

WILLOW TRACE METROPOLITAN DISTRICT

REGULAR MEETING

via teleconference

Tuesday, December 2, 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
Vanessa Holmes, Director	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. Election of Officers
5. 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.
6. Approval of Minutes from October 7, 2025 Regular Meeting (**enclosure**)
7. Operational Matters
 - a. General Update
 - b. Consider Approval of Proposal from BrightView Landscape Services, Inc. (“BrightView”) for Additional Native Mow in 2026 (**enclosure**)
 - c. Consider Approval of Proposal from BrightView for Irrigation Controller Replacement at E. Chenango Avenue and S. Jebel Street (**enclosure**)
 - d. Consider Approval of Proposal from BrightView to Clear Out and Replace Stack on Stop and Waste on S. Himalaya Circle (**enclosure**)
 - e. Update on 2025 Holiday Lighting Installation

8. Legal Matters

- a. Update on November 4, 2025 Coordinated Election
- b. Consider Adoption of Second Amended and Restated Resolution Adopting a Digital Accessibility Policy and Designating a Compliance Officer (**enclosure**)
- c. Consider Approval of Engagement Letter with WBA, PC for Legal Services (**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**)

9. Financial Matters

- a. Payment of Claims (**enclosure**)
- b. Review Financials (**enclosure**)
- c. Presentation on Series 2015 Bonds
- d. Consider Approval of Engagement of Auditor to Prepare 2025 Audit

10. Other Business

11. Adjourn