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DANCING WILLOWS METROPOLITAN DISTRICT
Special Board Meeting Minutes

Meeting Date: Wednesday, August 19, 2026
Meeting Location: https://meet.goto.com/jbrink/districtboardmeetingroom6

I. Roll Call (1:04 to 2:09pm)

A special meeting of the Board of Directors of the Dancing Willows Metro District (District) was called and held as shown above and in accordance with the statutes of the State of Colorado. The following directors were in attendance:

Directors	Office	Attendance
Susan Robitaille	President	Present
Fayre Ruszczyk	Vice President	Present
Linda Rohlman	Treasurer	Present
Bill Kaseman	Secretary	Present
Vacancy		

Also, in attendance was Jennifer Brink (District Manager) with Wolfersberger LLC; No other homeowners were in attendance.

II. Call to Order

The meeting was called to order by Director Robitaille. Director Robitaille noted that a quorum of the Board was present and the Directors confirmed their qualification to serve, the meeting notice was duly posted on the District's website and, therefore, called the special meeting of the Board of Directors of the District to order.

III. Disclosure Matters

The District Manager reminded the Board that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board reviewed the agenda for the meeting, following which four Board members disclosed no conflicts of interest.

IV. Administrative Matters

1) Review and approve Meeting Agenda: The Board reviewed the agenda as presented by the District Manager. Director Ruszczyk moved to approve the agenda as presented. Director Kaseman seconded the motion and the Board voted 4-0 to approve the agenda.

V. Public Comments –None

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VI. Director Matters: Director Rohlman discussed with the board that the paving will be starting next week, she will work on some flyers to place in the community that will be affected.

Action item #1: The district manager will send out an email blast to let homeowners know about the upcoming paving being done in the community.

VII. Financial/Contractual Matters:

1) Review and discuss survey on speed bumps: The board reviewed the homeowner survey on speed bumps. The Board noted that they had good participation with 101 responses. The end result was that the majority of those respondents speed bumps were not wanted in the community. They also reviewed the other two issues surveyed and determined that there is about 20 people who are interested in the community garden that is offered to use from the Abiding Hope Church. Director Ruszczyk will connect those people who are interested so they can work together.

VIII. Landscape:

1) Review and discuss snow removal contract: The board reviewed and discussed a snow removal contract. They would like to get a couple of other bids for the 2026-2027 season

   Action item #2: The district manager will work on getting several snow bids

2) Review and consider 2027 Landscaping contract with Keeson: The Board reviewed discussed the extension offered by Keeson for the 2027 landscaping maintenance agreement. Director Ruszczyk motioned to approve the contract including the extension offered by Keeson for the 2028 landscaping maintenance agreement. Director Robitaille seconded the motion and the Board voted 4-0 in favor of the motion.

3) Review and discuss Streetlights: Director Rohlman discussed with the board that she has reached out to the district's attorney for help with options to pursue regarding the person they believe hit and damaged the streetlight. MR. Rufien has put together a letter to send to the homeowner. The board reviewed the letter and determined that they would like the district manager to send it certified.

   Action item #3: The district manager will send the letter certified to the homeowner.

IX. Pool/Clubhouse

1) Review and discuss extending pool closing after Labor Day**:** The Board discussed extending the pool season after Labor Day. The Board noted that there is some interest in the pool being open for an extra 2 weeks. The pool company let us know it will cost roughly $2,000, Director Robitaille motioned to extend the pool season. Director Kaseman seconded the motion and the Board voted 4-0 in favor of the motion.

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2) Review and discuss clubhouse rental check policy. The Board discussed the clubhouse rental check policy. The Board noted that the current policy is that people pay two checks, one for the rental and one for the deposit and that sometimes people end up not going through with the reservation and then we must reimburse with a check. The board discussed options of not charging or doing Venmo or Zelle through Vectra bank. For now the board will hold on to the checks until the event and cash it after.

Action item #4: The district manager will work on options of electronic ways to pay.

X. Adjournment (2:09pm)

There being no further business to come before the Board, and upon motion duly made by Director Robitaille and unanimously carried, the meeting was adjourned. The next regularly scheduled board meeting will be held at 6:30pm on Thursday September 10, 2026 at the Dancing Willows Clubhouse (11893 West Long Circle Littleton, CO 80127)

Signed by:
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Secretary

9/17/2026
Date