

**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 2020
Mat Sherwood	Secretary/Treasurer	May 2022
Michael Good	Asst. Secretary	May 2020 (running 2-year 2020)

PLEASE NOTE DATE AND TIME

DATE: Friday, February 15, 2019

TIME: 3:30 PM

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

Dial-In Phone Number: 1-866-899-4679 Access Code 911-656-101

- I. Call to Order
 - II. Present Disclosures of Potential Conflicts of Interest
 - III. Approve Agenda
 - IV. Review and Approve Minutes of the December 14 and 28, 2018 Special Meetings and February 6, 2019 Work Session (enclosures)
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- V. **2019 WATER LINE IMPROVEMENT PROJECT:**
 - A. Bid Overview/Selection of Contractor/Preliminary Schedule (enclosures)
 - B. Review Project Budget Spreadsheet (distributed at meeting)
 - C. Barn – Materials Storage
 - D. Monthly Report – Table of Contents (enclosure)
 - E. Review and Approve Change Order Process (enclosure)
 - F. Review and Approve Organizational Chart
 - G. Update re SRF Loan Process
 1. List of Questions for February 19th SRF Meeting (enclosure)
 - H. Discussion re Preparation of an Irrigation Plan that will Dovetail with the Construction Plan
 - I. Public Comment
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VI. FINANCIAL/ADMINISTRATIVE ITEMS:

- A. Consider Approval and Ratification of Claims (enclosure)
 - B. Review Cash Position Dated February 9, 2019 (enclosure)
 - C. Review Unaudited Financial Statements for Period Ended January 31, 2019
2018 (enclosure)
 - D. 2018 Audit Update
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VII. DIRECTORS' ITEMS:

- A. Smith Development Update
 - B. Planning Discussion for Future Water and Road Operations
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VIII. OPERATOR'S ITEMS:

- A. Water System Report (enclosure)
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IX. BARN, STABLE, AND MEADOW ITEMS:

- A. Barn/Stable Committee Members
 - B. 2019 Haying Contract
 - C. 2019 Irrigation
 - D. Discussion Regarding Potential Grading Plan
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X. STANDING COMMITTEE REPORTS:

- A. Area Development Updates
 - B. Architectural Control Committee
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XI. OTHER BUSINESS:

- A. Discussion Regarding Waste Management Recycling Contamination Charge
(enclosure)

- B. Discussion Regarding Richard Bennum's Request to Unbury
Electrical/Communication Boxes
 - C. Discussion Regarding Necessity for Special Board Meeting in March
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XII. ADJOURNMENT:

**THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
WILLOW BROOK METROPOLITAN DISTRICT
WILL BE HELD ON APRIL 26, 2019 AT 3:30 P.M.
AT THE GATE HOUSE**

RUBY RANCH HOMEOWNERS' ASSOCIATION

A regular meeting of the Board of Directors of the Ruby Ranch Homeowners' Association will be held at 2:30 p.m. before the Willow Brook Metropolitan District meeting at 3:30 p.m., 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