

**WILLOW BROOK METROPOLITAN DISTRICT  
REGULAR MEETING AGENDA**

| <u>Board of Directors</u> | <u>Office</u>       | <u>Term Expiration</u> |
|---------------------------|---------------------|------------------------|
| C. Randel Lewis           | President           | May 2027               |
| EJ Olbright               | Vice President      | May 2027               |
| Jim Hahn                  | Secretary/Treasurer | May 2027               |
| Carl Oppedahl             | Director            | May 2029               |
| Blake Shutler             | Director            | May 2029               |

**DATE: Friday, June 19, 2026**  
**TIME: 1:00 PM**  
**PLACE: VIRTUAL AND IN-PERSON MEETING AT  
THE GATE HOUSE, 524 Ruby Road, Silverthorne, Colorado**

***Join Zoom Meeting***

<https://us06web.zoom.us/j/85261349167?pwd=c0mVb8eWm8NVpSt0l5PPeajE0sXb4l.1>

**Meeting ID: 852 6134 9167**

**Passcode: 171673**

***One tap mobile***

**+17207072699,,85261349167# US (Denver)**

**+17193594580,,85261349167# US**

**FOR THOSE CALLING IN, PLEASE PRESS \*6 TO MUTE/UNMUTE YOUR PHONE**

**DISTRICT INFORMATION AND PUBLIC DOCUMENTS ARE POSTED  
ON THE DISTRICT'S WEBSITE AT: [willowbrookmetro.org](http://willowbrookmetro.org)**

- I. ADMINISTRATIVE MATTERS:
  - a. Call to Order
  - b. Present Disclosures of Potential Conflicts of Interest
  - c. Solicit Public Comment (for non-agenda items – 3-minute time limit)
  - d. Approval of Agenda
  - e. Review and Approve Minutes of April 17, 2026, Regular Meeting and May 1, 2026 Special Meeting (enclosures)
  
- II. RESIDENT COMMUNICATION ITEMS:
  - None presented.
  
- III. FINANCIAL/MANAGEMENT ITEMS:
  - a. Review Financial Statements and Cash Position (enclosure)
  - b. Review and Ratify and/or Approve Claims (enclosure)
  - c. Review and Ratify June 1 Prepayment of Road Debt (enclosure)

- IV. RROA MATTERS:
  - a. Update on Community Building Process
  - b. Other items from the June 12 meeting
  
- V. PROJECT UPDATES:
  - a. Update Well 3R (enclosure)
  - b. Report on Headgates
  
- VI. WATER OPERATIONS:
  - a. Monthly Operator's Report
  - b. Water Usage – Aquahawk Report (enclosure)
  - c. Colorado River Updates
  
- VII. RANCH OPERATIONS:
  - a. Operations Report
  - b. Ranch Manager Transition
  - c. Pasture management
  
- VIII. LEGAL ITEMS:
  - a. Ratification of WBA, PC Engagement Letter (enclosure)
  
- IX. DIRECTORS' ITEMS:
  - a. Review and Consider Approval of Release of \$20,000 Compliance Bond Associated with the Construction Project at 983 Emerald Road
  - b. Trademark agreement with RROA (to be provided)
  - c. Revisions to CRS Contract
  - d. Director Oppedahl's Email RE: Recycling/ New Recycling Sign (enclosure)
  - e. Discussion on Revising District Regulations (enclosure)
  - f. Acceptance of Lewis resignation
  - g. Appointment to Fill Board Vacancy (bios enclosed)
  - h. Election of Officers
  - i. Discussing developing an 'onboarding' process for new owners with focus on utilities billing and opting in to district communications.
  
- X. ADJOURNMENT:

The next regular meeting of the Board of Directors of the Willow Brook Metropolitan District is scheduled to be held on August 21, 2026.

## RECORD OF PROCEEDING

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF:

#### WILLOW BROOK METROPOLITAN DISTRICT

Friday, April 17, 2026, 2:00 P.M.

#### ADMINISTRATIVE ITEMS

The regular meeting of the Board of Directors of the Willow Brook Metropolitan District (the "District") was called and held via teleconference and in person at The Gate House, 524 Ruby Road, Silverthorne, Colorado, in accordance with Colorado law. The following Directors were present and confirmed their qualification to serve on the Board:

**Randy Lewis**, President  
**EJ Olbright**, Vice President  
**Jim Hahn**, Secretary/Treasurer  
**Carl Oppedahl**, Director  
**Blake Shutler**, Director, was excused.

Also present were:

|               |                                       |
|---------------|---------------------------------------|
| Erika Karplus | John Rovick                           |
| Laura Tuck    | Michael Goode                         |
| Cathi Wingate | Steve Wherry                          |
| Becky Tomasek | Jim Nielsen                           |
| David Robbins | Adam Shore                            |
| Rob Morgan    | Marcia Shore                          |
| Dave Anderson | Trish Harris, Counsel                 |
| Joey Kraft    | Carlos Arreola-Karr, District Manager |
| Lisa Lewis    | Diane Rodriguez, District Accountant  |
| Alex Wiser    |                                       |

#### CALL TO ORDER

A quorum of the Board was present, and the meeting was called to order at approximately 2:02 p.m. by Director Lewis.

#### DISCLOSURE OF CONFLICTS OF INTEREST

There were none.

#### PUBLIC COMMENT

There was none.

#### APPROVAL OF AGENDA

The Board reviewed the agenda. Following discussion, Director Hahn moved to approve the agenda as presented. Director Oppedahl seconded, and the motion carried without objection.

## **APPROVAL OF MEETING MINUTES**

The Board reviewed the minutes of the February 20, 2026 regular meeting. Following discussion, Director Hahn moved to approve the minutes as presented. Director Oppedahl seconded, and the motion carried without objection.

## **RESIDENT COMMUNICATION ITEMS**

There were none.

## **FINANCIAL/MANAGEMENT ITEMS**

**Review Financial Statements and Cash Position:** Ms. Rodriguez reviewed the March 31, 2026 cash position and financial statements with the Board. She reported that the District was in a stronger cash position than the prior month, with approximately \$729,483 in cash and investments and a current unrestricted/unallocated balance of approximately \$76,561. She reviewed fund activity and balances, including General Fund revenues and expenses, Capital Projects/SRF activity, Water Utility Fund activity, Road Paving Fund activity, and the Stewardship Fund balance following the budgeted transfer to the General Fund Reserve. Discussion included timing of property tax collections, cash-basis reporting, the reserve allocations reflected in the cash position, and the transfer needed to support the Water Utility Fund after recent water repair costs. Director Olbright also provided context regarding the water repair expenses and the cost of addressing the recently located curb stop leak. Upon motion by Director Hahn and seconded by Director Oppedahl, the financials were approved as presented.

**Review and Ratify and/or Approve Claims:** Ms. Rodriguez then reviewed the claims. Discussion included current payables, electronic payments, water repair expenses, and the annual Town of Silverthorne tap fee. The Board discussed the Silverthorne fee as an annual system connection charge that provides backup value to the District's water system. The April payables packet reflected current payables and electronic payments totaling \$36,561.94. Upon motion by Director Hahn and seconded by Director Oppedahl, the claims were approved and ratified as presented.

## **RROA MATTERS**

**Horses at Ruby Ranch:** The Board received updates from RROA representatives regarding horse-related planning for the summer season. Discussion included the revised horse owner agreement, anticipated pasture use, barn use considerations, and the importance of balancing horse-related activities with District operational needs and existing storage demands. Board members and attendees discussed the benefits of having horses return to the ranch on a limited basis for the summer while also recognizing that longer-term decisions regarding the barn, storage, tack, and co-use of the facility would require additional community discussion. The Board noted that the agreement and final action on horse use would be addressed later under Directors' Items.

**Planning for Potential Water Shortages This Summer:** The Board and RROA representatives discussed the current snowpack and drought conditions and the need for proactive water conservation communication before and during the irrigation season. Director Lewis noted information included in the Board packet regarding regional water supply conditions and emphasized that the materials were being shared so the District record reflected the seriousness of the current water situation. Ms. Karplus and Ms. Tuck discussed RROA's intent to add more prominent water-conservation information to the Ruby Ranch website, including links to water supply information, AquaHawk leak monitoring resources, and other practical information for owners. Discussion also included possible coordination between the District and RROA on communications to residents. Board members discussed the importance of encouraging conservation while recognizing the District's role as a water provider and the distinction between permissible domestic water use and prohibited outdoor water use. No formal action was taken under this item.

**Barn Study - Update:** The Board discussed the status of the broader barn study and community conversation regarding future use of the barn. Discussion included work by Dave and Nan Anderson to assess what can reasonably fit in the barn, the need to understand possible County or planning limitations, and the relationship between immediate summer horse use and longer-term barn, storage, and co-use questions. The Board

acknowledged that the summer arrangement with the horses should not be treated as deciding all future barn use issues, and that additional community discussion would continue. No formal action was taken.

## **PROJECT UPDATES**

**Update Well 3R:** Director Olbright led the update regarding Well 3R. He reported that the District is working through the groundwater under the direct influence evaluation process, which involves sampling, evaluation, and coordination with CDPHE. He explained that the process began in early February and will take several months to complete, and that the District cannot fully design the connection from the well to the water system until the outcome of the evaluation is known. Director Olbright stated that the District believes Well 3R remains an important water source and that the goal is to bring it online as soon as practicable, particularly given current drought concerns. He also reported that Mr. Robbins is working on the water-rights-related changes necessary for Well 3R. Discussion included timing of budgeted transfers and the need to keep the engineering and connection planning moving so that the District is positioned to respond if an emergency or well failure requires accelerated action. No formal action was taken.

**Water Line Leak - Update:** Director Olbright provided an update regarding the water line leak investigation and repair. He explained that the leak was ultimately traced to an old curb stop that had not been replaced when the new water lines were installed and had been left in place after a replacement curb stop was installed elsewhere. The old curb stop was buried and became the leaking component. The Board discussed the distinction between District and homeowner responsibility, noting that the curb stop itself is the District's responsibility because the District must be able to control service, while the line beyond the curb stop to the home is generally the homeowner's responsibility. Discussion included the practical difficulty of measuring water loss between the curb stop and in-home meters, the use of production and tank data to identify leaks, and the acoustic equipment used to locate the problem. Director Olbright also reported that locating, marking, exercising, and mapping curb stops into the GIS system will be a summer maintenance priority and a useful application for the District's MiniEx. No formal action was taken.

**Ditch Measurement Requirements Update:** Director Olbright provided an update regarding the State's new ditch measurement requirements. He reported that the District has engaged an engineering firm to inspect the District's headgates and measurement structures, determine whether they comply with the new requirements, and issue a report. He noted that the ranch manager had walked the ditch, confirmed accessibility, and cleaned soil that had washed into the headgate area. Discussion included the likelihood that the District will need to upgrade measurement devices, the possibility of electronic monitoring, and the need to understand whether existing headgates can remain in place or whether more substantial work will be required. Mr. Robbins explained that similar measurement requirements have already been imposed in other drainage areas and that the District should expect to comply. Director Oppedahl suggested that the engineers consider less visually intrusive monitoring options, including LORA-style radio technology, where feasible. No formal action was taken.

## **WATER OPERATIONS**

**Monthly Operator's Report:** Because Ms. Begeman was not in attendance, Director Olbright summarized water operations on behalf of the District. He reported that the largest recent operational issue had been the leak discussed earlier in the meeting and that the District had also been working to bring the new engineers up to speed on the water system. Discussion included a recent meeting and system tour with Eric Kirchner, whose long-term knowledge of the system helped ORC and the District's current team understand unresolved system questions. Director Olbright reported that budgeted system upgrades had been authorized and were moving forward, and that with the major leak addressed, the District would shift back toward normal maintenance and forward-looking system planning. No formal action was taken.

## **RANCH OPERATIONS**

**Operations Report:** Director Olbright provided the Ranch Operations Report. He reported that Jim Nielsen had spent significant time assisting with the leak investigation, walking the ditches, and completing road work. Discussion included the difficulty of road work during spring conditions when the subgrade is soft. Director Olbright also

reported that fencing around the barn area had largely been repaired in anticipation of horses, equipment had been moved out of the loafing shed, and meadow dragging had been completed with the tractor. The Board also discussed coordination with the ditch rider and water commissioner regarding when irrigation could begin, with May identified as the likely timing if additional direction is not received. No formal action was taken.

## **DIRECTORS' ITEMS**

**Ranch Manager Recruiting Update:** Director Olbright reported that he, Director Shutler, and Jim Nielsen had interviewed candidates for the ranch manager position after identifying approximately nine potential candidates through various contacts, including ski areas, municipalities, CDOT, and other organizations where the relevant skill set could be found. Director Olbright reported that several candidates were qualified, but that Alex Wiser rose to the top based on experience, personality, and fit for the position. He summarized Mr. Wiser's background, including his work as a street supervisor for the Town of Frisco, prior similar work in Salida, Colorado and Olympia, Washington, and favorable feedback from prior employers. Director Olbright reported that Mr. Wiser is expected to start on May 14, 2026, with overlap before Jim Nielsen's transition on July 1, 2026. Discussion included the value of the overlap period for training on irrigation, fencing, equipment logs, mailboxes, trash, the gate, culverts, and general ranch management tasks. Director Olbright summarized the employment agreement, including that it is an annual salary arrangement with duties, PTO, paid holidays, review provisions, and compensation terms, and that legal counsel had reviewed the agreement for HR-related updates. Following discussion, Director Hahn moved to ratify the ranch manager employment contract. Director Oppedahl seconded, and the motion carried without objection.

**Review of Current Water Usage Regulations (pools, outdoor watering):** The Board returned to water conservation and water usage regulations. Director Lewis explained that, based on current water supply conditions and comments from Mr. Robbins, the District should make a clear record that District water system use during the summer is for domestic health and safety uses, and not more consumptive outdoor uses such as irrigation. Discussion included existing rules prohibiting outdoor watering, limits on pool filling, the lack of a specific hot tub rule, use of AquaHawk for leak monitoring, and the need to communicate more clearly with residents regarding conservation and prohibited exterior uses. Mr. Robbins provided comments regarding the importance of the District adopting a conservation-forward position in light of statewide water supply concerns. The Board discussed preparing a formal resolution and resident communication, including a possible water bill insert. Director Lewis will prepare draft language, and Director Oppedahl will have the first opportunity to review and suggest revisions before the language returns to the Board for further consideration. No formal rule change was adopted at this meeting.

**Car Tag Reader / Gate Access Control System Improvement:** Director Oppedahl provided an overview of the current car tag reader system and described the potential technical benefit of adding a second antenna farther downhill to improve tag readability and reduce the need for drivers to back up and move forward again if the tag is not read. Discussion included the location of existing gate equipment and the fact that portions of the system are on Town property. Director Olbright explained that when the gate was installed, the Town did not allow the antenna, signage, or turnaround to be moved farther downhill and had already required the original plan to be shifted uphill. Based on that history, the Board generally acknowledged that further downhill improvements were unlikely to be allowed. Discussion also briefly touched on garage-door-style access or app-based access, and Director Lewis noted that he would follow up offline regarding the garage door component. No formal action was taken.

**Update - Leach Field at Lot 2:** Director Lewis noted that the item had been included due to a mix-up between Lot 2 and the ongoing discussion regarding the Tan property. He reported that Director Shutler and John Longhill had met with Mimi Tan regarding the septic system and the number of bedrooms at the property, and that discussions with the County and the property owners were continuing. The Board discussed that the matter remains ongoing and no formal action was taken.

**Access to Correspondence Files:** Director Oppedahl revisited the topic of Director access to District correspondence files. He noted that CRS had previously provided a zip file of correspondence and asked whether correspondence could be maintained in a password-protected Google Drive or similar shared resource so that Directors could review correspondence on an ongoing basis. Discussion included the low volume of formal

correspondence and the desire to create a practical shared resource without overcomplicating the process. No formal action was taken.

**Horse Owner Boarding Agreement - Revised Draft:** The Board reviewed the revised horse owner boarding agreement later in the meeting. Discussion included pasture use, fencing, tack storage, potential co-use of the barn, equipment storage, whether a carriage or related equipment could be accommodated, and the need to make the summer arrangement work without treating it as a final precedent for future barn use. The Board discussed the proposed fee and the history of prior horse grazing arrangements. After discussion, the Board agreed to set the fee at \$75 per horse per month. Upon motion by Director Lewis and seconded by Director Hahn, the Board approved the revised horse owner boarding agreement as amended to include the \$75 per horse per month fee.

**Update - Stewardship Related Activities:** Director Lewis provided a stewardship update. He reported that the District is included in Summit County's Hazard Mitigation Plan and that the County has prepared materials and a draft resolution that the District cannot adopt until directed to do so. He explained that inclusion in the plan is foundational to the District's eligibility for federal and state mitigation grants. Director Lewis also discussed Fire Adapted Colorado activities attended by Lisa Lewis and Ed Levy, including regional wildfire mitigation, home ignition zone education, and changes in how wildfire risk and structure protection are being discussed. Additional discussion included the County Community Wildfire Preparedness Plan, Blue River Watershed Group interest in wetland and watershed resilience, State Forest Service coordination regarding forest inventory planning, and continuing challenges with the Colorado Resiliency Office recognizing metropolitan districts as eligible applicants. No formal action was taken.

**Reserve Funds - Discuss Use of Reserve in Road Fund:** The Board discussed reserve funds and the InBank road fund loan. Discussion included the recent adjustment of the loan interest rate from 4% to 7.08%, the potential budget impact of the increased interest rate, and whether available road fund reserves should be used to reduce principal and mitigate future interest costs. Board members discussed a potential prepayment in the range of approximately \$50,000 to \$75,000, possible re-amortization of the loan, and the upcoming June 1 payment timing. Following discussion, Director Oppedahl moved to authorize Director Hahn to work with CRS to coordinate with InBank regarding a principal paydown and possible adjustment to the amortization schedule for the road fund loan, with the understanding that the District may proceed with unilateral prepayment if re-amortization is not available. Director Hahn seconded, and the motion carried without objection.

