

**WILLOW BROOK METROPOLITAN DISTRICT
SPECIAL 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, November 15, 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 October 18, 2019 Meeting (enclosure)

- II. CAPITAL PROJECTS:
 - A. Fire Hazard Water Supply Hydraulic Analysis and Project Planning Summary (enclosures) Chief Berino will be attending.
 - B. Water System Improvement Project :

1. Update – Meeting with CDPHE
 2. Review/Approve Final Pay Application (pending meeting with CDPHE on Thursday, November 14)
 3. Notice of Final Payment Advertised
- C. Update 2020 Paving Project
- D. Review/Approval of Top Notch Proposal – Installation of New Buck and Rail Fence (enclosure)
- III. OPERATIONS:
- A. Review/Approval Proposal – Level 1 Reserve Study (enclosure)
 - B. Discussion Regarding Addition of Reserve Study for Ruby Water System to the Fire Protection Study
 - C. Review/Approval of Contract with RKR re Summer/Winter Road Maintenance (enclosure)
- IV. FINANCIAL/ADMINISTRATIVE ITEMS:
- A. Consider Approval and Ratification and Approval of Claims (enclosure)
 - B. Review Financial Statements for the Period Ending October 31, 2019 and Cash Position Dated November 8, 2019 (enclosures)
 - C. Conduct Public Hearing to Adopt 2020 Budget (enclosure)
 1. Open Public Hearing/Public Comment/Close Public Hearing
 2. Adopt Record of Proceedings Relating to Adoption of 2020 Budget (enclosures)
- V. OPERATOR’S ITEMS:
- A. Water System Report (enclosures)
- VI. OTHER BUSINESS:
- A. Review Look Ahead Schedule (enclosure)
 - B. Discuss Cancellation of December 20, 2019 Regular Meeting
 - C. Traffic Calming Discussion
 - D. Consideration of T. Charles Wilson Insurance Services (enclosure)
- VII. ADJOURNMENT