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DANCING WILLOWS METROPOLITAN DISTRICT
Regular Board Meeting Minutes

Meeting Date: Thursday September 10, 2026
Meeting Time: 6:33 pm to 7:54 pm
Meeting Location: Dancing Willows Clubhouse (11893 W Long Circle, Littleton, Co 80127)

I. Roll Call (6:33 pm)

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 online
Linda Rohlman	Treasurer	Present
Bill Kaseman	Secretary	Absent (excused)
Vacancy		

Also, in attendance was Jennifer Brink (District Manager) with Wolfersberger LLC; The following homeowners were in attendance: Marla Kent, Robert Mckeny, Carol Swomley, Carol and Clint Flynn, Gloria Steinmetz, Jocelyn Shaughnessy, Mary Chamberlain, Linda Stearns, Randy Saucedd, Bob Wessels and Jan Walker.

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.

II. 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 three Board members disclosed no conflicts of interest.

III. Administrative Matters

1) Meeting Agenda: The Board reviewed the agenda as presented by the District Manager. Director Robitaille moved to approve the agenda as amended, including underdrains and retaining wall discussion. Director Rohlman seconded the motion and the Board voted 3-0 to approve the agenda.

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2) Review and consider minutes from June 11, 2026 board meeting. The Board reviewed the drafted minutes for the June 11, 2026 board meeting. Director Ruszczyk motioned to approve the minutes for the June 11, 2026 board meeting as presented. Director Robitaille seconded the motion and the Board voted 3-0 in favor of the motion.

3) Review and consider minutes from July 16, 2026 board meeting. The Board reviewed the drafted minutes for the July 16, 2026 board meeting. Director Ruszczyk motioned to approve the minutes for the July 16, 2026 board meeting as presented. Director Robitaille seconded the motion and the Board voted 3-0 in favor of the motion.

4) Review and consider minutes from August 19, 2026 board meeting. The Board reviewed the drafted minutes for the August 19, 2026 board meeting. Director Ruszczyk motioned to approve the minutes for the August 19, 2026 board meeting as presented. Director Robitaille seconded the motion and the Board voted 3-0 in favor of the motion.

5) Review and consider adoption of update bylaws. The Board reviewed and discussed the proposed CORA policy. Director Rohlman motioned to table the discussion until we are sure to have the correct version of the proposed bylaws. Director Robitaille seconded the motion and the Board voted 3-0 in favor of the motion.

IV. Public Comments –None

V. Director Matters – Director Robitaille discussed that we have still not heard back from Apex regarding the underdrains. She asked the District manager to continue trying to get answers as to where we were at with the drains. She also discussed the retention walls and needing to get more information regarding the boundaries and which part is HOA /metro responsibility, further information is needed, discussed having a planning meeting with the HOA and Attorney to discuss and figure things out.

VI. Financial/Contractual Matters:

1) Review and consider payment of claims: The Board reviewed the schedule of check payments (checks #100027 to #100048 and checks #5-8) totaling $36,148.27. Director Rohlman motioned to approve the payment of claims as presented and Director Ruszczyk seconded the motion. The Board voted 3-0 to approve the motion.

2) Review 2025 post-audit report from Flynn CPA: The Board reviewed the 2025 Audit Financials and report. Director Robitaille motioned to approve the results of the 2025 Audit Financial report and Director Rohlman seconded the motion. The Board voted 3-0 to approve the motion.

3) Review and consider 2026-2027 Snow removal bids: The board reviewed the bids and determined they wanted to discuss further with Director Kaseman before making a decision.

VII. Capital Asset Matters

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1) Review and discuss pool repair bids The board discussed the pool repairs and the determined they need to piece it together of what absolutely needs to be done starting in the spring.

2) Review and discuss ADA compliance for pool: Director Robitaille discussed the issue of being ADA compliant and what is required, we are required to have at least one lift. Because we are considered a public pool there is liability and also we have lifeguard to make sure the lift is accessible at all times.

3) Review and discuss Pool safety grants: Jan Walker discussed with the board the safety grant program that is available, which is essentially free money, we currently have available $3,650 which can be used for anything needed for the pool such as first aid kit, defibrillator and other supplies required to be ADA compliant. Jan is willing to help the board get access to that money.

VIII. HOA Reports

1) Patio Homes: – Director Ruszczyk reported that their annual meeting will be held next month.

2) Townhomes: – no homeowners were in attendance to provide a report.

3) Condominiums: Director Robitaille reported that there will be three board positions available this coming election. They are working on doing winter tree watering.

IX. Committee Reports

1) Communications Committee: Director Ruszczyk reported that we have received almost all emails from residents. We need to work with CMS to get updates when there are move-ins and move-outs so we keep updated contact information.

2) Landscaping Committee: Carol Swomley reported that the pruning or removal of trees have been done. They are continuing to water trees. Discussed that the Christmas lights will be put up after Thanksgiving. They discussed storage of all the lights.

3) Streets, Sidewalks and Underdrain Committee: The board reviewed and discussed the underdrains and streets.

4) Clubhouse Committee: Director Robitaille discussed there have been less rental of the clubhouse.

5) Finance and Budget Committee: None

6) Monuments and Fence Committee: The painting on the monument sign has been completed.

7) Snow Committee: None

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X. Adjournment (7:54 pm)

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 Thursday, November 5th at 6:30 at the Dancing Willows Clubhouse (11893 West Long Circle Littleton, CO 80127)

Signed by:
William K Kaseman
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Secretary

11/6/2026

Date