**Discussion of New Construction Related Items:** Director Olbright led discussion regarding new construction related items and the District's need for better coordination in connection with ARC and construction approvals. Discussion included construction deposits, driveway locations, driveway specifications and profiles, retaining walls near District roads, culvert locations, water line and curb stop locations, leach field locations and impacts on wells or water sources, construction signage, construction limits fencing, construction plans, storage of topsoil and excavated materials, tree removal and protection, construction traffic, parking, and drainage. Director Olbright explained that clearer expectations and plans from contractors would reduce neighborhood impacts and protect District infrastructure. The Board discussed coordinating a meeting among District representatives, the Ranch Board/ARC representatives, and the ranch manager to develop a more practical process. No formal action was taken.

**2026 Haying Plans:** The Board discussed 2026 haying plans. Director Lewis reported that the District expects to perform its own haying work this year, including cutting, raking, mowing, baling, and finding a home for the hay bales. Discussion included potential volunteer assistance, the possibility of acquiring a sickle cutter and eventually a baler, expanding hay meadows back toward historic boundaries, removing rocks from hay meadows, and the impact of drought conditions on expected hay production. Discussion also included fire mitigation concerns associated with standing dry hay and the goal of cutting as soon as the grass is ready. No formal action was taken.

**Discussion of WBMD Link to RROA Information:** The Board discussed information that had been linked on the District's website that related to RROA website content. Director Lewis reported that the item at issue was a v-card

linked from a prior presentation that included the password to the owners' section of the RROA website and that the v-card had been removed. Ms. Harris provided legal review and feedback through the Board packet. Discussion concluded that the District will avoid further crossover into RROA website territory, RROA-related matters should remain on the RROA website, and District-related materials should remain on the WBMD website. Ms. Karplus indicated RROA would update its codes and related information. No formal action was taken.

**Reschedule Annual Meeting:** The Board discussed rescheduling the District's annual meeting to coordinate with the RROA annual meeting schedule. Following discussion, Director Oppedahl moved to reschedule the annual meeting to September 19, 2026. Director Hahn seconded, and the motion carried without objection.

**ADJOURNMENT**

There being no further business to come before the Board, Director Oppedahl moved to adjourn, and Director Hahn seconded. The motion carried without objection. The meeting adjourned at approximately 4:38 p.m.

Respectfully submitted,

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Secretary of the Board  
Willow Brook Metropolitan District

DRAFT

## RECORD OF PROCEEDING

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF:

#### WILLOW BROOK METROPOLITAN DISTRICT

Friday, May 1, 2026, 3:00 P.M.

#### ADMINISTRATIVE ITEMS

The special meeting of the Board of Directors of the Willow Brook Metropolitan District (the “District”) was called and held via Zoom teleconference on Friday, May 1, 2026, in accordance with Colorado law. The following Directors were present and confirmed their qualification to serve on the Board:

**Randy Lewis**, President  
**EJ Olbright**, Vice President  
**Jim Hahn**, Secretary/Treasurer  
**Carl Oppedahl**, Director  
**Blake Shutler**, Director

Also present were:

Erika Karplus  
Steve Wherry  
David Wingate  
Jim Nielsen  
Joe Forrester  
Carlos Arreola-Karr, District Manager

#### CALL TO ORDER

A quorum of the Board was present, and the meeting was called to order at approximately 3:00 p.m. by Director Lewis.

#### DISCLOSURE OF CONFLICTS OF INTEREST

There were none.

#### PUBLIC COMMENT

There was none.

#### APPROVAL OF AGENDA

The Board reviewed the agenda for the special meeting, which was limited to consideration of the resolution regarding drought conditions and emergency water restrictions. Following discussion, Director Hahn moved to approve the agenda as presented. Director Olbright seconded, and the motion carried without objection.

#### DIRECTORS' ITEMS

**Review and Consider Approval of Resolution to Implement Water Rules:** Director Lewis introduced the proposed Resolution Regarding Drought Conditions and Emergency Water Restrictions for the Willow Brook Metropolitan District for the balance of calendar year 2026. He explained that the resolution had been circulated to the Board and that he had also discussed the matter with water counsel, David Robbins. Director Lewis summarized counsel’s concerns regarding current river conditions, senior downstream calls, the status of the

Historic Users Pool at Green Mountain Reservoir, and the need for the District to demonstrate that its domestic water diversions are being limited to indoor health, safety, and welfare uses during the emergency period. He emphasized that the resolution is intended to protect the District's domestic water system and place the District in the strongest possible position should the State Engineer or downstream users review or challenge District diversions during the drought conditions.

Director Lewis explained that the proposed restrictions are intentionally strict and would prohibit use of District water for irrigation, outdoor washing, exterior uses, and filling swimming pools or hot tubs. He noted that the District would need to be vigilant in enforcing the restrictions and that the language authorizes significant enforcement measures, including suspension of water service after notice in appropriate circumstances. Discussion also included the importance of communicating clearly to residents that District water is to be used only for indoor domestic purposes during the emergency period.

Director Oppedahl asked whether the District could adopt the restrictions immediately without following a longer notice-and-comment process similar to the process used for prior water rate changes. Director Lewis responded that counsel had advised the District could proceed under the emergency declaration included in the resolution. The Board discussed the legal and practical need to act promptly given the drought conditions and uncertainty regarding water availability.

Steve Wherry asked how residents would know whether they are using too much water and whether the resolution establishes a gallon threshold. Director Lewis explained that the resolution does not establish a specific gallon threshold and that the primary enforcement focus is whether District water is being used outdoors. He stated that if a resident appears to be using unusually high amounts of water indoors, the District would first expect to communicate with the resident, warn them, and ask them to reduce use where possible. Director Lewis further noted that Well 1 may be particularly vulnerable if there is no water coming down the sawmill ditch, that the District has been encouraging design work to connect Well 3 to the system, and that the District will need to monitor system conditions closely.

Ms. Karplus discussed anticipated follow-up communications from the homeowner's association to support the District's message. She explained that RROA intended to provide residents with additional information regarding drought conditions, household water-use data, and conservation benchmarks, including examples from other water providers. Discussion included the distinction between the District's hard-line regulatory position and the homeowners association's ability to provide advisory and educational messaging to residents. The Board discussed that no outdoor watering is permitted under the resolution, including hand watering flowers or new landscaping with District water. Ms. Karplus noted that RROA would address related landscaping timing issues with homeowners as conditions change.

The Board also discussed whether residents could use water collected in rain barrels or water hauled into the District from an outside source. Director Lewis confirmed that use of rain barrel water is permissible under state law, provided the resident can demonstrate the source of the water, and that residents may use water purchased and hauled in from outside the District. Discussion included the importance of avoiding misunderstandings if residents use non-District water outdoors. Director Lewis stated that residents choosing to truck in water or rely on rain barrels should notify CRS so that the District has a centralized record of those circumstances. The Board also discussed that CRS should monitor water-use data and notify the Board of unusual or high use so that the District can follow up as appropriate.

Following discussion, Director Oppedahl moved to adopt the Resolution Regarding Drought Conditions and Emergency Water Restrictions for the Willow Brook Metropolitan District for the balance of calendar year 2026. Director Shutler seconded the motion, and the motion carried without objection. Director Lewis directed that the adopted resolution be sent to residents promptly, with the homeowners association communication to follow shortly thereafter.

Director Lewis then announced that the June 19, 2026 regular meeting would be his final meeting on the Board. He stated that he was announcing his intended resignation in advance to allow time to solicit applications from eligible electors who may be interested in appointment to the Board. Director Lewis stated that he anticipated

remaining as President and Director through most of the June meeting, after which the Board could consider his resignation and discuss possible appointment of a replacement director. No formal action was taken on this announcement.

**ADJOURNMENT**

There being no further business to come before the Board, Director Hahn moved to adjourn. Director Shutler seconded, and the motion carried without objection. The meeting adjourned at approximately 3:23 p.m.

Respectfully submitted,

\_\_\_\_\_  
Secretary of the Board  
Willow Brook Metropolitan District

DRAFT

**WILLOW BROOK METROPOLITAN DISTRICT**  
**SUMMIT COUNTY, COLORADO**

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**A RESOLUTION REGARDING DROUGHT CONDITIONS AND EMERGENCY WATER  
RESTRICTIONS FOR THE WILLOW BROOK METROPOLITAN DISTRICT FOR THE  
BALANCE OF CALENDAR YEAR 2026**

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**WHEREAS**, the District operates a domestic water distribution system (“System”) serving homes in the Ruby Ranch community in Summit County, Colorado; and

**WHEREAS**, pursuant to Section 32-1-1001(1)(m), C.R.S., the Board of Directors (“Board”) of the Willow Brook Metropolitan District (“District”) has the authority to adopt rules and regulations not in conflict with the Constitution of the State of Colorado and laws of the State of Colorado to carry on the business, objects, and affairs of the District, which includes the authority to regulate the use of water provided by the District to homes in the Ruby Ranch community; and

**WHEREAS**, the State of Colorado, particularly the Upper Colorado River Basin and Summit County, is experiencing significant, extreme drought conditions; and the District must abide by rules, regulations and requirements of the Colorado State Engineer’s office regarding the operation of its domestic water wells and its irrigation water diversions; and

**WHEREAS**, it is in the interest of public health, welfare and safety of the District and the District’s homeowners, residents, and taxpayers that the District maximize water conservation, limit homeowners’ and residents’ use of domestic water to interior health, safety and welfare uses, severely limit or prohibit more consumptive uses such as the filling of swimming pools or hot tubs, and prohibit all other uses including all outdoor watering, exterior washing, or similar outdoor uses.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Willow Brook Metropolitan District, Summit County, Colorado that:

- 1. Declaration of Emergency Conditions.** Under its rules and regulations, the District declares that the present drought conditions justify the declaration of emergency water use regulations and restrictions as set out below. This declaration shall remain in effect until December 31, 2026, or such other date as the Board of Directors may declare.

2. **Specific Restrictions.** The following restrictions are effective immediately:
- a. **No irrigation or outdoor uses.** District water cannot be used for irrigation of landscaping or other outdoor uses (e.g., car washing, outdoor washdowns, etc.) during the emergency period. This rule shall be strictly enforced. The Manager of the District may, after notice, suspend water service to any property until the next Regular or Special meeting of the Board for violations of this provision.
  - b. **Hot Tubs and Swimming Pools can be filled only with water bought outside of and hauled into the District.** Filling of hot tubs or swimming pools with District water is prohibited during the emergency period. Hot tubs or swimming pools within the District may only be filled by the homeowner buying and transporting water from outside the District. This rule shall be strictly enforced. The Manager of the District may, after notice, suspend water service to any property until the next Regular or Special meeting of the Board for violations of this provision.
  - c. **No wasteful use.** District water shall be used only for in-home beneficial purposes and shall not be wasted. Homeowners are strongly encouraged to use District water efficiently, and reduce uses where possible. The Manager of the District may, after notice, issue fines for to any property owner for the waste of District water up to \$1000 for the first violation, and doubling for each violation thereafter.

The Board may change these restrictions upon changes in drought conditions.

3. **Public Health and Safety.** The adoption of and/or re-affirmance of regulations is necessary for and promotes the public health, welfare and safety of the District and its inhabitants. It is reaffirmed that all regulations as set forth are effective as of May 1, 2026, and shall remain in effect until changed by the Board.
4. **Amendment.** The regulations shall remain in effect until further action by the Board of Directors.
5. **Rules and Regulations.** This Resolution shall supersede any contrary provision in the District's Rules and Regulations during the emergency period.

Adopted as of May 1, 2026.

WILLOW BROOK METROPOLITAN DISTRICT

Signed by:  
By: C. Randel Lewis  
3CF17F38CB38481...  
C. Randel Lewis, President

Attest:

Signed by:  
Jim Hahn  
4DCB717EDD4F4F2...  
Jim Hahn, Secretary/Treasurer

**WILLOW BROOK METROPOLITAN DISTRICT  
CASH POSITION  
Year to Date (YTD) as of May 31, 2026  
Adjusted as of June 16, 2026**

| Account Activity Item Description  | InBank          | INVESTMENTS                   |              |                |               |                |                |               |                               | TOTAL ALL ACCOUNTS |
|--|-----------------|-------------------------------|--------------|----------------|---------------|----------------|----------------|---------------|-------------------------------|--------------------|
|  |                 | ColoTrust Plus+               |              |                |               |                |                |               | Colostrust Yield 3.9651% Edge |                    |
|  |                 | Average Monthly Yield 3.8318% |              |                |               |                |                |               |                               |                    |
|  | General         | CTF                           | SRF Loan     | InBank Loan    | Gen Reserve   | Proj Reserve   | Funding Lowe   |               |                               |                    |
| <b>BEGINNING BANK BALANCE</b>  | \$ 32,027       | \$ 15,268                     | \$ 2,819     | \$ 211,445     | \$ 103,475    | \$ 55,708      | \$ 65,751      | \$ 27,547     | \$ 1,647                      | \$ 515,687         |
| YTD credits - Total deposits, wires and transfers                              | 404,448         | 460,008                       | 336          | 29,700         | 31,770        | 153,071        | 31,058         | 325           | 26                            | 1,110,742          |
| YTD debits - Total vouchers, wires and transfers                               | (266,298)       | (277,024)                     | -            | (48,669)       | (107,788)     | (40,000)       | -              | (21,518)      | -                             | (761,297)          |
| YTD bank balance   | 170,177         | 198,252                       | 3,155        | 192,476        | 27,457        | 168,779        | 96,809         | 6,354         | 1,673                         | 865,132            |
| Transfers  | -               | (69,319)                      | -            | 8,354          | 14,456        | 11,729         | 6,938          | 27,842        | -                             | -                  |
| Less outstanding checks  | (13,439)        | -                             | -            | -              | -             | -              | -              | -             | -                             | (13,439)           |
| <b>Book balance at end of period - agrees to page 2 ending fund allocation</b> | <b>156,738</b>  | <b>128,933</b>                | <b>3,155</b> | <b>200,830</b> | <b>41,913</b> | <b>180,508</b> | <b>103,747</b> | <b>34,196</b> | <b>1,673</b>                  | <b>851,693</b>     |
| Less amount restricted for Conservation Trust Funds                            | -               | -                             | (3,155)      | -              | -             | -              | -              | -             | -                             | (3,155)            |
| Less amount restricted for debt service  | (107,788)       | -                             | -            | (200,830)      | (41,913)      | -              | -              | -             | -                             | (350,531)          |
| Less amount assigned for capital projects                                      | -               | (51,028)                      | -            | -              | -             | -              | (103,747)      | -             | (1,673)                       | (156,448)          |
| Less amount assigned for Lowe easement   | -               | -                             | -            | -              | -             | -              | -              | (34,196)      | -                             | (34,196)           |
| Less amount restricted for reserves  | -               | -                             | -            | -              | -             | (180,508)      | -              | -             | -                             | (180,508)          |
| Less amount restricted for TABOR   | (14,700)        | -                             | -            | -              | -             | -              | -              | -             | -                             | (14,700)           |
| <b>UNRESTRICTED/UNALLOCATED BALANCE AT END OF PERIOD</b>                       | <b>34,250</b>   | <b>77,905</b>                 | <b>-</b>     | <b>-</b>       | <b>-</b>      | <b>-</b>       | <b>-</b>       | <b>-</b>      | <b>-</b>                      | <b>112,155</b>     |
| <b>Current period activity</b>   |                 |                               |              |                |               |                |                |               |                               |                    |
| Deposits   | -               | 59,958                        | -            | -              | -             | -              | -              | -             | -                             | 59,958             |
| Restricted   | -               | (28,148)                      | -            | -              | -             | -              | -              | -             | -                             | (28,148)           |
| Current payables   | (19,427)        | -                             | -            | -              | -             | -              | -              | -             | -                             | (19,427)           |
| Auto payments  | (8,919)         | -                             | -            | -              | -             | -              | -              | -             | -                             | (8,919)            |
| <b>Total current period adjustments</b>  | <b>(28,346)</b> | <b>31,810</b>                 | <b>-</b>     | <b>-</b>       | <b>-</b>      | <b>-</b>       | <b>-</b>       | <b>-</b>      | <b>-</b>                      | <b>3,464</b>       |
| <b>CURRENT UNRESTRICTED/UNALLOCATED BALANCE</b>                                | <b>\$ 5,904</b> | <b>\$ 109,715</b>             | <b>\$ -</b>  | <b>\$ -</b>    | <b>\$ -</b>   | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>   | <b>\$ -</b>                   | <b>\$ 115,619</b>  |

