

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE WILLOW BROOK METROPOLITAN DISTRICT HELD FEBRUARY 19, 2021

ATTENDANCE: The regular meeting of the Board of Directors of the Willow Brook Metropolitan District was called and held on Friday, February 19, 2021 at 3:30 p.m. Due to the COVID-19 Pandemic, this meeting was held via teleconference only, in accordance with Colorado law. The following Directors were present and confirmed their qualification to serve on the Board:

EJ Olbright, Director
Mat Sherwood, Vice Director
Michael Good, Secretary
Randy Lewis, Director
Des Hague, Director

Others identified in attendance:

Sue Blair and Marcos Pacheco; Community Resource Services of Colorado, LLC
Dave Wingate, property owner
John Drake, property owner
Fran Novak, property owner
David Robbins, Esq., property owner and President of the RROA
Jon Rovick, property owner
Ashley Smith, SE Group
Mark Nadeau, property owner
David Radlauer, property owner
Rebekah Barrington, property owner
Don Samuels, property owner
Marina Larson, property owner
Cathi Wingate, property owner
Rick Mautz, property owner
Tom Festa, property owner
Steve Johnson, property owner
John Longhill, property owner

CALL TO ORDER: Director Olbright noted that a quorum of the Board was present, and the meeting was called to order at 3:33 p.m.

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- DISCLOSURE OF CONFLICTS OF INTEREST:** Director Olbright inquired whether members of the Board had any conflicts of interest on matters coming before the Board. There were none.
- PUBLIC COMMENT:** There was none.
- APPROVAL OF AGENDA:** Upon review of the Agenda and a motion duly made, seconded and, upon vote, unanimously carried, the Board approved the Agenda as presented.
- MINUTES:** The Board reviewed the minutes of the December 18, 2020 Meeting. Director Good moved to approve the minutes as presented. Upon second by Director Sherwood, a vote was taken, and the motion carried unanimously.
- FIRE MITIGATION UPDATE:** Proposal From SE Group to Prepare Scope of Work and NEPA: Director Olbright introduced Ashley Smith with the SE Group. Mr. Radlauer explained the reasons why SE Group was recommended. They are local and have extensive experience with the US Forest Service. The costs for their services will be approximately \$33,000. The committee recommends that the District engage SE Group for their services and believes the costs are reasonable. Ms. Smith then provided a background on her company and the ways in which her company can help with the NEPA process. The public was allowed to ask questions and an extensive discussion took place. Mr. Drake will begin to look at grant opportunities. Director Sherwood moved that the Board approve the proposal from SE Group. Upon a second by Director Lewis, a vote was taken, and the motion carried unanimously.
- Grants and Congressional Appropriations: Mr. Radlauer reported that Mr. Robbins has been in constant contact with Senators that may have opportunities for funding. There was a continued discussion surrounding the funding opportunities.
- ROAD REPORT:** Discuss Snowplowing: There was nothing to report. Director Lewis noted that Mr. Wingate has done a great job over the last two weeks with improving the results of plowing.
- WATER OPERATORS REPORT:** Ms. Blair reported that the water system reclassification is in progress. With the interconnect, we are making progress with nearing completion with the SRF process.

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RANCH MANAGER:

The Committee presented a slideshow outlining the proposal of hiring Ranch Manager. The community was given the opportunity to express their thoughts or concerns with the proposal. There was extensive discussion that took place and the Committee took time to respond to each community member. The Board was also given the opportunity to discuss their opinions. At the conclusion of the discussions, Director Hague moved that the Board support the adoption of the presented plan. Upon a second by Director Sherwood, discussion took place. Director Lewis suggested that the document should be cleaned up and then recirculated. He noted that more feedback would be beneficial in his opinion. Director Hague then withdrew his motion. Director Lewis then moved that the Board approve the concept and instructed CRS to plan a special meeting at which an amendment to the 2021 budget can be considered by the Board, including the hire of a Ranch Manager. CRS will also create a posting for the position. Upon a second by Sherwood, a vote was taken, and the motion carried unanimously.

FINANCIALS:

Consider Ratification of Claims: Ms. Blair reviewed the claims with the Board. Director Good moved that the Board ratify the claims totaling \$20,890.66. Upon second by Director Sherwood a vote was taken, and the motion carried unanimously.

Review Financial Statements for the Period Ending January 31, 2021 and Cash Position: Ms. Blair reviewed the financial statements with the Board.

OTHER BUSINESS

Smith Ranch Commercial Development: Director Olbright reported that the Town of Silverthorne has entered into an Agreement with Continuum to develop the commercial area. They are also placing electrical vehicle charging stations behind the gas station. Continuum is moving forward with site plans. The WBMD will be allowed to review and comment on the plans once available.

GIS Project: Director Olbright reported that he has sent out a first iteration of the GIS project plan. As the project moves forward, layers are added to the GIS mapping for fire mitigation as well as other projects.

Signage – Cross Country Trail (Tract K): Director Lewis noted that this item should be tabled until the Fall time, at which time the topic can be discussed more thoroughly. The Board agreed.

D & O Insurance for the RROA: The RROA has requested that the WBMD assist with the cost of insurance in the amount of \$1,400. Ms.

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Blair is looking into this with the District's insurance broker. They are evaluating options that are available. It will be discussed at the next regular meeting.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 5:51 p.m.

Respectfully submitted,



Secretary for the Meeting