

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE WILLOW BROOK METROPOLITAN DISTRICT HELD DECEMBER 2, 2022

- ATTENDANCE:** The special meeting of the Board of Directors of the Willow Brook Metropolitan District was called and held on Friday, December 2, 2022, at 2:30 p.m. via teleconference and in person at The Gate House, 524 Ruby Road, Silverthorne, Colorado, 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
Vacant
- Others in attendance:
Sue Blair and Marcos Pacheco; Community Resource Services of Colorado, LLC
Jim Nielsen, Ranch Manager
John Drake, Property Owner
Jim Hahn, Property Owner
Don Samuels, property owner
- CALL TO ORDER:** Director Olbright noted that a quorum of the Board was present, and the meeting was called to order at 2:33 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.
- PUBLIC COMMENT** Mr. Samuels asked about Tract K and if an opinion has been provided by legal regarding land use. Ms. Blair stated it is still under review.
- APPROVAL OF AGENDA:** Director Lewis moved that the Board amend the agenda to add ratification of the contract amendment on the GWUDI project. Upon a second by Director Olbright, a vote was taken, and the motion carried unanimously.
- MINUTES:** The Board reviewed the minutes of the September 2, 2022, meeting. Director Good motioned to approve the minutes as presented. Upon

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second by Director Sherwood, vote was taken, and the motion carried unanimously.

BOARD VACANCY/ APPOINTMENT

Director Lewis introduced Mr. Hahn, a property owner within the District who is interested in being appointed to the Board. Director Lewis noted that with Mr. Hahn's financial background he would be a valuable member of the Board. Director Lewis motioned to appoint Mr. Hahn to the Board. Upon second by Director Sherwood, vote was taken, and the motion carried unanimously. Ms. Blair administered his Oath of Office, which will be filed with DOLA, the county clerk, and the District Court.

RANCH MANAGER'S REPORT:

Mr. Nielsen presented the Ranch Manager's report. Snow removal has been ongoing. The projects that are still in process are fencing, drilling, and culverts.

ELECTION APPROVED PROJECTS:

Director Olbright updated the Board stating that the Andersons have volunteered their architectural services for the design of the mailbox and trash enclosure projects. Presentation of design blueprints will be reviewed at a future meeting of the Board. The tentative start date of the project will be sometime in April.

FINANCIALS:

Consider Ratification and Approval of Payment of Claims: Upon motion duly made, seconded and unanimously carried, the Board approved the claims as presented. Ratification of prior claims will be at the next meeting of the Board.

Review Financial Statements for the Period Ended November 30, 2022, and Cash Position for the Period Ended November 29, 2022:

Ms. Blair presented the financial statements and cash position to the Board. The Board accepted the financial statements as presented.

Discussion Regarding Fuel Reduction Project Loan:

Ms. Blair discussed the November election results and the new loan requirements. The prior loan with InBank will be paid in full, and the new loan amount will be \$150,000. The annual mill levy will be approximately 8 mills to cover annual det services. After further discussion Director Good moved to adopt the Resolution and Loan Agreement as presented. Upon second by Director Olbright, vote was taken, and motion carried unanimously.

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Public Hearing on the 2023 Budget: Ms. Blair reported that proper publication had been made to allow the Board to conduct the public hearing. President Olbright opened the public hearing on the 2023 budget. Ms. Blair reviewed the budget with the Board in detail. There were no questions from the public and the public hearing was closed. Director Lewis moved to adopt 2023 budget as discussed at today's public hearing. Upon second by Director Sherwood, vote was taken and motion carried unanimously.

WATER SYSTEM UPDATE:

GWUDI: Director Sherwood motioned to ratify the agreement with Plummer in the amount of \$9,250. Upon second by Director Lewis, vote was taken and motion carried unanimously.

Director Sherwood motioned to ratify the amended agreement with Plumber the amount of \$15,517. Upon second by Director Lewis vote, was taken and motion carried unanimously.

Required Treatment: The Board discussed water rates with David Robbins and usage from the Town of Silverthorne. There was extensive discussion on the work that has been completed and the potential costs of obtaining water from the Town of Silverthorne.

Well Drilling: Director Olbright updated the Board on the drilling date and that the District is waiting on the contractors.

PROJECT UPDATES:

Meter Installation: Director Sherwood reported that the cost of meter pricing has stayed relatively even. The Board will evaluate their rules and regulations and consider resident concerns regarding the purchase of meters.

DIRECTORS ITEMS:

Weed Management: The District plans to provide their contact for the weed spraying to each homeowner. At some point, the District needs to ensure all properties are mitigating their own weed issues. Jim Nielsen will talk with individual owners to perform this work. He encouraged the Owners Association to help push mitigation. John Drake agreed with the Board and appreciated the help.

Town of Silverthorne Projects: The Town expansion projects are the recreation center, Trent Park, and the Blue River trail, installation of traffic signals on Highway 9 and extending Adams Ave through Smith Ranch. The Town will also be adding affordable/workforce housing along Smith Ranch and Annie Rd. Director Olbright asked if one of the Board members would volunteer to monitor the Town progress.

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Hay Harvesting: Ranch Manager will work with Leo Causland to enter into a contract for the 2023 haying season.

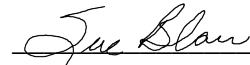
OTHER BUSINESS:

There was none.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 3:53 p.m.

Respectfully submitted,



Secretary for the Meeting