**WILLOW BROOK METROPOLITAN DISTRICT  
FUND ALLOCATION OF AVAILABLE BALANCES  
Year to Date (YTD) as of May 31, 2026**

| Account Activity Item Description              | General           | Capital Projects  | Water             | Road Paving       | Stewardship      | Total All Funds   |
|--|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| <b>Beginning fund balances</b>                 | \$ 28,751         | \$ 261,803        | \$ 85,542         | \$ 104,587        | \$ 34,939        | \$ 515,622        |
| <b>YTD DEPOSITS</b>                            |                   |                   |                   |                   |                  |                   |
| Conservation trust fund                        | 198               | -                 | -                 | -                 | -                | 198               |
| Funding Lowe easement                          | -                 | -                 | -                 | -                 | -                | -                 |
| Grants   | -                 | -                 | -                 | -                 | -                | -                 |
| Interest                                       | 1,742             | -                 | -                 | 1,736             | 325              | 3,803             |
| Miscellaneous                                  | 25                | -                 | 121               | -                 | -                | 146               |
| Property taxes                                 | 247,229           | 29,447            | -                 | 44,513            | 88,342           | 409,531           |
| Specific ownership taxes                       | 8,853             | 764               | -                 | 1,099             | -                | 10,716            |
| Snow removal                                   | 8,943             | -                 | -                 | -                 | -                | 8,943             |
| Tap fees                                       | -                 | -                 | 71,050            | -                 | -                | 71,050            |
| Trash service fees                             | 4,967             | -                 | -                 | -                 | -                | 4,967             |
| Water service charges                          | -                 | -                 | 40,302            | -                 | -                | 40,302            |
| <b>Subtotal</b>                                | <b>271,957</b>    | <b>30,211</b>     | <b>111,473</b>    | <b>47,348</b>     | <b>88,667</b>    | <b>549,656</b>    |
| Reserve fees                                   | 34,626            | -                 | 21,014            | -                 | -                | 55,640            |
| Reserve interest                               | 1,130             | 3,293             | 1,186             | -                 | -                | 5,609             |
| Property taxes - SRF loan                      | -                 | 25,723            | -                 | -                 | -                | 25,723            |
| Specific ownership taxes - SRF loan            | -                 | 891               | -                 | -                 | -                | 891               |
| <b>Subtotal</b>                                | <b>35,756</b>     | <b>29,907</b>     | <b>22,200</b>     | <b>-</b>          | <b>-</b>         | <b>87,863</b>     |
| <b>Total deposits</b>                          | <b>307,713</b>    | <b>60,118</b>     | <b>133,673</b>    | <b>47,348</b>     | <b>88,667</b>    | <b>637,519</b>    |
| <b>YTD EXPENDITURES</b>                        |                   |                   |                   |                   |                  |                   |
| General expenditures                           | (143,984)         | (18,434)          | (78,448)          | (2,234)           | (4,410)          | (247,510)         |
| Reserve fund expenditures                      | -                 | (49,956)          | (3,982)           | -                 | -                | (53,938)          |
| <b>Total expenditures and reserves</b>         | <b>(143,984)</b>  | <b>(68,390)</b>   | <b>(82,430)</b>   | <b>(2,234)</b>    | <b>(4,410)</b>   | <b>(301,448)</b>  |
| <b>OTHER FINANCING SOURCES (USES)</b>          |                   |                   |                   |                   |                  |                   |
| Transfer (to) from other funds                 | 85,000            | -                 | -                 | -                 | (85,000)         | -                 |
| <b>Total other financing sources (uses)</b>    | <b>85,000</b>     | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>(85,000)</b>  | <b>-</b>          |
| <b>YTD ending available fund balances</b>      | <b>\$ 277,480</b> | <b>\$ 253,531</b> | <b>\$ 136,785</b> | <b>\$ 149,701</b> | <b>\$ 34,196</b> | <b>\$ 851,693</b> |
| <b>COMPONENTS OF FUND BALANCES</b>             |                   |                   |                   |                   |                  |                   |
| Restricted - General fund reserve              | 180,508           | -                 | -                 | -                 | -                | 180,508           |
| Restricted - SRF loan                          | -                 | 200,830           | -                 | -                 | -                | 200,830           |
| Restricted - Project fund reserve              | -                 | -                 | 103,747           | -                 | -                | 103,747           |
| Restricted - InBank loan for road improvements | -                 | -                 | -                 | 149,701           | -                | 149,701           |
| Restricted - Well #3                           | -                 | 52,701            | -                 | -                 | -                | 52,701            |
| Restricted - CTF                               | 3,155             | -                 | -                 | -                 | -                | 3,155             |
| Restricted - Lowe Easement                     | -                 | -                 | -                 | -                 | 34,196           | 34,196            |
| Restricted - TABOR emergency reserve           | 14,700            | -                 | -                 | -                 | -                | 14,700            |
| Unassigned                                     | 79,117            | -                 | 33,038            | -                 | -                | 112,155           |
| <b>YTD ending fund balances</b>                | <b>\$ 277,480</b> | <b>\$ 253,531</b> | <b>\$ 136,785</b> | <b>\$ 149,701</b> | <b>\$ 34,196</b> | <b>\$ 851,693</b> |

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| Accounts Receivable Reconciliation | Project reserve | Trash removal   | Water           | Snow            | Miscellaneous  | Totals           |
|------------------------------------|-----------------|-----------------|-----------------|-----------------|----------------|------------------|
| Aging as of 3/31/26                | \$ 4,569        | \$ 636          | \$ 9,629        | \$ 4,149        | -              | \$ 18,983        |
| Billing 4/1/26-5/31/26             | 8,400           | 1,980           | 14,419          | -               | -              | 24,799           |
| Cash receipts 3/1/26-4/30/26       | (8,253)         | (1,523)         | (15,291)        | (2,986)         | (33)           | (28,086)         |
| <b>Aging as of 5/31/26</b>         | <b>\$ 4,716</b> | <b>\$ 1,093</b> | <b>\$ 8,757</b> | <b>\$ 1,163</b> | <b>\$ (33)</b> | <b>\$ 15,696</b> |

**WILLOW BROOK METROPOLITAN DISTRICT**  
**GENERAL FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**Budget vs Actual**  
**For the Five Months Ended May 31, 2026**  
**With Comparative Amounts for the Year Ended December 31, 2025**  
**Unaudited**

|   | 2025<br>Actual<br>Cash Basis | 2026<br>Budget<br>Modified Accrual | YTD<br>Actual<br>Cash Basis | YTD<br>Variance<br>Over (Under) | Percent of<br>Budget<br>YTD 42% |
|---|------------------------------|------------------------------------|-----------------------------|---------------------------------|---------------------------------|
| <b>REVENUES</b>                                     |                              |                                    |                             |                                 |                                 |
| Conservation trust fund                             | \$ 585                       | \$ 500                             | \$ 198                      | \$ (302)                        | 40%                             |
| Interest  | 8,675                        | 6,000                              | 1,742                       | (4,258)                         | 29%                             |
| Miscellaneous                                       | 86                           | -                                  | 25                          | 25                              | -                               |
| Property taxes and abatements                       | 397,374                      | 414,894                            | 247,229                     | (167,665)                       | 60%                             |
| Specific ownership taxes                            | 18,442                       | 31,200                             | 8,853                       | (22,347)                        | 28%                             |
| Snow removal  | 13,745                       | 24,000                             | 8,943                       | (15,057)                        | 37%                             |
| Trash service fees                                  | 11,949                       | 25,000                             | 4,967                       | (20,033)                        | 20%                             |
| <b>Total revenues</b>                               | <b>450,856</b>               | <b>501,594</b>                     | <b>271,957</b>              | <b>(229,637)</b>                | <b>54%</b>                      |
| <b>EXPENDITURES</b>                                 |                              |                                    |                             |                                 |                                 |
| <b>Administrative</b>                               |                              |                                    |                             |                                 |                                 |
| Audit   | 17,340                       | 3,000                              | 3,248                       | 248                             | 108%                            |
| County treasurer fees                               | 22,442                       | 31,200                             | 13,946                      | (17,254)                        | 45%                             |
| District management and accounting                  | 93,288                       | 85,000                             | 37,019                      | (47,981)                        | 44%                             |
| Election  | 16,308                       | -                                  | -                           | -                               | -                               |
| GIS   | -                            | 3,500                              | 3,513                       | 13                              | 100%                            |
| Insurance and SDA dues                              | 22,450                       | 20,000                             | 752                         | (19,248)                        | 4%                              |
| Legal   | 16,488                       | 20,000                             | 10,187                      | (9,813)                         | 51%                             |
| Miscellaneous                                       | 4,263                        | 2,000                              | 2,875                       | 875                             | 144%                            |
| Trash removal                                       | 30,117                       | 25,000                             | 7,023                       | (17,977)                        | 28%                             |
| Utilities   | 13,204                       | 18,000                             | 6,448                       | (11,552)                        | 36%                             |
| Website and ADA compliance                          | -                            | 1,800                              | 1,188                       | (612)                           | 66%                             |
| Weeds   | 13,780                       | 14,000                             | -                           | (14,000)                        | 0%                              |
| Emergency reserve contribution (3%)                 | -                            | 14,700                             | -                           | (14,700)                        | 0%                              |
| <b>Operations and maintenance</b>                   |                              |                                    |                             |                                 |                                 |
| Gate  | 500                          | 1,200                              | 371                         | (829)                           | 31%                             |
| General maintenance                                 | 376                          | 5,000                              | 1,188                       | (3,812)                         | 24%                             |
| <b>Ranch manager</b>                                |                              |                                    |                             |                                 |                                 |
| Salary  | 72,237                       | 71,749                             | 23,117                      | (48,632)                        | 32%                             |
| Payroll taxes                                       | 8,680                        | 5,887                              | 1,954                       | (3,933)                         | 33%                             |
| Benefits (including bonus, less employee reim)      | 17,975                       | 21,066                             | 9,622                       | (11,444)                        | 46%                             |
| Back-up support                                     | 675                          | 3,883                              | -                           | (3,883)                         | 0%                              |
| Transition salary and expenses                      | -                            | 31,334                             | 5,503                       | (25,831)                        | 18%                             |
| <b>Irrigation</b>                                   |                              |                                    |                             |                                 |                                 |
| Irrigation/meadow management                        | -                            | 10,000                             | -                           | (10,000)                        | 0%                              |
| <b>Hay meadows and fencing</b>                      |                              |                                    |                             |                                 |                                 |
| Hay equipment                                       | 1,260                        | 15,000                             | -                           | (15,000)                        | 0%                              |
| Meadow fencing and repairs                          | -                            | -                                  | 49                          | 49                              | -                               |
| <b>Roads</b>  |                              |                                    |                             |                                 |                                 |
| Culverts  | -                            | 15,000                             | 1,922                       | (13,078)                        | 13%                             |
| Equipment - Kubota Excavator                        | -                            | 28,000                             | 2,295                       | (25,705)                        | 8%                              |
| Groomer   | 4,318                        | 4,318                              | 4,318                       | -                               | 100%                            |
| Road Improvements                                   | -                            | 10,000                             | -                           | (10,000)                        | 0%                              |
| Snow plowing salt and sand                          | -                            | 1,500                              | -                           | (1,500)                         | 0%                              |
| Truck (including fuel)                              | 16,642                       | 30,000                             | 6,750                       | (23,250)                        | 23%                             |
| <b>Stable - equestrian center</b>                   |                              |                                    |                             |                                 |                                 |
| Consulting fees                                     | -                            | 10,000                             | -                           | (10,000)                        | 0%                              |
| Stable maintenance and security                     | 2,290                        | -                                  | 696                         | 696                             | -                               |
| <b>Total expenditures</b>                           | <b>374,633</b>               | <b>502,137</b>                     | <b>143,984</b>              | <b>(358,153)</b>                | <b>29%</b>                      |
| <b>EXCESS OF EXPENDITURES OVER (UNDER) REVENUES</b> | <b>76,223</b>                | <b>(543)</b>                       | <b>127,973</b>              | <b>128,516</b>                  | <b>-23568%</b>                  |
| <b>OTHER FINANCING SOURCES (USES)</b>               |                              |                                    |                             |                                 |                                 |
| Transfer to capital projects fund                   | -                            | (27,500)                           | -                           | 27,500                          | -                               |
| Transfer to water operations fund                   | (12,300)                     | -                                  | -                           | -                               | -                               |
| <b>Total other financing sources (uses)</b>         | <b>(12,300)</b>              | <b>(27,500)</b>                    | <b>-</b>                    | <b>27,500</b>                   | <b>0%</b>                       |
| <b>NET CHANGE (WITHOUT RESERVE)</b>                 | <b>63,923</b>                | <b>(28,043)</b>                    | <b>127,973</b>              | <b>156,016</b>                  | <b>-456%</b>                    |
| <b>BEGINNING FUND BALANCE (WITHOUT RESERVE)</b>     | <b>(94,924)</b>              | <b>85,426</b>                      | <b>(31,001)</b>             | <b>(116,427)</b>                | <b>-36%</b>                     |
| <b>ENDING FUND BALANCE (WITHOUT RESERVE)</b>        | <b>(31,001)</b>              | <b>57,383</b>                      | <b>96,972</b>               | <b>39,589</b>                   | <b>169%</b>                     |
| <b>GENERAL FUND RESERVE</b>                         |                              |                                    |                             |                                 |                                 |
| Property taxes for general fund reserve fees        | 53,266                       | 58,108                             | 34,626                      | (23,482)                        | 60%                             |
| General fund reserve interest                       | 1,498                        | 3,000                              | 1,130                       | (1,870)                         | 38%                             |
| Transfer from stewardship fund                      | -                            | 85,000                             | 85,000                      | -                               | -                               |
| <b>Total general fund reserve</b>                   | <b>54,764</b>                | <b>146,108</b>                     | <b>120,756</b>              | <b>(25,352)</b>                 | <b>83%</b>                      |
| <b>BEGINNING GENERAL FUND RESERVE BALANCE</b>       | <b>4,988</b>                 | <b>61,718</b>                      | <b>59,752</b>               | <b>(1,966)</b>                  | <b>97%</b>                      |
| <b>ENDING GENERAL FUND RESERVE BALANCE</b>          | <b>59,752</b>                | <b>207,826</b>                     | <b>180,508</b>              | <b>(27,318)</b>                 | <b>87%</b>                      |
| <b>NET CHANGE IN FUND BALANCE</b>                   | <b>118,687</b>               | <b>118,065</b>                     | <b>248,729</b>              | <b>130,664</b>                  | <b>211%</b>                     |
| <b>BEGINNING FUND BALANCE</b>                       | <b>(89,936)</b>              | <b>147,144</b>                     | <b>28,751</b>               | <b>(118,393)</b>                | <b>20%</b>                      |
| <b>ENDING FUND BALANCE</b>                          | <b>\$ 28,751</b>             | <b>\$ 265,209</b>                  | <b>\$ 277,480</b>           | <b>\$ 12,271</b>                | <b>105%</b>                     |

**WILLOW BROOK METROPOLITAN DISTRICT**  
**CAPITAL PROJECTS FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**Budget vs Actual**  
**For the Five Months Ended May 31, 2026**  
**With Comparative Amounts for the Year Ended December 31, 2025**  
**Unaudited**

|  | 2025<br>Actual<br>Cash Basis | 2026<br>Budget<br>Modified Accrual | YTD<br>Actual<br>Cash Basis | YTD<br>Variance<br>Over (Under) | Percent<br>of Budget<br>YTD 42% |
|--|------------------------------|------------------------------------|-----------------------------|---------------------------------|---------------------------------|
| <b>REVENUES</b>                                  |                              |                                    |                             |                                 |                                 |
| Property taxes - Well #3                         | -                            | 49,973                             | 29,447                      | (20,526)                        | 59%                             |
| Specific ownership taxes                         | 50,165                       | 2,500                              | 764                         | (1,736)                         | 31%                             |
| Interest   | 2,177                        | -                                  | -                           | -                               | -                               |
| Grant  | 163                          | -                                  | -                           | -                               | -                               |
| <b>Total revenues</b>                            | <u>52,505</u>                | <u>52,473</u>                      | <u>30,211</u>               | <u>(22,262)</u>                 | <u>58%</u>                      |
| <b>EXPENDITURES</b>                              |                              |                                    |                             |                                 |                                 |
| County treasurer fees                            | 2,486                        | 2,499                              | 1,470                       | (1,029)                         | 59%                             |
| InBank loan fuel reduction principal             | 50,000                       | -                                  | -                           | -                               | 0%                              |
| InBank loan fuel reduction interest              | 2,564                        | -                                  | -                           | -                               | 0%                              |
| Well #3  | 62,475                       | 100,000                            | 16,964                      | (83,036)                        | 17%                             |
| <b>Total expenditures</b>                        | <u>117,525</u>               | <u>102,499</u>                     | <u>18,434</u>               | <u>(84,065)</u>                 | <u>18%</u>                      |
| <b>EXCESS OF REVENUES OVER EXPENDITURES</b>      | <u>(65,020)</u>              | <u>(50,026)</u>                    | <u>11,777</u>               | <u>61,803</u>                   | <u>-24%</u>                     |
| <b>OTHER FINANCING SOURCES</b>                   |                              |                                    |                             |                                 |                                 |
| Transfer from general fund                       | -                            | 27,500                             | -                           | (27,500)                        | -                               |
| <b>Total other financing sources</b>             | <u>-</u>                     | <u>27,500</u>                      | <u>-</u>                    | <u>(27,500)</u>                 | <u>-</u>                        |
| <b>NET CHANGE (WITHOUT PROJECTS)</b>             | <u>(65,020)</u>              | <u>(22,526)</u>                    | <u>11,777</u>               | <u>34,303</u>                   | <u>-52%</u>                     |
| <b>BEGINNING FUND BALANCE (WITHOUT PROJECTS)</b> | <u>105,944</u>               | <u>22,707</u>                      | <u>40,924</u>               | <u>18,217</u>                   | <u>180%</u>                     |
| <b>ENDING FUND BALANCE (WITHOUT PROJECTS)</b>    | <u>40,924</u>                | <u>181</u>                         | <u>52,701</u>               | <u>52,520</u>                   | <u>29117%</u>                   |
| <b>SRF Loan - Projects</b>                       |                              |                                    |                             |                                 |                                 |
| Property taxes - SRF loan                        | 101,767                      | 43,651                             | 25,723                      | (17,928)                        | 59%                             |
| Specific ownership taxes - SRF loan              | 4,272                        | 2,183                              | 891                         | (1,292)                         | 41%                             |
| Interest - SRF loan                              | 9,617                        | 8,000                              | 3,293                       | (4,707)                         | 41%                             |
| County treasurer fees                            | (5,061)                      | (2,183)                            | (1,287)                     | 896                             | 59%                             |
| SRF loan principal                               | (67,475)                     | (69,172)                           | (34,371)                    | 34,801                          | 50%                             |
| SRF loan interest                                | (29,865)                     | (28,167)                           | (14,298)                    | 13,869                          | 51%                             |
| <b>Ending SRF loan - Projects</b>                | <u>13,255</u>                | <u>(45,688)</u>                    | <u>(20,049)</u>             | <u>25,639</u>                   | <u>44%</u>                      |
| <b>BEGINNING FUND BALANCE - PROJECTS</b>         | <u>207,624</u>               | <u>246,227</u>                     | <u>220,879</u>              | <u>(25,348)</u>                 | <u>90%</u>                      |
| <b>ENDING FUND BALANCE - PROJECTS</b>            | <u>220,879</u>               | <u>200,539</u>                     | <u>200,830</u>              | <u>291</u>                      | <u>100%</u>                     |
| <b>NET CHANGE IN FUND BALANCE</b>                | <u>(51,765)</u>              | <u>(68,214)</u>                    | <u>(8,272)</u>              | <u>59,942</u>                   | <u>12%</u>                      |
| <b>BEGINNING FUND BALANCE</b>                    | <u>313,568</u>               | <u>268,934</u>                     | <u>261,803</u>              | <u>(7,131)</u>                  | <u>97%</u>                      |
| <b>ENDING FUND BALANCE</b>                       | <u>\$ 261,803</u>            | <u>\$ 200,720</u>                  | <u>\$ 253,531</u>           | <u>\$ 52,811</u>                | <u>126%</u>                     |

