

**WILLOW BROOK METROPOLITAN DISTRICT
REGULAR MEETING AGENDA**

<u>Board of Directors</u>	<u>Office:</u>	<u>Term Expiration</u>
Randy Lewis	President	May 2020
EJ Olbright	Vice President	May 2020
Mat Sherwood	Vice President	May 2022
Michael Good	Secretary	May 2020 (running 2-year 2020)
Steve Johnson	Treasurer	May 2020

PLEASE NOTE DATE AND TIME

DATE: **Friday, August 16, 2019**

TIME: **3:30 PM**

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

Join Zoom Meeting to view meeting documents at:
<https://zoom.us/j/2715275247>

OR

For audio only, dial one of the numbers below:
+1 408 638 0968 US
+1 646 876 9923 US
+1 669 900 6833 US

Meeting ID: 271 527 5247

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

- I. **ADMINISTRATIVE MATTERS:**
 - A. Call to Order
 - B. Present Disclosures of Potential Conflicts of Interest
 - C. Solicit Public Comment
 - D. Approval of Agenda
 - E. Review and Approve Minutes of the July 19, 2019 Meeting (enclosure)

II. CAPITAL PROJECTS:

- A. Update Regarding 2019 Water System Improvement Project
 - 1. Discussion/Policy on Replanting Trees
 - 2. Ratification of Pay Requisition Nos. 2 and 3 (enclosures)
 - 3. Ratification of Davis-Bacon Certifications for Pay Requisitions Nos. 1 – 3
 - 4. Approval of Payment to RKR in the Amount of \$142,000 (Pay App #1)
 - 5. Review Contract Summary (enclosure)
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III. OPERATIONS:

- A. Discussion Regarding RFP Results – Water Operations, Summer and Winter Road Maintenance (enclosure)
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IV. FINANCIAL/ADMINISTRATIVE ITEMS:

- A. Consider Approval and Ratification and Approval of Claims (enclosure)
 - B. Review Financial Statements for the Period Ending July 31, 2019 and Cash Position Dated August 9, 2019 (enclosures)
 - C. Discussion Regarding Preliminary 2020 (enclosure)
 - 1. Review Projection for 2020 Dumpster Charges Prepared By Director Good
 - 2. Review Mill Levy Comparison Summary (enclosure)
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V. OPERATOR'S ITEMS:

- A. Water System Report (enclosures)
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VI. OTHER BUSINESS:

- A. Gate House Remodel Update
 - 1. Discussion Regarding Improvements and Additional Funding
- B. Review Look-Ahead Schedule (enclosure)
- C. Discussion Regarding Barn Improvements
 - 1. Opinion of Probable Cost – Joe Maglicic (enclosure)
- D. Discussion Regarding Paving Project

1. Opinion of Probable Cost – Joe Maglicic (enclosure)
2. Continued Discussion Regarding November Election Deadlines
- E. Discussion Regarding Cistern Project and Options
 1. Consider Approval of RFP for Engineering Study Regarding Hydrants and Connections to District’s Water System
- F. Discussion and Preparation For Annual Meeting – September 7
- G. Discussion Regarding Scheduling September Special Board Meeting

VII. ADJOURNMENT:

**SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE
WILLOW BROOK METROPOLITAN DISTRICT
WILL BE HELD ON SEPTEMBER 20, 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