

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE WILLOW BROOK METROPOLITAN DISTRICT HELD MARCH 12, 2021

ATTENDANCE:

The regular meeting of the Board of Directors of the Willow Brook Metropolitan District was called and held on Friday, March 12, 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
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
Mike Meyer, 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.

RECORD OF PROCEEDINGS

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:

There were no changes to the agenda and it was approved as presented.

MINUTES:

The Board reviewed the minutes of the February 19, 2021 Meeting. Director Hague moved to approve the minutes as presented. Upon second by Director Sherwood, a vote was taken, and the motion carried unanimously.

FIRE MITIGATION UPDATE:

David Radlauer reported on the progress that has been made with SE Group as it relates to fire mitigation. Staging areas have been established for SE Group's equipment. Most recently, SE Group made contact with the Wilderness Society in an effort too coordinate work and secure proper channels of potential funding. John Drake added that from 2006 through 2019 the total spent on fire mitigation for the community is \$519,760. More will be reported at future meetings. Ms. Blair added that the SE Group contract has been sorted out. There are no noted changes at this time. Mr. Robbins reported that he believes the Willow Brook Metropolitan District is in line with the State of Colorado. He cautioned that while the efforts are tremendous at this time, there may come a time that the expectations for funding are beyond the capabilities of the District. If that happens, Federal funding may be required

RANCH MANAGER:

Director Hague reported on the feedback from the community related to the potential ranch manager position. There has been extensive review and revision of the budget in order to make the feasibility of this position a reality.

Mr. Robbins asked if there is a need to discuss the budget at this point and Mr. Samuels asked if it is possible to amend the budget more than once. Ms. Blair replied that the District can amend an annual budget as many times as needed.

Ms. Blair reported that Ms. Novak expressed her support of the hiring of the Ranch Manager.

RECORD OF PROCEEDINGS

Mr. Meyers asked if the Board had decided on equipment. Director Olbright responded that once the Ranch Manager is on board, they will be involved in the decision on what equipment to purchase. Mr. Meyers also asked about insurance. Ms. Blair summarized the insurance provided under the Colorado Special Districts Property and Liability Pool as well as the Colorado Employee Benefit Trust.

Director Lewis asked if the committee had any inclinations on how the backup contractor situation will work with snow plowing and how will it be supervised? Director Olbright answered that RKR or someone similar could be placed on a retainer. This company could provide backup equipment and service. Director Hague added that there will be money set aside for some of these issues. For supervision, Director Olbright noted that the Ranch Manager will answer to the WBMD board.

Director Hague moved that the Board approve the hiring of the Ranch Manager and authorize the committee to advertise for the position and to appoint an interview committee. Upon a second by Director Sherwood, a vote was taken and motion carried with Director Lewis abstaining.

FINANCIALS:

Consider Ratification of Claims: Ms. Blair reviewed the claims with the Board. Director Good moved that the Board approve the claims and wires totaling \$57,824.62 (check numbers 62-70). Upon second by Director Sherwood a vote was taken, and the motion carried unanimously.

Review Financial Statements for the Period Ended February 28, 2021 and Cash Position for the Period Ended March 10, 2021: Ms. Blair reviewed the financial statements with the Board. There were no questions or comments on the financials.

Review Project Summaries and Update on the SRF and in Bank Balances: Ms. Blair provided a brief update on the status of the SRF loan.

Discussion Regarding Signage: Discussion ensued regarding safety signage on the ranch. Language for signage will be provided by the committee and signs will be ordered. The Ranch Manager will also be involved in this process.

Conduct Public Hearing to Amend the District's 2021 Budget: Ms. Blair reported that proper publication had been made to allow the

RECORD OF PROCEEDINGS

Board to conduct a public hearing to consider amending the 2021 budget. Director Olbright opened the public hearing at 4:51 p.m. Public comment was received by the Board. The Board directed CRS to revise the proposed amendment. Those revisions were completed during the meeting. The public hearing was closed at 5:11 p.m. Director Hague moved that the Board approve the amendment to the 2021 budget as discussed at today's meeting. Upon a second by Director Sherwood, a vote was taken and the motion carried, with Director Lewis abstaining from the vote.

OTHER BUSINESS

Discussion of Meters: This agenda item was tabled to a future meeting of the Board.

Website Update: Mr. Drake reported that he and Ashley Johnson are working on the website.

Update on Investigation: Ms. Blair reported that the investigative attorney was not successful in his investigation as no one wanted to discuss the matter. He provided a letter to the Board and recommended that the Board consider adopting by-laws. The Board requested that Ms. Blair prepare draft by-laws for consideration at a future meeting of the Board.

Silverthorne Agreement: Director Lewis moved that the Board ratify the agreement with the Town of Silverthorne, as presented. Upon a second by Director Hague, a vote was taken, and the motion carried unanimously.

Cancellation of March 19, 2021 Regular Meeting: The meeting has been cancelled.

Executive Session: The Board discussed the necessity for an Executive Session. Director Lewis moved that the Board enter into Executive Session pursuant to C.R.S. 24-6-402(4)(e) to develop negotiating positions. Upon second by Director Sherwood, vote was taken and the Board entered into Executive Session at 5:41 p.m.

The Board reconvened into General Session at 5:56 p.m.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was adjourned at 5:58 p.m.

RECORD OF PROCEEDINGS

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'M. L. H.', written over a horizontal line.

Secretary for the Meeting