**WILLOW BROOK METROPOLITAN DISTRICT**  
**WATER UTILITY FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**Budget vs Actual**  
**For the Five Months Ended May 31, 2026**  
**With Comparative Amounts for the Year Ended December 31, 2025**  
**Unaudited**

|   | 2025<br>Actual<br>Cash Basis | 2026<br>Budget<br>Modified Accrual | YTD<br>Actual<br>Cash Basis | YTD<br>Variance<br>Over (Under) | Percent<br>of Budget<br>YTD 42% |
|---|------------------------------|------------------------------------|-----------------------------|---------------------------------|---------------------------------|
| <b>REVENUES</b>                                     |                              |                                    |                             |                                 |                                 |
| Water service charges                               | \$ 67,888                    | \$ 183,000                         | \$ 40,302                   | \$ (142,698)                    | 22%                             |
| Matching grant - meters                             | 6,500                        | -                                  | -                           | -                               | -                               |
| Miscellaneous                                       | 180                          | -                                  | 121                         | 121                             | -                               |
| Tap Fees  | -                            | -                                  | 71,050                      | 71,050                          | -                               |
| <b>Total revenues</b>                               | <b>74,568</b>                | <b>183,000</b>                     | <b>111,473</b>              | <b>(71,527)</b>                 | <b>61%</b>                      |
| <b>EXPENDITURES</b>                                 |                              |                                    |                             |                                 |                                 |
| Maintenance contract                                | 28,415                       | 35,000                             | 15,840                      | (19,160)                        | 45%                             |
| Ranch manager salary/benefits                       | 28,465                       | 38,545                             | 13,548                      | (24,997)                        | 35%                             |
| New meter installation                              | 589                          | -                                  | -                           | -                               | -                               |
| Annual fire hydrant maintenance                     | -                            | 720                                | -                           | (720)                           | 0%                              |
| Repairs and maintenance                             | 22,342                       | 25,000                             | 38,398                      | 13,398                          | 154%                            |
| Tap agreement expense                               | -                            | -                                  | 9,476                       | 9,476                           | 0%                              |
| Utilities - Town of Silverthorne                    | 109                          | 205                                | (64)                        | (269)                           | -31%                            |
| Utility billing                                     | 2,500                        | 3,000                              | 1,250                       | (1,750)                         | 42%                             |
| Water testing                                       | 4,445                        | 7,000                              | -                           | (7,000)                         | 0%                              |
| <b>Total expenditures</b>                           | <b>86,865</b>                | <b>109,470</b>                     | <b>78,448</b>               | <b>(31,022)</b>                 | <b>72%</b>                      |
| <b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b> | <b>(12,297)</b>              | <b>73,530</b>                      | <b>33,025</b>               | <b>(40,505)</b>                 | <b>45%</b>                      |
| <b>OTHER FINANCING SOURCES (USES)</b>               |                              |                                    |                             |                                 |                                 |
| Transfer from general fund                          | 12,300                       | -                                  | -                           | -                               | -                               |
| <b>Total other financing sources (uses)</b>         | <b>12,300</b>                | <b>-</b>                           | <b>-</b>                    | <b>-</b>                        | <b>0%</b>                       |
| <b>NET CHANGE (WITHOUT RESERVE)</b>                 | <b>3</b>                     | <b>73,530</b>                      | <b>33,025</b>               | <b>(40,505)</b>                 | <b>45%</b>                      |
| <b>BEGINNING FUND BALANCE (WITHOUT RESERVE)</b>     | <b>10</b>                    | <b>444</b>                         | <b>13</b>                   | <b>(431)</b>                    | <b>3%</b>                       |
| <b>ENDING FUND BALANCE (WITHOUT RESERVE)</b>        | <b>13</b>                    | <b>73,974</b>                      | <b>33,038</b>               | <b>(40,936)</b>                 | <b>45%</b>                      |
| <b>PROJECT FUND RESERVE</b>                         |                              |                                    |                             |                                 |                                 |
| Project reserve fee (\$75/month)                    | 47,980                       | 49,500                             | 21,014                      | (28,486)                        | 42%                             |
| Project reserve interest                            | 1,434                        | 500                                | 1,186                       | 686                             | -                               |
| GWUDI assessment (Well No 1-R)                      | (1,001)                      | -                                  | (3,982)                     | (3,982)                         | -                               |
| <b>Total project fund reserve</b>                   | <b>48,413</b>                | <b>50,000</b>                      | <b>18,218</b>               | <b>(31,782)</b>                 | <b>36%</b>                      |
| <b>BEGINNING PROJECT FUND RESERVE BALANCE</b>       | <b>37,116</b>                | <b>67,077</b>                      | <b>85,529</b>               | <b>18,452</b>                   | <b>128%</b>                     |
| <b>ENDING PROJECT FUND RESERVE BALANCE</b>          | <b>85,529</b>                | <b>117,077</b>                     | <b>103,747</b>              | <b>(13,330)</b>                 | <b>89%</b>                      |
| <b>NET CHANGE IN FUND BALANCE</b>                   | <b>48,416</b>                | <b>123,530</b>                     | <b>51,243</b>               | <b>(72,287)</b>                 | <b>41%</b>                      |
| <b>BEGINNING FUND BALANCE</b>                       | <b>37,126</b>                | <b>67,521</b>                      | <b>85,542</b>               | <b>18,021</b>                   | <b>127%</b>                     |
| <b>ENDING FUND BALANCE</b>                          | <b>\$ 85,542</b>             | <b>\$ 191,051</b>                  | <b>\$ 136,785</b>           | <b>\$ (54,266)</b>              | <b>72%</b>                      |

**WILLOW BROOK METROPOLITAN DISTRICT**  
**ROAD PAVING FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**Budget vs Actual**  
**For the Five Months Ended May 31, 2026**  
**With Comparative Amounts for the Year Ended December 31, 2025**  
**Unaudited**

|                                   | <b>2025<br/>Actual<br/>Cash Basis</b> | <b>2026<br/>Budget<br/>Modified Accrual</b> | <b>YTD<br/>Actual<br/>Cash Basis</b> | <b>YTD<br/>Variance<br/>Over (Under)</b> | <b>Percent<br/>of Budget<br/>YTD 42%</b> |
|-----------------------------------|---------------------------------------|---|--------------------------------------|--|--|
| <b>REVENUES</b>                   |                                       |   |                                      |  |  |
| Property taxes - road paving      | \$ 58,178                             | \$ 75,541                                   | \$ 44,513                            | \$ (31,028)                              | 59%                                      |
| Specific ownership taxes          | 2,666                                 | 3,800                                       | 1,099                                | (2,701)                                  | 29%                                      |
| Interest                          | 5,234                                 | 2,500                                       | 1,736                                | (764)                                    | 69%                                      |
| <b>Total revenues</b>             | <u>66,078</u>                         | <u>81,841</u>                               | <u>47,348</u>                        | <u>(34,493)</u>                          | <u>58%</u>                               |
| <b>EXPENDITURES</b>               |                                       |   |                                      |  |  |
| County treasurer fees             | 2,984                                 | 3,800                                       | 2,234                                | (1,566)                                  | 59%                                      |
| InBank loan payment principal     | 55,000                                | 55,000                                      | -                                    | (55,000)                                 | 0%                                       |
| InBank loan payment interest      | 15,306                                | 8,800                                       | -                                    | (8,800)                                  | 0%                                       |
| <b>Total expenditures</b>         | <u>73,290</u>                         | <u>67,600</u>                               | <u>2,234</u>                         | <u>(65,366)</u>                          | <u>3%</u>                                |
| <b>NET CHANGE IN FUND BALANCE</b> | (7,212)                               | 14,241                                      | 45,114                               | 30,873                                   | 317%                                     |
| <b>BEGINNING FUND BALANCE</b>     | <u>111,799</u>                        | <u>51,397</u>                               | <u>104,587</u>                       | <u>53,190</u>                            | <u>203%</u>                              |
| <b>ENDING FUND BALANCE</b>        | <u><u>\$ 104,587</u></u>              | <u><u>\$ 65,638</u></u>                     | <u><u>\$ 149,701</u></u>             | <u><u>\$ 84,063</u></u>                  | <u><u>228%</u></u>                       |

**WILLOW BROOK METROPOLITAN DISTRICT**  
**STEWARDSHIP FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE**  
**Budget vs Actual**  
**For the Five Months Ended May 31, 2026**  
**With Comparative Amounts for the Year Ended December 31, 2025**  
**Unaudited**

|   | <b>2025<br/>Actual<br/>Cash Basis</b> | <b>2026<br/>Budget<br/>Modified Accrual</b> | <b>YTD<br/>Actual<br/>Cash Basis</b> | <b>YTD<br/>Variance<br/>Over (Under)</b> | <b>Percent<br/>of Budget<br/>YTD 42%</b> |
|---|---------------------------------------|---|--------------------------------------|--|--|
| <b>REVENUES</b>                             |                                       |   |                                      |  |  |
| Property taxes - stewardship                | \$ -                                  | \$ 149,920                                  | \$ 88,342                            | \$ (61,578)                              | 59%                                      |
| Contributions                               | 47,500                                | -   | -                                    | -  | -  |
| Interest                                    | -                                     | 500   | 325                                  | (175)                                    | -  |
| <b>Total revenues</b>                       | <b>47,500</b>                         | <b>150,420</b>                              | <b>88,667</b>                        | <b>(61,753)</b>                          | <b>59%</b>                               |
| <b>EXPENDITURES</b>                         |                                       |   |                                      |  |  |
| County treasurer fees                       | -                                     | -   | 4,410                                | 4,410                                    | 0%                                       |
| Consulting                                  | -                                     | 50,000                                      | -                                    | (50,000)                                 | 0%                                       |
| Legal                                       | 12,561                                | 15,000                                      | -                                    | (15,000)                                 | 0%                                       |
| <b>Total expenditures</b>                   | <b>12,561</b>                         | <b>65,000</b>                               | <b>4,410</b>                         | <b>(60,590)</b>                          | <b>7%</b>                                |
| <b>EXCESS OF REVENUES OVER EXPENDITURES</b> | <b>34,939</b>                         | <b>85,420</b>                               | <b>84,257</b>                        | <b>(1,163)</b>                           | <b>99%</b>                               |
| <b>OTHER FINANCING USES</b>                 |                                       |   |                                      |  |  |
| Transfer to general fund reserve            | -                                     | (85,000)                                    | (85,000)                             | -  | -  |
| <b>Total other financing uses</b>           | <b>-</b>                              | <b>(85,000)</b>                             | <b>(85,000)</b>                      | <b>-</b>                                 | <b>1.00</b>                              |
| <b>NET CHANGE IN FUND BALANCE</b>           | <b>34,939</b>                         | <b>420</b>                                  | <b>(743)</b>                         | <b>(1,163)</b>                           | <b>-177%</b>                             |
| <b>BEGINNING FUND BALANCE</b>               | <b>-</b>                              | <b>27,500</b>                               | <b>34,939</b>                        | <b>7,439</b>                             | <b>127%</b>                              |
| <b>ENDING FUND BALANCE</b>                  | <b>\$ 34,939</b>                      | <b>\$ 27,920</b>                            | <b>\$ 34,196</b>                     | <b>\$ 6,276</b>                          | <b>122%</b>                              |

**Payables Invoices**  
**Willow Brook Metropolitan District**  
**June 2026**

| Current Payables |                 |  |                                    |             |                           |
|------------------|-----------------|--|------------------------------------|-------------|---------------------------|
| Invoice #        | Date of Service | Vendor   | Description                        | Itemized    | Amount Due                |
| 31433            | 3/2/2026        | Alpine Civil Construction / Mountain Peak Controls | Repairs and Maintenance            |             | \$ 720.00                 |
| 05.31.26         | 5/31/2026       | CRS of Colorado                                    | District Management and Accounting | \$ 5,074.20 |                           |
|                  |                 |  | Water Billing                      | \$ 250.00   |                           |
|                  |                 |  |                                    |             | \$ 5,324.20               |
| 6841             | 6/1/2026        | Jonathan Rovick                                    | Road Improvements                  |             | \$ 4,294.91               |
| 30420            | 5/31/2026       | JVA, Inc   | GWUDI Assessment                   |             | \$ 312.00                 |
| 1629747          | 6/2/2026        | Kilgore Companies                                  | Road Improvements                  |             | \$ 2,262.60               |
| 273442           | 5/31/2026       | ORC Water Professionals                            | Maintenance Contract               | \$ 2,640.00 |                           |
|                  |                 |  | Repairs and Maintenance            | \$ 3,656.22 |                           |
|                  |                 |  |                                    |             | \$ 6,296.22               |
| 48854            | 5/31/2026       | WBA  | Legal                              |             | \$ 217.49                 |
|                  |                 |  |                                    |             |                           |
|                  |                 |  |                                    |             | <b>Total \$ 19,427.42</b> |

| Electronic payments including ACH payments and Wire transfers |                 |                                     |                         |           |                          |
|---|-----------------|-------------------------------------|-------------------------|-----------|--------------------------|
| Invoice #   | Date of Service | Vendor                              | Description             | Itemized  | Amount Due               |
| 265124937357 06.26  | 6/6/2026        | AT&T                                | Wireless                |           | \$ 158.91                |
| INV 0083299   | 5/27/2026       | CEBT Payment                        | Benefits                |           | \$ 3,920.20              |
| 06.05.26  | 6/5/2026        | Central Tax-Exempt Investments, LLC | Excavator Principal     | \$ 890.66 |                          |
|   |                 |                                     | Excavator Interest      | \$ 256.63 |                          |
|   |                 |                                     |                         |           | \$ 1,147.29              |
| 0854225 06.26   | 5/25/2026       | Comcast                             | Utilities               |           | \$ 203.98                |
| 5580554344  | 5/31/2026       | Google                              | Miscellaneous           |           | \$ 204.74                |
| 05.31.26 STMT   | 5/31/2026       | InBank Credit Card                  | Truck                   | \$ 920.62 |                          |
|   |                 |                                     | Gate                    | \$ 24.99  |                          |
|   |                 |                                     | Office                  | \$ 22.99  |                          |
|   |                 |                                     | Repairs and Maintenance | \$ 255.69 |                          |
|   |                 |                                     |                         |           | \$ 1,224.29              |
| 1599.01 05.26   | 5/31/2026       | Town of Silverthorne                | Utilities               |           | \$ 12.72                 |
| 0742206-1190-4  | 5/29/2026       | Waste Management                    | Trash Removal           |           | \$ 1,442.99              |
| 979829657   | 5/28/2026       | Xcel                                | Utilities               | \$ 17.90  |                          |
| 980647862   | 6/4/2026        | Xcel                                | Utilities               | \$ 585.83 |                          |
|   |                 |                                     |                         |           | \$ 603.73                |
|   |                 |                                     |                         |           |                          |
|   |                 |                                     |                         |           | <b>Total \$ 8,918.85</b> |

**GRAND TOTAL \$ 28,346.27**

APPROVAL

| NAME   | SIGNATURE | DATE |
|--|-----------|------|
| Vice-President<br>E. J. Olbright<br><a href="mailto:ejo@wbmetro.org">ejo@wbmetro.org</a>         |           |      |
| President<br>Randy Lewis<br><a href="mailto:randy_lewis@wbmetro.org">randy_lewis@wbmetro.org</a> |           |      |

| <b>Original Debt @ 4.0%</b> |            |           |            |                   |
|-----------------------------|------------|-----------|------------|-------------------|
|                             | Interest @ | Principal | Balance    | Annual Payment    |
|                             | 4.00%      |           |            |                   |
| 12/1/2026                   |            |           | 220,000.00 |                   |
| 6/1/2026                    | 4,400.00   |           | 220,000.00 |                   |
| 12/1/2026                   | 4,400.00   | 55,000.00 | 165,000.00 | 63,800.00         |
| 6/1/2027                    | 3,300.00   |           | 165,000.00 |                   |
| 12/1/2027                   | 3,300.00   | 55,000.00 | 110,000.00 | 61,600.00         |
| 6/1/2028                    | 2,200.00   |           | 110,000.00 |                   |
| 12/1/2028                   | 2,200.00   | 55,000.00 | 55,000.00  | 59,400.00         |
| 6/1/2029                    | 1,100.00   |           | 55,000.00  |                   |
| 12/1/2029                   | 1,100.00   | 55,000.00 | -          | 57,200.00         |
| <b>Total</b>                |            |           |            | <b>242,000.00</b> |

| <b>Revised Debt</b> |            |           |            |                   |
|---------------------|------------|-----------|------------|-------------------|
|                     | Interest @ | Principal | Balance    | Annual Payment    |
|                     | 7.08%      |           |            |                   |
| 12/1/2026           |            |           | 220,000.00 |                   |
| 6/1/2026            | 7,788.00   |           | 220,000.00 |                   |
| 12/1/2026           | 7,788.00   | 55,000.00 | 165,000.00 | 70,576.00         |
| 6/1/2027            | 5,841.00   |           | 165,000.00 |                   |
| 12/1/2027           | 5,841.00   | 55,000.00 | 110,000.00 | 66,682.00         |
| 6/1/2028            | 3,894.00   |           | 110,000.00 |                   |
| 12/1/2028           | 3,894.00   | 55,000.00 | 55,000.00  | 62,788.00         |
| 6/1/2029            | 1,947.00   |           | 55,000.00  |                   |
| 12/1/2029           | 1,947.00   | 55,000.00 | -          | 58,894.00         |
| <b>Total</b>        |            |           |            | <b>258,940.00</b> |

| <b>Prepay Bonds</b> |            |            |            |                   |
|---------------------|------------|------------|------------|-------------------|
|                     | Interest @ | Principal  | Balance    | Annual Payment    |
|                     | 7.08%      |            |            |                   |
| 12/1/2026           |            |            | 220,000.00 |                   |
| 6/1/2026            | 7,788.00   | 100,000.00 | 120,000.00 |                   |
| 12/1/2026           | 4,248.00   | 55,000.00  | 65,000.00  | 167,036.00        |
| 6/1/2027            | 2,301.00   |            | 65,000.00  |                   |
| 12/1/2027           | 2,301.00   | 55,000.00  | 10,000.00  | 59,602.00         |
| 6/1/2028            | 354.00     |            | 10,000.00  |                   |
| 12/1/2028           | 354.00     | 10,000.00  | -          | 10,708.00         |
| 6/1/2029            | -          |            | -          |                   |
| 12/1/2029           | -          | -          | -          | -                 |
| <b>Total</b>        |            |            |            | <b>237,346.00</b> |

| <b>Prepay &amp; Reamortize</b> |            |            |            |                   |
|--------------------------------|------------|------------|------------|-------------------|
|                                | Interest @ | Principal  | Balance    | Annual Payment    |
|                                | 7.08%      |            |            |                   |
| 12/1/2026                      |            |            | 220,000.00 |                   |
| 6/1/2026                       | 7,788.00   | 100,000.00 | 120,000.00 |                   |
| 12/1/2026                      | 4,248.00   | 55,000.00  | 65,000.00  | 167,036.00        |
| 6/1/2027                       | 2,301.00   |            | 65,000.00  |                   |
| 12/1/2027                      | 2,301.00   | 40,000.00  | 25,000.00  | 44,602.00         |
| 6/1/2028                       | 885.00     |            | 25,000.00  |                   |
| 12/1/2028                      | 885.00     | 25,000.00  | -          | 26,770.00         |
| 6/1/2029                       | -          |            | -          |                   |
| 12/1/2029                      | -          | -          | -          | -                 |
| <b>Total</b>                   |            |            |            | <b>238,408.00</b> |



www.jvajva.com

**Boulder**

1319 Spruce Street  
Boulder, CO 80302  
303.444.1951

**Fort Collins**

213 Linden Street  
Suite 200  
Fort Collins, CO 80524  
970.225.9099

**Winter Park**

PO Box 1860  
47 Cooper Creek Way  
Suite 328  
Winter Park, CO 80482  
970.722.7677

