

**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, June 21, 2019

TIME: 3:30 PM

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

Dial-In Phone Number: 1-888-585-9008 Conference Room #883-668-404#

Formal actions may be taken on one or more of the following items on the agenda.

- I. ADMINISTRATIVE MATTERS:
 - A. Call to Order
 - B. Accept Resignation of Don Samuels
 - C. Present Disclosures of Potential Conflicts of Interest
 - D. Solicit Public Comment
 - E. Approval of Agenda
 - F. Review and Approve Minutes of the May 17, 2019 Special Meeting
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- II. CAPITAL PROJECTS:
 - A. Update Regarding 2019 Water System Improvement Project
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- III. OPERATIONS:
 - A. Ratification of 2019 Equestrian Contract (enclosure)
 - B. Discussion Regarding 2019 Irrigation Contract
 - C. Discuss Removal/Replacement of Culvert Outside of Gate House
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IV. FINANCIAL/ADMINISTRATIVE ITEMS:

- A. Consider Approval and Ratification of Claims (enclosure)
 - B. Review Cash Position Dated June 14, 2019 (enclosure)
 - C. Review Unaudited Financial Statements for Period Ended May 31, 2019 (enclosure)
 - D. Acceptance of 2018 Audit Update (enclosure)
 - E. Approve Requisition for Reimbursement Under SRF Loan
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V. OPERATOR'S ITEMS:

- A. Water System Report (enclosure)
 - B. Ratify Proposal Inland Potable Services to Clean Out Sediment in Wells (enclosure)
 - C. Ratify Repiping Proposal from Vowel Plumbing (enclosure)
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VI. OTHER BUSINESS:

- A. Gate House Remodel Update
 - B. Review Look-Ahead Schedule (enclosure)
 - C. Review/Assign Tasks (enclosure)
 - D. Update on Fence Replacement (MF)
 - E. Request from Richard Bennum re Shelter for Utility Boxes
 - F. RFP Process and Review – Water Operator, Winter and Summer Roadwork
 - G. Discuss Draft Snow Plowing Regulation
 - H. Discuss 2020 Road Paving Project
 - I. Election Discussion: May Directors' Election and Mill Levy Increase for Capital Improvements
 - J. Extra Trash Pickup over July 4th Holiday
 - K. Consideration to Keep Gate Open
 - L. Consideration for Additional Meeting Protocols
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VII. NEWLY APPOINTED DIRECTOR:

- A. Administer Oath of Office and Execute Certificate of Appointment
 - B. Election of Officers
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VIII. ADJOURNMENT:

**SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
WILLOW BROOK METROPOLITAN DISTRICT
WILL BE HELD ON JULY 19, 2019 AT 3:30 P.M.
AT THE GATE HOUSE**