

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE WILLOW BROOK METROPOLITAN DISTRICT HELD MAY 6, 2022

- ATTENDANCE:** The regular meeting of the Board of Directors of the Willow Brook Metropolitan District was called and held on Friday, May 6, 2022 at 3:30 p.m. via teleconference only, in accordance with Colorado law. The following Directors were present and confirmed their qualification to serve on the Board:
- EJ Olbright, President  
Mat Sherwood, Vice President  
Michael Good, Secretary  
Randy Lewis, Director  
Vacancy
- Others identified in attendance:  
Sue Blair; Community Resource Services of Colorado, LLC  
John Drake  
Don Samuels and Marina Larson  
John Longhill  
David Robbins  
David Radlauer  
Bjorn Dahl, Fire Mitigation Consultant  
Lyle Laverty, Fire Mitigation Consultant
- CALL TO ORDER:** Director Olbright noted that a quorum of the Board was present, and the meeting was called to order at 3:30 p.m.
- DISCLOSURE OF CONFLICTS OF INTEREST:** Director Olbright inquired whether members of the Board had any conflicts of interest on matters coming before the Board to which there were none.
- APPROVAL OF AGENDA:** Director Lewis moved that the Board approve the agenda as presented. Upon a second by Director Sherwood, a vote was taken, and the motion carried unanimously.
- ELECTION UPDATE** Ms. Blair reported that the election was successful, passing with a large margin. The canvass board has met and the election results will be filed with the county clerk, Division of Local Affairs, and the Oaths

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filed with the District Court. Oaths of Office were administered to Directors Mat Sherwood and Michael Good.

## **FIRE MITIGATION**

Mr. Dahl and Mr. Lavery presented the fire mitigation project to the Board. The USFS will be participating in a cost share agreement. Adjacent private lands issues were discussed, such as consent to entry, 50-foot adjacent strip to pile, USFS burn piles and restoration of site. The invitation to bid is being finalized. The project start date is July 15, 2022, and project completion by September 9, 2022.

Ms. Blair presented a term sheet from InBank to help fund the project. Upon motion by Director Olbright, second by Director Lewis, vote was taken and the term sheet was approved by the Board. Mr. Drake reported on county grant funds that will be available for the project in the amount of \$200,000. The District will need to match these funds. Other financing sources are being considered.

## **SIGNAGE**

Director Olbright reported that the signage project is going out for bid and will be brought back before the Board for consideration.

## **WATER METERS**

Available funding of the meters is being researched.

## **INTERCONNECT PROJECT**

Director Olbright reported that he has been attempting to meet with RKR to finalize the interconnect project. There are items that need to be repaired and completed prior to project completion

## **WELL REHABILITATION**

Leah Wolf is finalizing the bid documents for the well rehabilitation project. Water line issues and well repairs were discussed.

## **RANCH MANAGER**

Director Olbright has reached out to several public works personnel who have indicated they are interested in the position. Ms. Blair has posted an ad on social media. The interview committee members are: EJ Olbright, Sue Blair, Jon Rovick and Kevin Boylan.

## **EQUESTRIAN BOARDING POLICY**

Mr. Rovick noted that an updated equestrian facility boarding policy has been drafted and will be brought before the Board at a future meeting for consideration.


# RECORD OF PROCEEDINGS

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## ADJOURNMENT

There being no further business to come before the Board, the meeting as adjourned at 5:43 p.m.

Respectfully submitted,

  
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Secretary for the Meeting