**Glenwood Springs**

817 Colorado Avenue  
Suite 301  
Glenwood Springs, CO  
81601  
970.404.3100

**Denver**

1675 Larimer Street  
#550  
Denver, CO 80202  
303.444.1951

# M E M O

|          |   |          |                                      |
|----------|---|----------|--------------------------------------|
| TO:      | <u>EJ Olbright</u>                        | DATE:    | <u>June 15, 2026</u>                 |
| FIRM:    | <u>Willow Brook Metropolitan District</u> | JOB NO.: | <u>252233.ENV</u>                    |
| ADDRESS: | <u>524 Ruby Road</u>                      | PROJECT: | <u>WBMD Well 3R GWUDI Evaluation</u> |
|          | <u>Silverthorne, CO 80498</u>             | SUBJECT: | <u>Technical Memo</u>                |

Dear EJ,

The Willow Brook Metropolitan District (District) contracted JVA to perform an evaluation of a new source water well that was drilled and completed in October 2025. The District intends to develop this well, designated Well 3R, as a drinking water source and incorporate it into their Public Water System (PWSID: CO0259020). In accordance with Colorado Department of Public Health and Environment (CDPHE) Safe Drinking Water Program Policy Number DW-003 (DW-003), Well 3R must be evaluated to determine if it is a groundwater source or if it may be classified as groundwater under the direct influence of surface water (GWUDI). This memorandum summarizes the results of the GWUDI evaluation and provides options for the District moving forward.

## GWUDI EVALUATION

The GWUDI evaluation was completed using the Water Quality Control Division’s (WQCD) GWUDI Screening Tool, Version 3.2 (December 26, 2013) which is the most current version of the screening tool available from CDPHE. Evaluation criteria inputs for the screening tool were provided by BBA Water Consultants in their March 5, 2026 report titled “Drilling, Completion, and Testing of Willow Brook Metropolitan District Ruby Ranch Well 3R.” The screening tool assigns a numerical score to each evaluation criterion and totals the scores to determine if further GWUDI evaluation will be required. A total score of less than 40 points indicates that the well source can be classified as groundwater and is not under the direct influence of surface water. If the total score is greater than or equal to 40 points, the well source fails the screening tool analysis, and further evaluation will be required to determine GWUDI status. Well 3R scored a total of 60 points and will therefore require further GWUDI evaluation, unless the District chooses to accept the evaluation results and proceeds with design and installation of a more advanced surface water treatment process. The following is a brief description of the screening tool evaluation criteria. The screening tool and Policy DW-003 are provided as Attachments A and B, respectively.

### Depth of Well

The input criterion that has the greatest impact on the screening tool results is the screened interval depth of the well. The screened interval measures the screened or perforated section of the well casing from top to bottom, where groundwater is drawn into the well. If the top of the screen is less than 50 feet from the ground surface, it is assigned a score of 40 points which immediately qualifies it as a suspect GWUDI source. In the case of Well 3R, the screened interval depth measured 28 feet at the top of the screen to 58 feet at the bottom and was assigned a score of 40 points accordingly. Although the total depth of the well is greater than fifty feet, it is not deep enough to accommodate a screened interval that meets the screening tool depth requirement and has adequate intake capacity for the required well production.



## Distance to Surface Water

Proximity to surface water sources is another important evaluation criterion that is heavily weighted in the screening tool scoring process. If the horizontal distance between a groundwater well and the nearest surface water source is less than 100 feet, the screening tool assigns a score of 40 points, and if the horizontal distance is greater than 500 feet, the assigned score is zero. The closest surface water source to Well 3R is Willow Creek and the nearest point on Willow Creek is approximately 875 feet resulting in an assigned score of zero points, which strongly indicates that the well is not influenced by the creek.

Horizontal distance to surface water is closely considered with the 50-Day Radius Estimate, that is calculated based on the top to bottom total screened interval length of 30 feet, maximum pumping rate of 32 gallons per minute (gpm), and the assumed aquifer porosity of 0.25. The calculated 50-Day radius for Well 3R is 114 feet. In accordance with the screening tool guidance, because the 50-Day radius minus 5% of that distance (approximately 108 feet) is less than the horizontal distance to surface water (approximately 875 feet), Well 3R is assigned a score of zero. It is worth noting that the maximum pumping rate was taken from the BBA report and is very conservative. Well 3R will likely operate at a maximum pumping rate of 10 gpm which would yield a significantly smaller 50-Day radius of approximately 64 feet.

## Other Evaluation Criteria

DWR Aquifer Type – An aquifer is typically categorized by the Division of Water Resources (DWR) as Type I, II, or III. Type I aquifers have a confining layer between the aquifer and the surface, and as such, Type I aquifers are considered groundwater. Type II aquifers are unconfined bedrock aquifers, and Type III aquifers are unconfined alluvial aquifers. Types II and III are assigned 10 points in the GWUDI screening tool and may be considered groundwater or GWUDI depending on other factors. The Well 3R source is a Type III aquifer according to the Well Drilling Report and therefore received an aquifer type score of 10 points.

Estimated Porosity – this is a measure of the space between solids in the local geology. The default aquifer porosity used by the GWUDI screening tool is 0.25 – this is a default value that is not meant to be edited. The actual porosity may differ slightly.

Aquifer Lithology – defined as the physical characteristics of the local geology. The screening tool does not assign a lithology score, but local geology is considered in the GWUDI evaluation. The aquifer lithology is reported in Appendix B of the BBA Report in the DWR well log, and is included in this memo as Attachment C.

Microscopic Particulate Analysis (MPA) – MPA is a sampling and lab analysis procedure that quantifies organic and inorganic groundwater constituents that are indicative of surface water influence. An MPA analysis was not conducted for this GWUDI evaluation. The screening tool assigns a default score of 10 points when MPA results are not provided. MPA analysis is an important evaluation procedure and is discussed in more detail below.

## CONCLUSION AND NEXT STEPS

The GWUDI Screening Tool was used to determine if Well 3R requires further evaluation to be classified by CDPHE as a groundwater source. Primarily due to its relatively shallow screened interval depth, Well 3R scored 60 points on the screening tool analysis and therefore will not be classified as a groundwater source without further evaluation. At this point in the process, the District has the option to conduct ground and surface water sampling and laboratory analysis in an attempt to demonstrate that the well is not GWUDI, or to accept the screening tool results and proceed with design of a treatment system that incorporates a filtration process and monitoring equipment that complies with the Surface Water Treatment Rule (SWTR) under CDPHE Regulation No. 11 – Colorado Primary Drinking Water Regulations.



If the District would like to proceed with further evaluation of Well 3R, they will need to follow the Groundwater Quality Performance Testing requirements set forth in DW-003 that would include: temperature, turbidity, and conductivity testing twice per week from April through October; monthly total coliform testing also from April through October; MPA testing three times between March and October; total aerobic bacterial spores testing three times between March and October; and giardia and cryptosporidium testing as required on a case by case basis. There is risk associated with following this course of action. Sampling and laboratory analysis is time consuming and expensive and there is no guarantee that the exercise will yield results that demonstrate that the well is not GWUDI. In addition, even if the results do support groundwater source classification, the determination will ultimately be made by CDPHE. Their interpretation of the data and the physical characteristics of the well, specifically the screened interval depth, may result in GWUDI classification. Keeping these risks in mind, JVA has had correspondence with the CDPHE Drinking Water Compliance Assurance group and they have indicated that based on horizontal distance to surface water, it would be in the District’s interest to proceed with MPA sampling. This does not guarantee a favorable determination, but the suggestion from CDPHE to further evaluate water quality performance is encouraging.

The alternative to further evaluation of Well 3R water quality performance would be to accept the results of the screening tool evaluation and proceed with design of a filtration process. Moving straight into design of a SWTR compliant treatment process will mitigate the risk and cost of water quality performance testing, however, this alternative approach will also be expensive in terms of engineering and construction costs. Although the filtration system for a well of this size and pumping capacity will be comparatively small, it will require a building to house the treatment equipment along with monitoring instrumentation for turbidity and other operational parameters, electrical and mechanical equipment, and a location for the building on a space-limited site. In addition, buried piping will need to be reconfigured between the existing pump vault, Well 3R, and the new treatment building. These are typical engineering and construction issues, but it is important for the District to be aware of them and consider the cost implications in making their decision.

Signed: \_\_\_\_\_

**Michael LaDue, P.E., JVA**

Copies to: \_\_\_\_\_

**Robert Martin, P.E., JVA**

**Attachments:**

- Attachment A** – GWUDI Screening Tool
- Attachment B** – CDPHE Policy DW-003
- Attachment C** – Well 3R Well Drilling Log


# ATTACHMENT A - GWUDI Screening Tool

## WQCD GWUDI Screening Tool - Version 3.2 - December 26, 2013

Instructions: Enter data in the grey cells only. Determine the GWUDI Score.

| Well Information                                 | Data Entry   | Units | Score     | Explanation  |
|--|--|-------|-----------|--|
| System Name:                                     | Willow Brook Metro District  |       |           | new name: Elk Meadows River Resort   |
| PWSID:   | CO0259020  |       |           |  |
| Well name:                                       | WBMD Well 3R   |       |           |  |
| DWR Well Permit No.:                             | 338947-  |       |           |  |
| Total Depth of well:                             | 58   | feet  |           |  |
| Screened Interval Depth, top:                    | 28   | feet  | 40        | <20 feet = 60; 20-50 feet = 40; >50 feet = 0   |
| Screened Interval Depth, bottom:                 | 58   | feet  |           |  |
| Max pump rate:                                   | 32   | gpm   |           |  |
| Nominal pump rate:                               | 32   | gpm   |           | This value is used to calculate 50 day radius. It is converted to cubic feet per minute in the 50 day calculation.   |
| Aquifer Name                                     | Alluvial   |       |           | Aquifer name should be on DWR Permit Application (not always available).   |
| DWR Aquifer Type:                                | Type 3   |       | 10        | Type 1 (Confined Aquifer) = NOT GWUDI;<br>Type 2 (Unconfined Bedrock Aquifer) = 10<br>Type 3 (Unconfined Alluvial Aquifer) = 10  |
| Estimated Porosity = 0.25<br>(Do not change):    | 0.25   |       |           | Default is 0.25 (no units for porosity) - most water rights calculations use 0.3, but for the purposes of this screening, use 0.25.  |
| Aquifer Lithology<br>(at screened interval):     | 0-5 unconsolidated green gray clay-gravel, 5-15 unconsolidated light brown sandy silt, 15-20 unconsolidated green gray silt-gravel, 20-25 unconsolidated light brown sand / gravel, 25-35 unconsolidated light brown gravelly silt, 35-45 unconsolidated brown silt-gravel, 45-50 unconsolidated green gray gravelly sand, 50-60 unconsolidated dark gray silt-gravels |       |           | Obtain from DWR well log, include type of soils: sand, clay, gravel, etc.  |
| MPA Result Ranking:<br>Algae or diatoms present? | no mpa   |       | 10        | Low = 0, moderate = 30, High = 50 - no mpa = 10  |
| MPA Score:                                       |  |       |           | <b>MUST BE TAKEN APRIL - SEPT.</b>   |
| <b>DISTANCE TO SURFACE WATER</b>                 |  |       |           |  |
| Type of nearest surface water:                   | creek  |       |           | river, intermittent stream, ditch, pond, reservoir, etc  |
| Name of nearest surface water:                   | Willow Creek   |       |           |  |
| How was distance measured:                       | Google Earth   |       |           |  |
| Horizontal distance to surface water<br>(feet):  | 875  | feet  | 0         | <100 feet = 40, 100 to 500 feet=20, >500 feet = 0  |
| 50 Day Radius Estimate:                          | 114  | feet  | 0         | 50 day+10% > horizontal distance → 30;<br>50 day-5% < horizontal distance → 0;<br>50 day (+/- 5-10%) = horizontal distance → 20<br>Assumes steady state pumping, homogeneous aquifer, no regional groundwater flow |
| <b>Total Score</b>                               |  |       | <b>60</b> | >40 points = GWUDI Evaluation Necessary<br>≤40 points = No Evaluation  |

## ATTACHMENT B - CDPHE Policy DW-003

|  |  |
|--|--|
| COLORADO DEPARTMENT OF<br>PUBLIC HEALTH & ENVIRONMENT<br><br>WATER QUALITY CONTROL DIVISION<br>Safe Drinking Water Program | Safe Drinking Water Program Policy Number: DW-003  |
|  | ADOPTION DATE: August 18, 2021 (Original date March 23, 2012)  |
|  | EFFECTIVE DATE: August 18, 2021  |
|  | SCHEDULED REVIEW DATE: August 18, 2026   |
|  | REVISION: Minor revision to update regulatory references   |
| <b>TITLE:</b><br><br><b>Determination of Groundwater Under the Direct Influence (GWUDI) of Surface Water</b>               | APPROVED BY<br><br>Approved By :<br><br><br><br>Ron Falco, P.E.<br>Safe Drinking Water Program Manager |

### 1.0 Basis and Purpose

The purpose of this policy is to describe the methodology used by the Department to classify drinking water supply sources as either groundwater or groundwater under the direct influence of surface water (GWUDI).

The Colorado Primary Drinking Water Regulations<sup>1</sup> (CPDWR) in Section 11.8(1)(b)(iv) states:

“When the Department determines that a groundwater source is under the direct influence of surface water, and therefore the system is reclassified as a surface water system, the supplier must comply with the requirements specified in this section, 11.8(1)(b)...”.

The correct classification (or reclassification) of water sources as GWUDI may have significant public health protection benefits but also potentially large financial, operational, and compliance implications for public water systems. The Department strives to be consistent and fair with each water system when determining whether or not a source is GWUDI. While, the Department will base determinations on data and the objective analysis of the data, if data are inconclusive, the Department will act in the interest of protecting public health.

### 2.0 Applicability

This policy is applicable to all Department classifications of a public water system’s source water as groundwater or GWUDI. The definition of public water system is found in the CPDWR<sup>1</sup> Section 11.3 (Definitions) and Section 11.1(5) (Applicability).

## Safe Drinking Water Program Policy Number DW-003: Determination of GWUDI

### 3.0 Authority

Authority for this policy is granted by the CPDWR<sup>1</sup> in Section 11.1(6) (Performance Testing), Section 11.8(2)(b) (Filtration), and Section 11.8(2)(c) (Monitoring Requirements). The Colorado Department of Public Health and Environment (the Department) will use this policy to evaluate and determine whether a public water system drinking water supply source is either groundwater or GWUDI. Additionally, Section 11.1(6) grants the Department's authority to require performance tests and monitoring as the Department deems necessary to protect public health and establish compliance with the CPDWR.

### 4.0 Definitions

#### 4.1 Aquifer recharge

Aquifer or groundwater recharge is a hydrologic process where water moves downward from surface water to groundwater. Recharge occurs both naturally (through the water cycle) and anthropologically (i.e., "artificial aquifer recharge"), where rainwater and or reclaimed water is routed to the subsurface.

#### 4.2 Confining layer

A geologic zone that inhibits the flow of groundwater to or from an adjacent aquifer because of its impermeability or low permeability. For the purposes of GWUDI evaluation, confining layers are defined as laterally extensive geologic zones having low hydraulic conductivities of less than  $10^{-6}$  centimeters per second (cm/s).

#### 4.3 Gallery type wells and Infiltration galleries

Gallery type wells, also referred to as hand dug wells, are wells constructed without the use of a drilling rig, but typically involve the use of other machinery such as backhoes. Gallery type wells are often wide, shallow wells that are lined with cement enclosures. Gallery type wells are often constructed in alluvial (Type III) aquifers.

Infiltration galleries are engineered structures that are constructed to intercept alluvial groundwater or surface water. Infiltration galleries are often constructed in alluvial (Type III) aquifers near surface water bodies.

It is the Division's experience that existing infiltration galleries and gallery type wells may or may not have a well permit from the Office of the State Engineer.

#### 4.4 Groundwater

Any water beneath the surface of the ground which is neither surface water nor GWUDI.

