024 09:28 MDT\)](#)

Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 2nd day of April, 2024.