

WILLOW TRACE METROPOLITAN DISTRICT

REGULAR MEETING

via teleconference

Tuesday, October 1, 2024 at 4:30 P.M.

This meeting will be held via teleconferencing and can be joined through the directions below:

Link:

<https://us06web.zoom.us/j/86404782978?pwd=M2NiSVQrNU5rRmVNaGJpakhWdDFJUT09>

Meeting ID: 864 0478 2978

Password: 659273

Call-in Number: 720-707-2699

Joe Blethen, President	Term to May 2025
Tim Shively, Vice President	Term to May 2025
Perry Richardson, Secretary/Treasurer	Term to May 2027
Andrew Hayden, Assistant Secretary	Term to May 2027
Mike Johnson, Assistant Secretary	Term to May 2027

NOTICE OF REGULAR MEETING AND AGENDA

1. Call to Order/Declaration of Quorum/Affirmation of Qualifications
2. Director Conflict of Interest Disclosures
3. Approval of Agenda
4. Public Comment – Members of the public may express their views to the Board on matters that affect the District that are not otherwise on the agenda. Comments will be limited to three (3) minutes per person.
5. Consent Agenda
 - a. Approval of Minutes from August 6, 2024 Regular Meeting (**enclosure**)
 - b. Ratification of Proposal from AMP Electric for Holiday Lighting Electrical Work at E. Chenango Avenue and S. Jebel Street (**enclosure**)
 - c. Ratification of Updated Scope of Work with Mile High Lighting & Events, LLC for Holiday Lighting Services (**enclosure**)
 - d. Ratification of Updated Scope of Work with American Galvanized Ironworks, LLC for First Phase of Split Rail Fence Repair Project (**enclosure**)
 - e. Ratification of Proposal from BrightView Landscape Services, Inc. for Irrigation Repair Work (\$5,496.60) (**enclosure**)
6. Operational Matters
 - a. Update on Status of Split Rail Fence Repair Project
 - b. Update on Status of Decommissioned ECCV Well and Turf Repair

- c. Update on Status of Design of Street Lamp at E. Chenango Avenue and S. Jebel Street
- d. Consider Approval of Independent Contractor Agreement with BrightView Landscape Services, Inc. for 2024/2025 Snow Removal Services (**proposal enclosed**)
- e. Consider Approval of Independent Contractor Agreement with BrightView Landscape Services, Inc. for 2025 Landscape Maintenance Services (**proposal enclosed**)
- f. Consider Approval of Pet Waste Station Installation on E. Chenango Avenue between S. Jebel Street and S. Liverpool Circle (**enclosure**)

7. Legal Matters

- a. Discuss SIPA District Website
- b. Consider Adoption of Resolution Calling the May 2025 Election (**enclosure**)
- c. Consider Adoption of 2025 Annual Administrative Resolution (**enclosure**)
- d. Consider Adoption of Amended and Restated Public Records Request Policy (**enclosure**)
- e. Consider Approval of Special District Disclosure Pursuant to § 32-1-809, C.R.S. (**enclosure**)
- f. Consider Approval of Renewal of General Liability Schedule and Limits, Renewal of Special District Association of Colorado Membership, Payment of Insurance Agency Fee, and Renewal of Workers' Compensation Coverage (**enclosure**)

8. Financial Matters

- a. Payment of Claims (**enclosure**)
- b. Conduct Public Hearing on 2024 Budget Amendment (*if needed*)
- c. Conduct 2025 Budget Hearing and Consider Adoption of 2025 Budget Resolution
 - i. Consider Adoption of Resolution Adopting 2025 Budget, Imposing Mill Levy and Appropriating Funds (**enclosure**)
- d. Discussion Regarding SB-24-233/Election
- e. Discuss Engagement of Auditor to Prepare 2024 Audit

9. Other Business

10. Adjourn