

**WILLOW BROOK METROPOLITAN DISTRICT  
REGULAR MEETING AGENDA**

<u>Board of Directors</u>	<u>Office:</u>	<u>Term Expiration</u>
Donald Samuels	President	May 2020
Randy Lewis	Vice President	May 2020
EJ Olbright	Asst. Secretary	May 2022
Mat Sherwood	Secretary/Treasurer	May 2022
Vacancy		May 2020 (2-year term)

**PLEASE NOTE DATE AND TIME**

**DATE: Friday, June 15, 2018**

**TIME: 3:00 PM**

**PLACE: The Gate House  
524 Ruby Road  
Silverthorne, Colorado**

**A teleconference bridge will be available for the meeting as well.  
Call information: 1-515-603-3177 Participant Access Code: 1007116#**

- I. Call to Order
- II. Present Disclosures of Potential Conflicts of Interest
- III. Approve Agenda
- IV. Review and Approve Minutes of the April 27, 2018 and May 26, 2018 Special Meetings (enclosures)
- V. **ENGINEERING REPORT:**
  - A. Update Regarding 2018 Waterline Improvements Project
  - B. Update re Smith Ranch Development
- VI. **FINANCIAL/ADMINISTRATIVE ITEMS:**
  - A. Consider Approval and Ratification of Claims (enclosure)
  - B. Review Cash Position Dated June 7, 2018 (enclosure)
  - C. Review Financial Statements for Period Ended May 31, 2018 (enclosure)
- VII. **DIRECTORS' ITEMS:**
  - A. Discussion Regarding Board Vacancy
  - B. Discussion Regarding Daily Operations
  - C. Discussion Regarding Strategic Planning/Review Timeline
  - D. Review Timeline re November Election
  - E. Discussion Regarding Required Studies for Proposed Improvements
  - F. Discussion Regarding General Fund Mill Levy

**VIII. MANAGER'S ITEMS:**

- A. Discussion Regarding 2019 Budget Timeline/Proposed Amendment to 2018 Budget (enclosure)
- B. Adopt Resolution to Call November 2018 Election – Independent Mail Ballot Election (enclosure)
- C. Consider Scheduling a Special Meeting in July (3<sup>rd</sup> Friday is July 20<sup>th</sup>)
- D. Informational Items Enclosed:
  - 1. State Revolving Fund Loan
  - 2. Colorado Public Bidding Rules
  - 3. Debt Issuance Checklist
  - 4. GFOA – Issuing a Bond
  - 5. GFOA – Bank Loans

**IX. OPERATOR'S ITEMS:**

- A. Water System Report (enclosure)

**X. BARN, STABLE, AND MEADOW ITEMS:**

- A. Discussion/Authorization of Needed Repairs

**XI. STANDING COMMITTEE REPORTS:**

- A. Area Development Updates
- B. Architectural Control Committee
- C. Stable Committee

**XII. OTHER BUSINESS:**

**XIII. ADJOURNMENT:**

**THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
WILLOW BROOK METROPOLITAN DISTRICT  
WILL BE HELD ON AUGUST 17, 2018 AT 3:00 P.M.  
AT THE GATE HOUSE**

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***RUBY RANCH HOMEOWNERS' ASSOCIATION***

A regular meeting of the Board of Directors of the Ruby Ranch Homeowners' Association will be held immediately following the Willow Brook Metropolitan District, assuming a quorum of the Board is obtained.

**AGENDA ITEMS:**

- 1. Call to Order
- 2. Approval of Minutes
- 3. Financial Matters
- 4. Committee Reports
- 5. Adjournment