## Safe Drinking Water Program Policy Number DW-003: Determination of GWUDI

### 4.5 Groundwater flowpath length

The measured horizontal distance from the water source, e.g. a well, to the edge (at median stream flow or lake stage conditions) of the nearest surface water body.

### 4.6 Groundwater quality performance testing

Performance testing that records water quality characteristics which can include, but is not limited to, temperature, turbidity and conductivity changes over time relative to nearby water sources or precipitation events.

### 4.7 Groundwater under the direct influence (GWUDI)

Any water beneath the surface of the ground with:

- Significant occurrence of insects or other macroorganisms, algae, or large-diameter pathogens such as *Giardia lamblia* or *Cryptosporidium*; or
- Significant and relatively rapid shifts in water quality parameters such as turbidity, temperature, or conductivity which closely correlate with adjacent surface water or climatological conditions; or
- Any source (well) that was unable to pass a visual well inspection

is considered to be GWUDI. GWUDI is classified as surface water under CPDWR<sup>1</sup>.

### 4.8 Office of State Engineer Well Permit

A well permit is issued by the Office of the State Engineer<sup>2</sup> for constructing a new well and the repair, replacement, or modification of an existing well (Sections 37-90-105(3)(a)(I), 37-90-108(1)(a), 37-90-137(1), 37-90-138(3), and 37-92-602(3)(a) Colorado Revised Statutes (C.R.S.)).

### 4.9 Springs

A spring is a water source that naturally flows from a rock or soil formation onto the land surface or into a body of water without any engineered modifications to the source. However, engineering modifications may be needed to protect a spring from surface runoff for it to be considered groundwater under this policy. Many water sources in Colorado that have been considered springs in the past may actually be a gallery type wells or other water collection devices. Spring sources usually are not required to be permitted as a well by the Office of the State Engineer.

### 4.10 Surface Water

Any water source that is open to the atmosphere and subject to surface runoff. GWUDI is classified as surface water under CPDWR<sup>1</sup>.

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### 4.11 Time of travel

An estimate of the time it takes for water to move from a specific point or surface feature, such as a surface water body, to another specific point, such as a target well. Time of travel is calculated using a derivative of Darcy's Law. The calculation is for porous media aquifers and assumes a homogenous and isotropic aquifer with no regional groundwater flow. The calculation may be appropriate for sources in Type III aquifers. Sources in Type II aquifers should not use this calculation. Other appropriate calculations of average travel time will be reviewed and approved by the Department on a case-by-case basis.

The derivative of Darcy's Law used for this calculation is:

$$t = \frac{\pi H n R^2}{Q}$$

R = radius of capture zone      H = thickness of production zone (screened interval)  
Q = pump rate of source          n = porosity of the aquifer  
t = time of travel                   $\pi$  = pi

### 4.12 Type I aquifer

Aquifers located beneath a confining layer are designated by the Office of the State Engineer as Type I Aquifers<sup>2</sup>. Type I aquifers consist of unconsolidated or consolidated rock material or crystalline rocks below a confining layer.

### 4.13 Type II aquifer

Aquifers located in unconfined bedrock are designated by the Office of the State Engineer as Type II Aquifers<sup>2</sup>.

### 4.14 Type III aquifer

Aquifers located in unconsolidated rock are designated by the Office of the State Engineer as Type III Aquifers<sup>2</sup>. Type III aquifers consist of unconsolidated rock material including alluvial and/or colluvial deposits and severely weathered (decomposed) crystalline rocks.

### 4.15 Source depth

The vertical distance from ground level to the top of the well screen; depth to uppermost screened interval in a well; the distance from ground level to the top of the static water level.

## 5.0 Methodology for Determination of GWUDI

### 5.1 General Provisions

- 5.1.1 Public water system owners/operators are responsible for providing the Department with the information and/or data needed to make an accurate GWUDI determination of the source under consideration.
- 5.1.2 Existing sources may be identified for GWUDI evaluation in multiple ways. These include, but are not limited to: sanitary surveys, design reviews, compliance evaluations, data analysis, and complaints.
- 5.1.3 If a source is determined to be GWUDI, the system will be required to comply with all sections of CPDWR<sup>1</sup> Sections 11.8 - 11.10 (Surface Water Treatment Rules). Any performance testing done during the GWUDI determination process does not relieve a source newly classified as GWUDI from any of the testing/sampling requirements under CPDWR Sections 11.8 - 11.10.
- 5.1.4 The Department will provide written notification regarding GWUDI evaluation findings. Reevaluation of the source will typically not occur, unless changing conditions merit. However, the Department retains authority under Section 11.8(1)(b)(iv) of the CPDWR<sup>1</sup> to evaluate and classify sources at its discretion.
- 5.1.5 Systems may request a re-evaluation of existing groundwater or GWUDI source(s) if changing circumstances or new data justify a re-evaluation. If the request is granted, the Department will follow the criteria in this policy to re-evaluate the source(s).
- 5.1.6 The Department recognizes that not all sources can be clearly identified as a specific aquifer type, spring, gallery type well or infiltration gallery. In those instances, the Department will consider the source an indeterminate source type and the source will be treated as if it were a Type II aquifer source for the purposes of GWUDI evaluation.

### 5.2 Sources in Type I Aquifers

- 5.2.1 Due to the presence of a confining layer between the aquifer and the surface, the Department classifies all new, discovered and existing sources in Type I aquifers as groundwater sources.

### 5.3 Sources in Type II and Type III Aquifers

- 5.3.1 All existing sources in Type II and Type III aquifers will retain their current groundwater or GWUDI classification unless identified as needing a GWUDI evaluation under Section 5.1.2.
- 5.3.2 The Department requires a GWUDI evaluation of all new or discovered sources in Type II and Type III aquifers.

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- 5.3.3 In the case of evaluating the GWUDI status of a proposed replacement (i.e., 'redrill') well, the Department will accept performance data or ground water model results from, or based on, the existing well in assessing the new redrilled well's status provided that the redrilled well is constructed at the same (or greater) distance from surface water and aquifer recharge activities; with the same (or deeper) depth to top of uppermost screen; and will be operated with a similar pumping regime.
- 5.3.4 In the case where multiple wells are being or will be installed, the Department will provide guidance on the subset of wells that require performance testing. The Department recognizes that not every well in a well field of closely spaced and similarly constructed wells requires testing.

### 5.4 **Gallery Type Wells and Infiltration Galleries**

- 5.4.1 All existing gallery type wells and infiltration galleries, at regulated public water systems, that are classified as groundwater will retain groundwater classification until a GWUDI evaluation is performed, at which point, the source will be reclassified as GWUDI.
- 5.4.2 Due to their high-risk nature, the Department will classify all new or discovered gallery type wells and infiltration galleries as GWUDI.

### 5.5 **Springs**

- 5.5.1 The Department classifies all new, discovered and existing spring sources, at regulated public water systems, as groundwater sources provided they have sufficient engineering modifications needed to protect the spring from surface runoff.

### 5.6 **GWUDI Evaluation**

- 5.6.1 The Department will initially evaluate a Type II and Type III aquifer source using the following groundwater evaluation screening criteria:
  - (a) The source has adequately passed a visual well inspection; and
  - (b) The source depth is greater than 50 ft; and
  - (c) The groundwater flowpath length is greater than 500 ft; and
  - (d) Aquifer recharge activities are occurring at greater than 500 ft from the source; and
  - (e) If the source is in a Type III aquifer, time of travel must be greater than 50 days.
- 5.6.2 The Department will accept source depth measurements based on the Well Construction and Testing Report recorded by the Office of the State Engineer and the Department will accept groundwater flowpath length

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measurements based on the Department of Water Resources Aquamap online mapping tool.

- 5.6.3 The Department will evaluate source depth of less than 50 feet on a case-by-case basis.
- 5.6.4 The Department will evaluate groundwater flowpath length of less than 500 feet from a source on a case-by-case basis.
- 5.6.5 The Department will evaluate anthropogenic recharge activities that occur less than 500 feet from a source on a case-by-case basis. The assessment will consider the volume of recharge, water source pumping rates, and aquifer characteristics.
- 5.6.6 The time of travel for sources in Type III aquifers can be calculated using Darcy's Law or an accepted variant of Darcy's Law, a ground water model, or some other approved method.
- 5.6.7 If the source cannot meet the groundwater evaluation screening criteria in Section 5.6.1, the Department may, at its discretion, classify a source as temporarily groundwater. If the Department does not grant temporary groundwater status then the source will be classified as GWUDI. This temporary classification is for a period of one year during which time the system must demonstrate that the source is groundwater by either:
  - (a) conducting groundwater quality performance testing as described in Section 5.7; or
  - (b) conducting groundwater modeling as described in Section 5.8.
- 5.6.8 If the source has been classified as temporary groundwater and the system does not submit data or a model that is sufficient to make a GWUDI determination, the source will be classified as GWUDI based on visual inspection alone.
- 5.6.9 Classification as GWUDI may occur at any time if it is apparent that the system is not making progress toward completing Section 5.6.8(a) or 5.6.8(b).

### 5.7 **Groundwater Quality Performance Testing**

- 5.7.1 The results of the performance testing must demonstrate that the source is groundwater as described in Section 5.7.4; otherwise it will be classified as GWUDI.
- 5.7.2 The system must conduct performance testing with the source operating under normal conditions and under standard operating procedures.
- 5.7.3 The system must conduct the groundwater quality performance testing using locations, frequencies and dates as specified in Table 1.

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- 5.7.4 The Department will evaluate the groundwater quality performance testing results to determine if the source meets the criteria for groundwater. Specifically:
- (a) MPA<sup>3</sup> or total coliform data must demonstrate that that there is no significant occurrence of insects or other macroorganisms, algae, or large-diameter pathogens such as *Giardia lamblia* or *Cryptosporidium*; and
  - (b) groundwater quality performance testing data must demonstrate that there are no significant or relatively rapid shifts in water quality parameters such as aerobic spores, turbidity, temperature, or conductivity which closely correlate with adjacent surface water or climatological conditions.
- 5.7.5 If the Department determines that the performance data collected by a system are inconsistent in a manner that sampling or laboratory errors are suspected, the Department may require additional performance testing from the system. In cases where the performance data are considered inconclusive, the Department may ask the system to supplement the performance dataset.
- 5.7.6 The Department may, on a case by case basis and at its discretion, modify the requirements of Table 1 based on site specific conditions, laboratory availability, or site specific technical/financial considerations.

**Table 1: Groundwater Quality Performance Testing Requirements**

| <u>Parameter</u>  | <u>Location</u>   | <u>Frequency</u>                              | <u>Sampling Dates</u>   |
|---|---|---|---|
| Temperature, turbidity and conductivity                     | Well and surface water (if available)                             | 2 times per 7-day period                      | March 1st – Oct. 31st   |
| Total Coliform (with E.Coli)                                | Well  | 1x month                                      | March 1st – Oct. 31st   |
| Total aerobic bacterial spores                              | Well and surface water  | 3 times as specified (concurrently with MPAs) | March 1 <sup>st</sup> - April 30 <sup>th</sup><br>July 1 <sup>st</sup> - August 31 <sup>st</sup><br>Sept. 1 <sup>st</sup> - Oct. 31 <sup>st</sup> |
| Microscopic Particulate Analysis (MPA)*                     | Well (surface water may also be required on a case by case basis) | 3 times as specified                          | March 1 <sup>st</sup> - April 30 <sup>th</sup><br>July 1 <sup>st</sup> - August 31 <sup>st</sup><br>Sept. 1 <sup>st</sup> - Oct. 31 <sup>st</sup> |
| EPA Method 1622/1623 ( <i>Giardia and cryptosporidium</i> ) | Case by case  | Case by case                                  | Case by case  |

*\*When taking the MPA sample, the system must take a paired total aerobic bacterial spore sample.*

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### 5.8 Groundwater Model as a Method to Determine Time of Travel

- 5.8.1 Water systems may submit time of travel determinations based on an approved groundwater model. The model provided to the Department must:
- include a description of the model used; and
  - include the analytical elements or boundary conditions that were used in building the model; and
  - show that the model takes into account the direction of groundwater flow, soil type, and pumping rate.
- 5.8.2 If the Department does not approve the groundwater model, the source will be classified as GWUDI.
- 5.8.3 The Department will not develop groundwater models for systems.
- 5.8.4 Only sources located in Type III aquifers are eligible for groundwater modeling. Type II Aquifer sources must use performance testing as defined in Section 5.7.
- 5.8.5 If the model demonstrates that the Type III aquifer source meets the time of travel criterion of greater than 50 days and there is no other compelling evidence to classify the system as GWUDI, it will be classified as groundwater; otherwise it will be classified as GWUDI.

### 6.0 Deviation from Policy

- 6.1 Deviations from this policy are governed by WQCD Policy 1: Implementation Policy Framework.
- 6.2 Deviations from Rules and Regulations for Water Well Construction are outside of the scope of this Policy and will not be approved.

### 7.0 References

1. Colorado Department of Public Health and Environment, 5 CCR 1002-11, Colorado Primary Drinking Water Regulations, effective September 30, 2020.
2. State of Colorado Office of the State Engineer, 2 CCR 402-2, Rules and Regulations for Water Well Construction, Pump Installation, Cistern installation, and Monitoring and Observation Hole/Well Construction (Water Well Construction Rules), July 1, 2018.
3. MPA may consist of either traditional groundwater MPA or the proposed MPA protocol from the WRF MPA Study (2010) outlined in the appendix consisting of analysis for Giardia, Cryptosporidium, diatoms, green Algae, total aerobic spores.

# ATTACHMENT C - Well Log and Completion Report

## Willow Brook Metropolitan District Well 3R Lithologic Log for Permit No. 338947- (Attachment to Form No. GWS-31)

Location: UTM Zone 13N Easting 406106, Northing 4389237

Total Depth: 58 ft

DWR Receipt Number: 10042695

| DEPTH (ft) | DESCRIPTION (all unconsolidated)   |
|------------|--|
| 0-5        | Silty sand with gravel, greenish gray, gravel up to 1 inch, subangular, poorly sorted, less than 50% quartz.                               |
| 5-10       | Sandy silt, light brown, 30% coarse sand, subangular, moderately sorted, less than 50% quartz.   |
| 10-15      | Sandy silt, light brown, 30% coarse sand, subangular, moderately sorted, less than 50% quartz, very wet. Water at 15'.                     |
| 15-20      | Silty sand with gravel, greenish gray, gravel up to 1.5 inch, subangular, poorly sorted, less than 50% quartz, moderately wet.             |
| 20-25      | Coarse sand with gravel, light brown, gravel up to 1 inch, subangular, poorly sorted, less than 40% quartz, wet.                           |
| 25-30      | Sandy silt, light brown, few gravels up to 1 inch, subangular, poorly sorted, less than 40% quartz, wet.                                   |
| 30-35      | Silty sand, light brown, few gravels up to 1 inch, subangular, very poorly sorted, less than 40% quartz, very wet.                         |
| 35-40      | Silty sand with gravel, moderate brown, gravel up to 1.5 inch, subangular, poorly sorted, less than 10% quartz, moderately wet.            |
| 40-45      | Silty sand, moderate brown, coarse grained with few gravels up to 0.5 inch, subangular, moderately sorted, less than 10% quartz, very wet. |
| 45-50      | Sand, greenish gray, coarse grained with few gravels up to 0.5 inch, subangular, moderately sorted, no quartz.                             |
| 50-55      | Silty sand with gravel, dark gray, coarse grained with gravel up to 0.75 inch, angular, poorly sorted, no quartz.                          |
| 55-58      | Sandy gravel, dark gray, gravels up to 1.5 inch, angular, moderately sorted, no quartz.  |

Driller reported constant drilling rate throughout.



| Jan    | Feb   | Mar    | Apr   | May   | Total Water Usage by Household |
|--------|-------|--------|-------|-------|--------------------------------|
|        |       |        |       |       |                                |
| 3457   | 2391  | 3971   | 3349  | 3823  | 16991                          |
| 1475   | 1175  | 1141   | 1068  | 1142  | 6001                           |
| 3837   | 5786  | 2191   | 777   | 1029  | 13620                          |
| 2321   | 1916  | 1836   | 2838  | 2237  | 11148                          |
| 14536  | 340   | 2294   | 4033  | 16466 | 37669                          |
| 1096   | 14    | 171    | 94    | 97    | 1472                           |
| 1941   | 2007  | 1588   | 1908  | 1774  | 9218                           |
| 989    | 908   | 949    | 929   | 1000  | 4775                           |
| 589    | 320   | 176    | 429   | 383   | 1897                           |
| 419    | 249   | 328    | 223   | 492   | 1711                           |
| 976    | 2919  | 2449   | 1104  | 95    | 7543                           |
| 778    | 618   | 0      | 21    | 28    | 1445                           |
| 12427  | 8456  | 11560  | 2964  | 3179  | 38586                          |
| 20     | 18    | 11     | 16    | 756   | 821                            |
| 3353   | 3264  | 3995   | 3726  | 3892  | 18230                          |
| 1820   | 1529  | 1083   | 1458  | 1022  | 6912                           |
| 1053   | 283   | 2149   | 577   | 270   | 4332                           |
| 774    | 584   | 834    | 227   | 0     | 2419                           |
| 2743   | 2530  | 1864   | 2006  | 1842  | 10985                          |
| 31     | 0     | 0      | 23    | 3     | 57                             |
| 1388   | 1308  | 1450   | 1224  | 978   | 6348                           |
| 2950   | 3103  | 3206   | 2605  | 2339  | 14203                          |
| 530    | 306   | 140    | 0     | 120   | 1096                           |
| 936    | 1187  | 2001   | 152   | 2087  | 6363                           |
| 208    | 55    | 715    | 110   | 1055  | 2143                           |
| 2158   | 1612  | 2129   | 2049  | 2086  | 10034                          |
| 2561   | 1085  | 2041   | 52    | 1529  | 7268                           |
| 2713   | 6451  | 6660   | 1553  | 638   | 18015                          |
| 0      | 0     | 0      | 0     | 0     | 0                              |
| 3013   | 3598  | 4459   | 4981  | 4434  | 20485                          |
| 3012   | 4802  | 5505   | 881   | 1117  | 15317                          |
| 22     | 875   | 7      | 0     | 506   | 1410                           |
| 2470   | 1470  | 2226   | 1486  | 1532  | 9184                           |
| 27     | 650   | 0      | 0     | 1981  | 2658                           |
| 2514   | 2538  | 3416   | 3219  | 6231  | 17918                          |
| 353    | 711   | 39     | 60    | 536   | 1699                           |
| 3054   | 3159  | 3907   | 2224  | 3517  | 15861                          |
| 3244   | 2261  | 3781   | 3844  | 3956  | 17086                          |
| 2940   | 2893  | 3901   | 2220  | 951   | 12905                          |
| 1624   | 1152  | 1570   | 1163  | 876   | 6385                           |
| 70     | 205   | 952    | 30    | 49    | 1306                           |
| 2247   | 1576  | 1865   | 2602  | 1714  | 10004                          |
| 627    | 614   | 643    | 560   | 896   | 3340                           |
| 3035   | 530   | 1549   | 155   | 902   | 6171                           |
| 2347   | 1806  | 2591   | 597   | 674   | 8015                           |
| 5075   | 5718  | 7129   | 1189  | 531   | 19642                          |
| 632    | 929   | 2382   | 1025  | 1438  | 6406                           |
| 0      | 0     | 0      | 0     | 0     | 0                              |
| 2445   | 2444  | 2124   | 2740  | 2584  | 12337                          |
| 1053   | 2538  | 3197   | 2699  | 3826  | 13313                          |
| 992    | 987   | 1002   | 974   | 1013  | 4968                           |
| 1727   | 734   | 532    | 272   | 605   | 3870                           |
| 2648   | 1901  | 898    | 840   | 1379  | 7666                           |
| 4066   | 451   | 3464   | 52    | 204   | 8237                           |
| 1819   | 2011  | 874    | 847   | 526   | 6077                           |
|        |       |        |       |       |                                |
| 119135 | 96967 | 114945 | 70175 | 92340 | 493562                         |



May 26, 2026

Board of Directors  
Willow Brook Metropolitan District  
c/o Community Resource Services of Colorado, LLC  
7995 East Prentice Avenue, Suite 80111  
Greenwood Village, CO 80111  
Attn: Sue Blair

RE: Engagement of WBA, PC

Dear Directors:

We are pleased to confirm our continued engagement as general counsel to the Willow Brook Metropolitan District (the "District").

