

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE WILLOW BROOK METROPOLITAN DISTRICT HELD JUNE 24, 2022

### ATTENDANCE:

The special meeting of the Board of Directors of the Willow Brook Metropolitan District was called and held on Friday, June 24, 2022 at 3:30 p.m. via teleconference and in person at The Gate House, 524 Ruby Road, Silverthorne, CO, in accordance with Colorado law. The following Directors were present and confirmed their qualification to serve on the Board:

EJ Olbright, President  
Mat Sherwood, Vice President  
Michael Good, Secretary  
Randy Lewis, Director  
Vacancy

#### Others identified in attendance:

Sue Blair; Community Resource Services of Colorado, LLC  
John Drake  
Don Samuels and Marina Larson  
David Robbins  
David Radlauer  
Jon Rovick

### CALL TO ORDER:

Director Olbright noted that a quorum of the Board was present, and the meeting was called to order at 3:30 p.m.

### DISCLOSURE OF CONFLICTS OF INTEREST:

Director Olbright inquired whether members of the Board had any conflicts of interest on matters coming before the Board to which there were none.

### APPROVAL OF AGENDA:

Director Lewis moved that the Board approve the agenda as presented. Upon a second by Director Sherwood, a vote was taken, and the motion carried unanimously.

### RANCH MANAGER

Director Olbright introduced Jim Neilsen, the new Ranch Manager. Mr. Neilsen shared his background with the Board. The Board warmly welcomed Mr. Neilsen to the Ruby Ranch.

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## **MINUTES**

Director Good moved to approve the minutes of the March 19 and May 6, 2022 meetings. Upon second by Director Sherwood, vote was taken and motion carried unanimously.

## **FIRE MITIGATION**

After review of the bid, Director Lewis moved that the Board approve the bid from GE Forestry in the amount of \$298,000. Upon second by Director Good, vote was taken and motion carried. The contractor will be issued a Notice to Proceed. Ms. Blair will ensure that all insurance and bond requirements are received from GE Forestry. Work is to begin July 18, 2022 with a completion date of September 9, 2022.

## **WATER METERS**

Ms. Blair hasn't received any feedback from CDPHE regarding possible funding for the meters. If the county releases ARPA funds to local governments, there may be a funding possibility there.

## **INTERCONNECT PROJECT**

Director Olbright reported that he has been attempting to meet with RKR to finalize the interconnect project. There are items that need to be repaired and completed prior to project completion.

## **WELL REHABILITATION**

Leah Wolf is requesting bids from various contractors for the rehabilitation of Well No. 1.

## **ROAD MAINTENANCE**

Director Olbright is searching for a contractor that can perform the needed road maintenance.

## **EQUESTRIAN BOARDING POLICY**

Mr. Rovick presented information on a proposed equestrian boarding policy whereby horses could continue to be sponsored by Ruby Ranch owners. Ms. Larson offered to draft various releases that would be needed. The Board thanked her for her offer. Director Olbright noted that Matt Dalton, prior counsel, had provided a written opinion in 2019 that the stable cannot be utilized for commercial use. Legal counsel will be contacted to prepare a written opinion and policy.

## **FINANCIALS ADJOURNMENT**

Ms. Blair reviewed the current claims presented for payment. Director Good moved that the claims presented be paid. Upon second by Director Sherwood, vote was taken and motion carried unanimously.

Ms. Blair reviewed the District's financial statements for the period ended May 31, 2022 and Cash Position Schedule for the period ended June 18, 2022. Ms. Blair added a "forecast" column to the financial

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statements and removed items that were no longer going to occur in 2022, such as mag chloride, mailboxes, etc.

There being no further business to come before the Board, the meeting was adjourned at 5:57 p.m.

Respectfully submitted,

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Secretary for the Meeting

DRAFT