

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE WILLOW BROOK METROPOLITAN DISTRICT HELD MAY 29, 2020

ATTENDANCE: The special meeting of the Board of Directors of the Willow Brook Metropolitan District was called and held on Friday, May 29, 2020 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	President
Mat Sherwood	Vice President
Michael Good	Secretary
Steve Johnson	Treasurer
C. Randel Lewis	Director

Also in attendance were:

Sue Blair and Marcos Pacheco; Community Resource Services of Colorado, LLC

David Robbins, Esq; property owner and President of HOA

Mark Nadeau, property owner

Chris McGadden, property owner

CALL TO ORDER: President Olbright noted that a quorum of the Board was present, and the meeting was called to order at 3:33 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. Director Good noted that he may have a potential conflict in relation to the arena fencing as he may be donating funds toward the project.

PUBLIC COMMENT: There was none.

APPROVAL OF AGENDA: The Board reviewed the agenda. Director Sherwood moved to approve the agenda as presented. Upon second by Director Lewis, and vote, the motion carried unanimously.

CAPITAL PROJECTS: Gate Replacement and Approval of Cost Estimate from Strategic Fence: Director Olbright reported to the Board that a public bid and advertisement was performed. Fez, has been an asset to the ranch and since he would be maintaining the gate, accepting his bid would

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make the most sense. In this situation, Strategic Fence would serve as the general contractor, with the bid being comprised of several contractors. Director Olbright also outlined the different items included in the bid and described the work that would be performed by each contractor. Director Sherwood added that the Board will be going through the District's legal counsel to ensure that the work performed is compliant with the current easements. Director Good then spoke about the different ways to manually override the gate in the event of a power outage or malfunction. Director Johnson raised a question about the ongoing cost related to electric gate operations. Director Sherwood noted that there will be an ongoing cost related to the 4G connection and there would also be cloud storage provided with this system. As such, there would be a need for someone, potentially CRS, to maintain access codes and storage. Director Good asked if Architectural elevations were available. Director Sherwood will provide these. The total cost of the project would be \$136,509. Ms. Blair noted that the loan was closed yesterday for the full amount of \$550,000. Director Lewis remarked that the Board needs to be cognizant to not max out the debt mill levy.

The Board asked if the present public had any comment on the matter:

Mr. McGadden expressed his appreciation for the hard work that has gone into this project so far.

Mr. Nadeau also applauded the remarkable progress made by the group putting this together. He asked the Board, is the design on the gate decided upon yet? He also had questions as to whether the gate would perform a traffic count or not.

Director Johnson asked what the useful life of the gate would be to which Director Olbright answered 30 years.

Director Olbright also noted that, if approved, this would start next week, and the work would be completed in approximately 30 days.

Director Sherwood moved that the Board approve the proposal presented by Strategic Fence, with the addition of \$14k in fees, totaling \$136,509. Upon a second by Director Lewis, a vote was taken, and the motion carried unanimously.

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Director Olbright then provided an update that the roof on the gatehouse is nearing completion. Two fire hydrants have been installed. The hydrants will continue to be installed. Director Lewis asked that RKR work to minimize road closures at the time. Director Olbright suggested that Joe Maglicic, RKR, and Matt Willitts be added to RR-General. Director Sherwood suggested that we create an infrastructure group within the same mail group. Mr. Nadeau noted his concern that there is not an option to reply to one individual, rather there is only the option to reply to all. He also noted that several homeowners have contributed to the arena fencing project.

Director Sherwood will take the lead with updating/changing our current setup.

ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 4:25 p.m.

Respectfully submitted,

Secretary for the Meeting