This engagement letter provides the terms upon which WBA, PC ("WBA") will provide legal services to the District and is intended to formalize our continued engagement as general counsel, as required by the applicable Rules of Professional Conduct. This letter sets forth details of the engagement, including how we propose to staff the matter, billing arrangements and certain conflict of interest understandings, with the terms of this engagement letter superseding the terms of all prior letters. Additional information about WBA can be found at [www.wbapc.com](http://www.wbapc.com).

**The total price for legal services to be provided under this engagement letter cannot be precisely determined at this time due to the variable nature of legal work. Time spent by our lawyers, paralegals, and (where applicable) other staff and reimbursement of expenses incurred in your representation will be the basis for the total price. The hourly rates for our lawyers, paralegals, and (where applicable) other staff are set forth below in this engagement letter. The time spent and expenses incurred will be set forth on invoices that will be sent to you on a monthly basis. The total price of our legal services and the amount of our expenses incurred on your behalf will vary and may increase or decrease on a month-to-month basis depending on the needs and progress of your matter.**

**1. Personnel.** Legal services provided under this engagement may be performed by any lawyer at WBA. We will also use paralegals and/or other support staff as we believe to be necessary and effective in providing you with legal services.

**2. Fees, Expenses and Retainer.** The total cost of WBA's services on the District's behalf will vary. Our fees will be based upon time charged using the hourly rates charged by each attorney or paralegal working on the matter. WBA's legal services are billed on an hourly basis, in increments of one-tenth of an hour, and are not contingent. Some of WBA's services are

allocated on an equitable basis to clients who benefit from general legal work by our personnel. Hourly rates for professionals in WBA currently range from \$250.00 to \$600.00 (attorneys), from \$135.00 to \$240.00 (paralegals), and are \$200.00 to \$240.00 for other professionals. Hourly rates are revised periodically to reflect the current cost for delivery of legal services and the fees charged for services under this engagement may change without notice. From time-to-time WBA prepares memoranda, agreements or other documents based upon current legislative, State, and Federal law concerns that are the subject of common interest and benefit to our clients. WBA allocates the fees for this work on an equitable basis to clients who benefit from this legal work by WBA's personnel. If you do not wish to receive this information, please advise us accordingly. WBA contracts with other law firms for the performance of specialized services. If these services are rendered on behalf of the Client, the fees and costs associated with those services will be reflected on WBA's bill.

In addition to legal fees, WBA also charges for certain out-of-pocket costs incurred by us in representing you. Charges for long-distance telephone calls (domestic only), conference calling services (domestic only), facsimiles (domestic only), in-office copying, ordinary postage (under \$10.00), and deliveries made by in-house staff, are covered by an administrative fee, currently equal to 2.5% of the legal fees charged. This administrative fee is in lieu of itemizing those expenses and may be adjusted over time. If there are other expenses, such as filing and recording fees, computer-assisted research fees, mileage, delivery service fees, travel, meals or hotel accommodation charges, those will be billed separately. These costs are subject to the same payment terms as legal fees and are your responsibility. WBA's policy is to advance or incur expenses on a discretionary basis up to \$1,000.00, subject to your reimbursement of them in the next bill. If an expense exceeds that amount, we will ask you to pay it directly to us in advance or have you contract directly with the vendor.

WBA will not require the payment of a retainer at this time, but we reserve the right to require a retainer if deemed necessary by WBA or if you fail to timely pay invoices.

**3. Billing.** Generally, invoices for fees and expenses will be submitted to you monthly and are due upon receipt. If an invoice remains unpaid after thirty (30) days, we will consider it in default and you agree that we may charge a late fee on all amounts due and owing at the rate of one percent (1%) compounded monthly. By signature below, you agree to pay all fees, costs, and expenses billed by WBA for the legal services. If payments as described above are not paid on a timely basis, WBA may withdraw from the representation in accordance with the Rules of Professional Conduct. In the event that WBA is compelled to resort to collection of your account, which may or may not include litigation, you agree that your obligations to WBA shall include payment of all costs and expenses of such collection efforts, including court fees and costs, attorneys' fees, and out-of-pocket expenses.

**4. Attorney-Client Relationship.** In performing our services as general counsel to the District, the District will be our client. We will represent the interests of the District, acting through its duly authorized management and at the Board of Directors' (the "Board" or "Directors") direction. We do not represent the interests of any of the Board, the Directors

individually, or the District's employees. Nothing in this engagement agreement and nothing in our statements to you will be construed as a guarantee or promise about the outcome of any matter which WBA may handle on your behalf. Our comments about the outcome of your matters or any phase thereof are expressions of opinion only. Further, neither WBA nor any of its attorneys or employees shall be employed, retained, or otherwise categorized as a "municipal advisor" to the District as such term is defined in the 15 U.S.C. 78o-4(e)(4)(c), as amended by the Dodd/Frank Act (the "Act"), or any rules promulgated by the Securities and Exchange Commission under the Act. Any comments or advice provided by WBA or its attorneys regarding the issuance of securities by the District shall be solely of a "traditional legal nature," as permitted under the Act. Throughout the attorney-client relationship, the District consents to the use of the District's name and public information relating to the District's transactions on WBA's website or in other marketing materials.

**5. Conflicts of Interest.** We have performed an internal review for potential conflicts of interest based upon information you have provided to us and we find none at this time. If any are discovered in the future, we will discuss our continued engagement with you.

WBA represents many other local governments and municipal clients that may be viewed as competing with the District. Simultaneous representation in unrelated matters of clients whose interests are only economically adverse, such as representation of competing economic enterprises in unrelated transactions, does not ordinarily constitute a conflict of interest that requires consent of the respective clients.

**6. Document Retention.** WBA maintains its client files electronically and ordinarily does not keep separate paper files. We will scan documents you or others send to us related to your work to our electronic file and will ordinarily maintain the electronic version throughout the term of our engagement or, in some instances, while a particular matter or project is pending. Unless you instruct us otherwise, with limited exceptions for certain documents such as original real property deeds and promissory notes, once such documents have been scanned to our electronic file, we will destroy all paper documents provided to us. Following the conclusion of our services, we will return the District's files to the District upon request, unless WBA has not received payment of all outstanding fees and costs, in which case WBA reserves the right to withhold them until payment is made. Otherwise, no sooner than thirty (30) days after the conclusion of our services, we may destroy the files. Please note that if WBA is designated as the public records custodian for the District pursuant to §§24-72-202, *et seq.*, C.R.S., WBA will maintain all public records in accordance with any duly approved and adopted retention and destruction policy of the District and the Colorado State Archives or similar regulatory body.

**7. Termination.** You will have the right to terminate our representation at any time. Whether you terminate the representation, or we terminate the representation for reasons set forth in the Rules of Professional Conduct, including nonpayment of legal fees and expenses, all fees incurred for services rendered through the date of termination, as well as all costs and expenses incurred by us on your behalf, must be paid within ten (10) days of receipt of our final statement. We reserve the right to charge for any extraordinary work required in connection with the orderly

transition of pending matters to new counsel. Upon conclusion of our services, whether due to termination or completion of the work, we will not thereafter be responsible for legal matters for which our services have not been specifically requested and we have agreed to perform in writing.

**8. Arbitration of Disputes.** If a dispute arises regarding our services or fees set forth in this engagement letter or any prior engagement letter between you and WBA, any fee dispute will be decided by the Colorado Bar Association Legal Fee Arbitration Committee (the “Committee”) in Denver, Colorado, in accordance with the rules and procedures used by the Committee. There is no charge for the dispute resolution services provided by the Committee and each party will pay its own costs and expenses. If, either in addition to a pending fee dispute or in the absence of one, any other dispute or claim of any type or nature arises with respect to services rendered pursuant to this engagement agreement or any prior engagement letter between you and WBA, including, without limitation, a claim for legal malpractice, it will be decided by the Judicial Arbitrator Group (“JAG”) in Denver, Colorado, by a single arbitrator to be mutually agreed to by the parties. Each party will be responsible for paying one half of all fees and expenses charged by the arbitrator. Colorado law, including all applicable statutes of limitation and other defenses, will apply to the dispute before JAG just as if it had been brought in a judicial proceeding. In the absence of an agreement to the contrary, the Colorado Rules of Civil Procedure shall apply to the dispute before JAG just as if the dispute had been filed in district court. The parties recognize that by agreeing to arbitration as the method for dispute resolution, they: relinquish the right to bring an action in court and seek remedies available in court proceedings, including the extensive discovery rights typically permitted in judicial proceedings; waive the right to a jury trial; acknowledge the arbitrator’s award is not required to include factual findings or legal reasoning; and acknowledge that any party’s right to appeal or seek modification of the award is strictly limited and the award is final and binding on the parties.

**9. Representative Client Lists.** WBA currently maintains a website, firm résumé, and other materials for use with current and potential clients, and for marketing purposes. Execution of this engagement letter provides your consent to WBA’s use of the District’s name as a representative client of WBA on our website, firm résumé, and other materials.

If you are in agreement with the foregoing terms of this engagement and it meets your understanding of the professional relationship we have established, please have an authorized representative of the District sign and return a copy of this letter to our office at your earliest convenience. By signing below, you acknowledge that you have been given the opportunity to discuss this engagement letter with another attorney or any other person of your choosing.

We look forward to working with you and will commit the necessary resources of WBA to meet your needs.

Board of Directors  
Willow Brook Metropolitan District  
May 26, 2026  
Page 5 of 5

Our efforts will always be to ensure that our relationship is based on open and honest communication regarding these matters. If at any time you have questions concerning our representation, please feel free to contact us immediately.

Sincerely,




WBA, PC  
Attorneys at Law

BMD:are

APPROVED, ACCEPTED AND AGREED TO BY:

**WILLOW BROOK METROPOLITAN DISTRICT**

  
[EJ Olbriht \(May 27, 2026 11:37:06 MDT\)](#)  
\_\_\_\_\_  
Signature

Printed Name: EJ Olbriht

Position: Vice president

Date: \_\_\_\_\_

**From:** Carl Oppedahl <[carl@oppedahl.com](mailto:carl@oppedahl.com)>

**Sent:** Friday, June 5, 2026 9:54 AM

**To:** Sue Blair <[sblair@crsofcolorado.com](mailto:sblair@crsofcolorado.com)>

**Subject:** Re: Got Glass? We can recycle!

Sue, I am writing to you not as a Metro Board member but as a homeowner in Ruby Ranch.

Just today one of our neighbors stopped by to talk with me, very concerned about seeing lots of glass in the recycle dumpster. He was worried that this was going to lead to our having to pay a penalty for putting wrong stuff in the dumpster.

He pointed out to me that the dumpster clearly says "no glass" in big writing on the dumpster itself.

I think your email (quoted below) was not as clear as it might have been. I think when this neighbor saw your email, he understood you to mean that the way to recycle glass is to get in a car and drive to the High Country Conservation Center and drop off the glass at that place.

is it really true that now we can toss glass into our recycle dumpster? If so, then I think you need to get the dumpster writing cleaned up so that it no longer says "no glass". And i would be helpful if you could write a clearer email that says that now it is okay to put glass into the recycle dumpster.

I think there is also signage on the exterior of our dumpster shed that says "no glass" and this signage would also need updating.

I look forward to hearing from you about this.

Carl

On 5/12/2026 6:21 PM, Willow Brook Metropolitan District wrote:

Great news! High Country Conservation Center now accepts some glass from single stream clients like us!

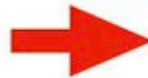
Willow Brook Metropolitan District

---

Great news! High Country Conservation Center now accepts some glass from single stream clients like us!



BUT, NOT ALL GLASS.....  
No drinking/wine glasses.  
No windows.  
No tempered glass....



A friendly reminder of things you must throw in the trash:



You MUST throw away:

- Greasy food containers: they contaminate recycling
- NO plastic bags. Plastic bags clog recycling machines; can shut down process
- No food clam shells: they burn to ash and contaminate the recycling process.
- Disposable cups & lids: coffee cups have thin plastic liners; coffee cup lids and drink cups are thin plastic that burns (see clam shells)



*There are many other items that are not recyclable. When in doubt, go to the Ask the Recycle Robot Link (see below.)*

Check out our Trash and Recycling Tab for more Info!



[TRASH & RECYCLING](#)

**TRASH:**

[Read more](#)

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[Link to High Country Conservation Center Glass Recycling Webpage](#)

[Read more](#)

Willow Brook Metropolitan District

CO

We know your time is valuable and we only want to send information you are interested in. If you decide you no longer want to receive emails from us, you can [unsubscribe](#).

Powered by [Streamline](#).

Originally Approved by the Board of Directors, January 1, 1983, as Amended to October 4, 1985

Please note that this document has been scanned from a paper original and may contain errors. The original is available as a [PDF file](#). In the event of any conflict between this scanned document and the original, the original shall control.

NOTE: These Rules and Regulations are subject to change by the Board of Directors without notice.

WILLOW BROOK METROPOLITAN DISTRICT

TO SERVE THE RUBY RANCH

1. GENERAL

1.1 Policy and Purpose: It is hereby declared that the Rules and Regulations hereinafter set forth will serve a public use and are necessary to insure and protect the health, safety, and security and general welfare of the inhabitants of the Willow Brook Metropolitan District.

The purpose of these Rules and Regulations is to provide for the control, management and operation of the water distribution system of the Willow Brook Metropolitan District including additions, extensions and connections thereto.

1.2 Definitions: Unless the context specifically indicates otherwise, the meaning of terms used herein shall be as follows:

1.2.1 "Board" and "Board of Directors" shall mean the governing body of the Willow Brook Metropolitan District.

1.2.2 "Customer" shall mean any person, company, corporation or governmental authority or agency authorized to purchase water under a permit issued by the Board of Directors.

1.2.3 "District" shall mean Willow Brook Metropolitan District.

1.2.4 "Inspector" shall mean the person or persons duly authorized by the Board to enforce these Rules and Regulations.

1.2.5 "Kitchen" shall mean any separate area containing a minimum of one hot plate, one stove or one microwave oven and a sink which may be used in conjunction with a living unit separate from the main living quarters in a dwelling.

1.2.6 "Permit" shall mean written permission of the Board of Directors to connect to a water main of the District pursuant to the Rules and Regulations of the District.

1.2.7 "Person" shall mean any individual, firm, company, association, society, corporation or group.

1.2.8 "Service Line" shall mean the pipe, line or conduit from the water main, including the connection material to the main, to an individual house or other structure.

1.2.9 "Shall" is mandatory; "May" is permissive.

1.2.10 "Superintendent" shall mean the superintendent of the District, or in his absence, his duly authorized deputy.

1.2.11 "Unit" shall mean a dwelling having at least one bath and one kitchen facility. Non-residential buildings shall be considered a unit for tap fee purposes for each 3,000 sq. ft. of floor space or portion thereof.

1.2.12 "Water Main" shall mean any water pipe, line or portion thereof, owned by the District.

1.2.13 "Water Tap" shall mean the act of connecting a service line to a water main.

1.2.14 Other terms not herein defined shall be defined as present in the Glossary -- Water and Wastewater Control Engineering, APHA, AWWA, ASCE, and WPCF latest editions.

1.3 District Responsibilities: The District is responsible for the distribution of water for domestic use to residents within the District, and the maintenance, repair and replacement of all wells, mains, hydrants, valves, and service facilities owned by the District, but shall not be liable or responsible for inadequate pressure or interruption of service brought about by circumstances beyond its control. The District is also responsible for the operation and maintenance of the water system in accordance with these Rules and Regulations, those of Summit County and the Colorado State Department of Public Health.

The District may, as conditions and financial ability permit, repair and maintain roads and roadways within the District, including snow plowing and sanding.

