

**WILLOW BROOK METROPOLITAN DISTRICT
REGULAR MEETING AGENDA**

<u>Board of Directors</u>	<u>Office:</u>	<u>Term Expiration</u>
EJ Olbright	President	May 2023
Mat Sherwood	Vice President	May 2022
Michael Good	Secretary	May 2022
Steve Johnson	Treasurer	May 2023
Randy Lewis	Director	May 2023

PLEASE NOTE DATE AND TIME

DATE: Friday, August 21, 2020

TIME: 3:30 PM

**PLACE: VIRTUAL MEETING – NO ONE WILL BE IN ATTENDANCE AT
THE GATE HOUSE**

Join Zoom Meeting
<https://zoom.us/j/92377185897>

Meeting ID: 923 7718 5897
One tap mobile
+12532158782,,92377185897# US (Tacoma)
+13462487799,,92377185897# US (Houston)

Dial in:
+1 253 215 8782 US
+1 346 248 7799 US
+1 669 900 9128 US

FOR THOSE CALLING IN, PLEASE MUTE YOUR PHONES

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 17, 2020 Meeting (enclosure)

II. CAPITAL PROJECTS:

- A. Update – Interconnect and Telemetry Project – review and approve proposal
- B. Update Gate Replacement Project
- C. Update Signage Project
- D. Phase II Traffic Calming Project – Speed Bump Discussion

- III. OPERATOR'S ITEMS:
 - A. Water System Report
 - B. Protocol for Permit Issuance and Certificate of Occupancy
 - C. Change of Water System Classification – implications, budget and timeline

- IV. ROADS
 - A. RKR Agreed to Plowing Festa and Sherwood Roads
 - B. Damage Fencing from Plowing – Fosters COMPLETE
 - C. RKR – Mag Chloride and Summer Maintenance

- V. OTHER BUSINESS:
 - A. Update on Reserve Study
 - B. Update - Kurtz Request for Fencing/Signage
 - C. Discussion Regarding Agenda Items for Annual Meeting (September 12)

- VI. FINANCIAL/ADMINISTRATIVE ITEMS:
 - A. Consider Approval and Ratification of Claims (enclosure)
 - B. Review Financial Statements for the Period Ending July 31, 2020 and Cash Position Dated August 18, 2020 (enclosures)
 - C. Property Tax Abatements (enclosure)
 - D. Review Project Status Spreadsheet (to be distributed under separate cover)
 - E. Accept Resignation from Steve Johnson/Appoint Kevin Boylan to Board

- VII. ADJOURNMENT:

The next regular meeting will be held on September 18, 2020. Notice of said meeting will be provided.

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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 starting at 3:30 p.m., assuming a quorum of the Board is obtained. The call-in information for this meeting is the same as that noted on the Willow Brook Metropolitan District agenda.

AGENDA ITEMS:

- 1. Call to Order
- 2. Approval of Minutes
- 3. Financial Matters
- 4. Committee Report
- 5. Adjournment