

WILLOW TRACE METROPOLITAN DISTRICT

REGULAR MEETING

via teleconference

Tuesday, October 7, 2025 at 4:30 P.M.

<https://willowtracemd.colorado.gov>

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 2029
Tim Shively, Vice President	Term to May 2029
Perry Richardson, Secretary/Treasurer	Term to May 2027
Andrew Hayden, Assistant Secretary	Term to May 2027
VACANT	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. Discussion Regarding Board Vacancy (**enclosure**)
6. Approval of Minutes from August 5, 2025 Regular and September 2, 2025 Special Meetings (**enclosures**)
7. Operational Matters
 - a. General Update
 - b. Consider Approval of Proposal from BrightView Landscape Services, Inc. to Convert Certain Areas of Turf to Rock along E. Chenango Avenue (**enclosure**)
 - c. Consider Approval of Independent Contractor Agreement with BrightView Landscape Services, Inc. for 2026 Landscape Maintenance Services (**enclosure**)
 - d. Update on 2025 Holiday Lighting Installation
8. Legal Matters
 - a. Consider Adoption of 2026 Annual Administrative Resolution (**enclosure**)

- b. Consider Approval of Notice to Electors Pursuant to § 32-1-809, C.R.S. **(enclosure)**
- c. Consider Adoption of 2026 Resolution Designating Meeting Notice Posting Location **(enclosure)**
- d. Discuss and Review Proposals for Renewal of General Liability Schedule and Limits and Property Schedule and Consider Approval and Authorization to Bind Coverage **(enclosure)**
- e. Consider Distribution of Factual Summary for November 4, 2025 Election **(enclosure)**

9. Financial Matters

- a. Payment of Claims **(enclosure)**
- b. Review Financials **(enclosure)**
- c. Conduct Public Hearing on 2025 Budget Amendment (*if needed*)
- d. Conduct Public Hearing on 2026 Budget
 - i. Consider Adoption of Resolution Adopting Budget, Appropriating Sums of Money and Certifying Mill Levies for the 2026 Calendar Year **(enclosure)**
- e. Consider Approval of Engagement of Auditor to Prepare 2025 Audit **(enclosure)**

10. Other Business

11. Adjourn