1.4 Liability: It is expressly stipulated that no claim for damage shall be made against the District by reason of the following:

- Breaking of any service or supply pipe or cock or meter by any employee of the District; failure of the water supply; shutting off or turning on water in the water mains; the making of connections or extensions; damage caused by water running or escaping from open or defective faucets; burst service pipes or other facilities not owned by the District; damage to water heaters, boilers, or other appliances resulting from shutting water off, or not turning it on, or from inadequate or sporadic pressures; or
- for doing anything to the water system of the District deemed necessary by the Board of Directors or its agents. The District hereby reserves the right to cut off the water supply at any time, for any reason deemed appropriate, and has the obligation to restore service as quickly as possible.

1.5 Powers and Authority of Inspectors: The Superintendent, Inspector, and other duly authorized employees of the District, bearing proper credentials and identification, shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling, and testing, in accordance with the provisions of these Rules and Regulations.

1.6 Interpretation: Any dispute as to the interpretation of these Rules and Regulations or as to their application in any given case shall be submitted to the Board of Directors and their decision shall be final. These Rules and Regulations are subject to change without notice.

1.7 Revisions: The Board of Directors may from time to time enlarge upon, delete, change or amend these Rules and Regulations at any time, at a regular or specially called meeting of the Board. The Superintendent shall have the authority to make interim decisions on matters not covered by these Rules and Regulations. Such interim decision shall be binding until confirmed or altered by the Board of Directors at its next meeting.

1.8 Additional Wells and Access: Certain lots in Filing 1 and Filing 2 will require additional wells for water service. These wells shall be provided and maintained by the District and subject to these Rules and Regulations in all respects. Ingress and egress rights for District personnel shall automatically be granted for the purpose of facilities operation, maintenance, construction, service and reading of meters on all properties.

## 2. APPLICATION FOR SERVICE

2.1 Use of Water Service Required: All residential buildings in the District must use the water supplied by the District and none other unless a specific waiver of this requirement is granted by the Board of Directors.

**2.2 Application Required:** Application for service must be filed with the District on forms provided by the District and be accompanied by appropriate fees at least seven days prior to connection.

**2.3 Denial of Application:** The District reserves the right to deny application for service on any grounds that the connection of the system of the applicant's existing plumbing would constitute a cross-connection to an unsafe water supply; or the service applied for would create an excessive seasonal, or other, demand on the facilities, or for misrepresentation as to the property and fixtures contained in the property, or in the use to be made of the water supply.

**2.4 Taps Not Assignable:** Water taps, when purchased, are for use only on the property designated at the time of purchase of taps. Taps shall be sold and/or transferred by the owner of a property to a subsequent owner of the same property.

Except with written approval of the Board of Directors, no taps shall be transferred from one property to another.

**2.5 Cancellation of Application and Refund of Fees:** The District reserves the right to revoke any application previously granted, before service has been provided. Application for water service does not bind the applicant to "use the service". Such applications shall be retained, along with fees paid, by the District, for a period of twelve (12) months. If the applicant has not then requested service, the Board, at its discretion, may cancel the application and refund a portion of the fees paid.

**2.6 Emergency Allocations:** The Board of Directors may adopt appropriate allocation and priority policies in emergency instances involving a shortage of water capacity. Such procedures shall consider the needs of all present and future customers, and copies of the policies shall be distributed to all customers affected.

**2.7 Taps for Live-In Units:** A live-in unit, whether called "guest quarters" or "maid's quarters" or any other name, which contains a kitchen in addition to the kitchen in the main living quarters) shall be charged a tap fee as an additional unit. Said fee shall be a percentage of the tap charged for the main living quarters, based on the percentage the square feet of floor space contained in such live-in unit is to the square feet contained in the total residential building, excluding the garage. In no case shall the charge be less than 30% of that charged for the main living quarters.

### **3. CONSTRUCTION OF SERVICE LINES**

**3.1 Permit Required:** No unauthorized person shall uncover, make any connection with, or opening into, use, alter, or disturb any District-owned water or appurtenances, without first obtaining a written permit from the District.

**3.2 License Required:** All water service lines installed within the District under jurisdiction of the Board shall be done only by contractors licensed to do work within Summit County and the Town of Silverthorne.

**3.3 Insurance and Bond Required:** A performance bond shall be furnished to the Board on a per-job basis, in an amount set by the Superintendent. Insurance shall be carried in favor of the Board in the amount of \$150,000 per person injured and \$400,000 per occurrence, and \$150,000 per person incurring property damage, and \$400,000 per property damage occurrence. Certificates of insurance shall be filed with the Board when applying for bond. Workmens' Compensation insurance shall be carried in accordance with the provisions of the Workmens' Compensation Act, as amended, of the State of Colorado.

**3.4 Revocation of Licenses:** The violation of any of these Rules and Regulations, or the District's installation instructions or specifications, shall constitute grounds for dismissal from the work. Whenever it appears a violation has been committed, the contractor shall be sent a written notice.

**3.5 Licenses Not Transferable:** No licensed plumber shall permit his license to be used by any other plumber or contractor, but plumbing work contracted for by a licensed plumber may be performed by him through journeyman plumbers or apprentices, under his direct supervision. Work performed through journeyman plumbers or apprentices shall not relieve the licensed plumber from any responsibility.

**3.6 Comply With County Regulations:** All contractors, plumbers and others doing work on any water main, service lines, or structures, in the District, shall comply with Summit County regulations regarding excavation, backfill, compaction and restoration of surfacing.

**3.7 On-Site Briefing:** The general contractor and excavator must attend an on-site briefing with the Willow Brook Metropolitan District Superintendent, and such other persons as the District Superintendent may deem appropriate, prior to excavation or tree removal. Items discussed will include trees to be removed, route of water lines, location of water taps, water meter location and others.

**3.8 Pay Fees Before Construction:** All permits, fees and licenses shall be paid for by the contractor, plumber or others doing work in the District, prior to the start of construction.

**3.9 Notification Required:** The District Superintendent must be notified at least 48 hours before any excavation is begun.

**3.10 District Personnel to Tap:** The Superintendent or employees or authorized agents of the District are the sole persons authorized to make taps on the District water mains.

**3.11 Separate Service or Multiple Meter:** Water service must be provided by individual meter per unit. A curb box and shut-off valve must be provided for each meter. A pressure reducing valve will be required ahead of the meter and all water services shall be taken after the meter, including any exterior faucets, water troughs, stable or barn services, etc.

**3.12 Excavation Period Limited:** No excavation shall be allowed in rights-of-way from November 1 through April 30 of each year. The Superintendent may modify these dates, depending upon weather and temperature, at his discretion.

**3.13 Copper Water Lines:** The water service line shall be soft, Type K copper, minimum sizes as listed in the current application for service.

**3.14 Cover Over Water Lines:** The water service shall be brought to the building at a depth to allow for at least nine (9) feet of cover. No service shall be laid parallel to, and within five (5) feet of any bearing wall which might be thereby weakened. The water service shall be laid at uniform grade, and in straight alignment, as plans allow.

**3.15 Curb Stop Location:** Water curb stops shall be located in the road or access right-of-way within three (3) feet of the property me or in a utility easement.

**3.16 Open Trench:** All excavations required for the installation of water service shall be open-trench work unless otherwise approved by the Superintendent. Trenching, pipe laying and compacted backfill shall be performed in accordance with the Superintendent's instructions, the specifications of Summit County, or the specifications of the Town of Silverthorne, as appropriate.

**3.17 Notify Superintendent:** The applicant for water service or his contractor shall notify the Superintendent 24 hours before the service is ready for inspection and connection to the public water main. All discrepancies found by the Superintendent shall be corrected and reinspected prior to the connection.

**3.18 Contractor to Supply As-Built Plans:** Upon completion of water line installation, the contractor must provide to the District as-built plans showing all curb stops, line locations, manholes, curb cuts, fire hydrants and other facilities. No Certificate of Occupancy shall be approved and no service shall be provided until the as-built plans are received by the District.

**3.19 Withholding Approval of Certificate of Occupancy:** If a customer has not provided the District with As-Built plans, or if a customer owes the District money for unpaid tap fees, connection charges, service charges, late fees or any other matter, and that customer has applied for a certificate of occupancy, the District shall withhold approval of the granting of that certificate of occupancy until such time as the plans are provided and the amounts owed have been paid.

**3.20 Curb Stop Verification:** A representative of the customer or water line contractor shall verify with the District Superintendent or is representative that the water tap valve on the main line has been turned on, and that the curb stop and valve sleeve or box has been properly installed and is operational by signing a tap report form. District Superintendent shall inspect water tap valve, curb stop and valve sleeve or box before and after backfilling, and shall either accept or reject the work done to the date of inspection. If subsequent construction work renders the curb stop inoperative, the customer shall be responsible for costs for correction of the problem.

#### **4. WATER METER REQUIREMENTS**

**4.1 Customer Furnishes Meter Location:** The customer shall furnish a warm, accessible meter location, usually in the basement or a closet or compartment near the point where the water service line enters the building. The customer shall also furnish an outside location for the remote gauge to be mounted so that it is easily accessible for reading. All locations shall be approved by the District prior to installation of the meter.

**4.2 District Ownership of Meters:** The cost of water meters, including outside remote gauges, shall be paid by the customer as part of the connection fees. Immediately upon payment by the customer, the District shall own the meter and gauges, and shall have the responsibility for the repair and/or replacement of them.

Customers shall pay the costs, plus 10%, of repairing meters, and for replacing meters, if damaged by the customer.

The cost of each meter shall be the actual cost paid by the District to its supplier, plus ten percent to cover the cost of transportation, storage, etc.

Installation of the meter and gauges shall be performed under supervision of District personnel, at customer's cost and with work performed by a licensed plumber hired by the customer. No water meter shall be installed of a size less than three-quarters of an inch in diameter.

District shall, as a condition to service, have access to each lot and unit served for the purpose of exercising its authority under this section 4.2

#### **5. CHARGES AND BILLING**

**5.1 Water Tap Fee Schedule:** The cost of the water tap fee to amortize the development of water rights, treatment and distribution, is established by the Board and can be changed by the Board, at any time, without notice. In recognition of anticipated future costs based on past costs and increases of same, tap fees shall be automatically increased by 10 percent on January 1 of each succeeding year, or as determined by the Board. Current tap fees are contained in an "Application for Water Service" available from the District Superintendent or from the bookkeeper for the District.

**5.2 Included in Tap Fee:** The tap fee includes the materials and labor to connect the service line to the water main, excluding excavation. The excavation shall be arranged and paid for by the customer, using a licensed contractor approved by the Superintendent.

**5.3 Not Included in Tap Fee:** The tap fee does not include the service line to the meter, or beyond the meter, or the water curb stop assembly, or excavation for same. The District may require all excavations in public rights-of-way or utility easements to be done by District personnel and equipment, with piping and valves in these areas to be provided by the District and paid for by the customer at cost plus 10 percent.

**5.4 Connection Fees:** Charges for water connections, including water meter with remote readers, road resurfacing, curb stop valves and other materials, shall be billed at cost plus 10 percent by the District prior to start of the work. Current Connection Charges are contained in the "Application for Water Service"

**5.5 Pay Fees in Advance:** Tap fees and connection fees for connecting water lines must be paid in advance of issuance of Building Permit. At least seven 7 working days notice is required to the District prior to the date that a water tap can be

made.

**5.6 Notice of Tap Status:** A letter to Summit County may be sent by the District stating that water capacity is available provided that such capacity does in fact exist and provided the applicant has received architectural approval from the Ruby Ranch Owners Association. Notification that water capacity has been irrevocably reserved for a project may be sent after water tap and connection fees have been paid in full. This second notice is required prior to issuance of a building permit.

**5.7 Water Charges:** All permanent water service shall be metered. Current rates for water service are available in the "Application for Water Service

**5.8 Construction Water:** Commencing at the time a tap is purchased, unmetered water used for construction purposes only will be billed at the rate of one-half the minimum rate for water per month per unit. At such time as either unit in the building receives a certificate of occupancy, or at the end of six months, whichever comes sooner, both units in the building will begin paying the full minimum charge for water, or actual charges if meters are connected, regardless of whether or not a certificate of occupancy has been issued.

**5.9 Commence Charges.** Water service charges for buildings shall commence on the first of the month following the month during which a certificate of occupancy is issued or six months after the purchase of a tap, whichever occurs first.

**5.10 Deposit Required:** A deposit equivalent to two months estimated billing shall be charged all customers unless waived by the District.

**5.11 Meter Readings:** There shall be no charge for periodic meter readings within the District for regular billing. The District shall charge a fee for any final or special meter readings. See the "Application for Water Service" for current charges for any final or special meter reading.

**5.12 "Turn Off" Fee:** If services are discontinued at the request of the customer, or due to delinquency, a "turn off" fee will be charged, which will also cover a subsequent turning on of the same service. See the "Application for Water Service" for current fees.

**5.13 Penalty for "Unauthorized Turn On":** It shall be illegal for any person other than employees or officials of the District to turn on a water main service line. The District shall make charges of this violation in Court, and all costs relating thereto shall be paid by the violator.

**5.14 Change of Customer's Equipment or Service:** Prior to making any change in water service or meter installation, a customer shall file an amended application with the District at least forty-eight (48) hours prior to making the proper change.

**5.15 Quarterly Service Billing:** Statements for all metered water shall be rendered by the District on a quarterly basis in arrears. Bills will be mailed the same week of each quarterly period, and shall be payable within fifteen (15) days from date of statement. Charges for late payments shall be added to the quarterly bills. Other charges may be added to billing or invoiced separately.

**5.16 Delinquency penalties.** A five percent (5%) delinquency penalty per month shall be added to the unpaid balance of all water bills which have not been paid within thirty (30) days from the date of mailing. When such statements are ninety (90) days delinquent, they shall be declared "overdue" and a turn off notice shall be mailed by return receipt mail, advising that payment must be made within ten (10) days, or service will be disconnected.

**5.17 Lien on Property:** If payment is not made within ten (10) days of mailing of turn off notice, the Superintendent of the District shall be instructed to "turn off" the water service. The deposit for service, if any, shall be applied against the outstanding bill. Until paid, all rates, tolls, fees and charges shall constitute a first and perpetual lien on and against the property served, and any such lien may be foreclosed in the manner provided by the appropriate State law. The turn off

fees shall be among those fees which constitute a first and perpetual lien and they shall all be paid prior to the service being returned.

**5.18 Liability for Payment:** The property, the property owner, and the occupant are hereby deemed equally liable for charges of the District. The District assumes no responsibility hereby for any agreements between landlords and tenants, regardless of how made, or of the District having been notified of such agreements. The District will hold the water user, occupant, property owner and the property jointly liable for all charges appurtenant to water service at the address of use. Regardless of ownership, or of the failure of the District to collect tap charges at the time of the issuance of permits, or any other act or omission of the District, unpaid tap charges shall constitute a first and perpetual lien and may be foreclosed as is provided in paragraph 5.18.

**5.19 Penalties for Foreclosure Proceedings:** At any time it becomes necessary for the District, following efforts to collect tardy payments of any fee or charge assessed by the District under these rules and Regulations and/or Colorado law, to initiate foreclosure proceedings as allowed by C.R.S. Section 32-1-100I-(1)(j), the District shall in each such case assess a foreclosure fee against each unit on the property or, if no units exist, then against the subject property, in the amount of \$5,000 which fee shall be payable in full upon assessment and shall be included in the amount then being foreclosed. Payment of said foreclosure fee and any and all other fees outstanding against the subject property shall be a precondition to the resumption of service to that property.

## 6. RESPONSIBILITIES OF THE CUSTOMER

**6.1 Defective Meters:** It shall be the duty of all customers to notify the District office if their water meters are operating defectively. If the District has reason to believe a water meter is not functioning properly, it may proceed to repair or replace the meter, whether or not the District has received notice that the meter is defective.

**6.2 Customers Must Repair Service Lines:** Each customer shall be responsible for maintaining the entire length of his water service line from the main. Upon a leak or break in a service line, the District shall have the authority to immediately turn off water service as necessary to prevent depletion of water supplies. Leaks or breaks in the service lines shall be repaired by the customer within twenty-four (24) hours from the time of notification of such conditions by the District, or the District may proceed to repair the leak and charge the full cost to the customer, plus ten percent (10%).

**6.3 District Employees Prohibited from Private Property Plumbing:** Employees of the District are expressly forbidden to manipulate the stop and waste valve on private property beyond the mains, or do any other plumbing work whatsoever. It is expressly stipulated that the District will assume that every property is equipped with a stop and waste valve, and failure of any property owner to so equip his property will, under no circumstances, alter the liability of the District.

**6.4 Pressure Variations; Clear Curb Boxes:** it shall be the duty of all those connected to the water system to keep advised of varying pressures and conditions of service so as to properly protect their persons and property from injury by water furnished through the District's facilities. They shall also take note that there is no waste-way in the shut-off at the curb box, nor at the main, and that any water standing in the pipes when water is turned off at the meter shut-off or main will remain there unless drained out by the user by means of a stop or waste valve.

**6.5 Pressure Safety Devices:** All persons having boilers or other appliances on their premises depending on pressure of water in pipes, or on a continual supply of water, shall provide, at their own expense, suitable safety appliances to protect themselves and their property against a stoppage of water supply or loss of pressure.

**6.6 Pressure Reducing Valve Required:** All customers shall install and maintain a pressure reducing valve in the service line where it enters the building or other facility ahead of the water meter.

**6.7 Pressure Control Devices Mandatory:** Unless specifically waived by the Board, it is mandatory that all customers install and maintain a bladder-type pressure/storage tank and pump system at the water service entrance to each residential unit, and such other pressure control and boosting devices as may be required by the Board to assure proper

pressure. A minimum storage of 100 gallons is required. Each storage tank shall be installed with a check valve to prevent water from flowing back into the water system from the pressure storage tank. This tank shall be installed after the water meter and before any exterior faucets and service lines.

**6.8 Pools:** The District shall be notified before swimming pools, tubs or other devices holding more than 100 gallons of water are to be drained or filled. The Superintendent or authorized District representative shall make arrangements for such operations, depending upon conditions of the water system, and shall set the date and hours these operations may be accomplished.

**6.9 Horse Troughs:** Troughs may not exceed 50 gallons of water in size and shall be equipped with proper float shut-off valves, service line shut-off valve, service line insulation and thermostatically controlled heaters for service lines and floats as may be approved by the Board.

**6.10 Watering of Lawns and Vegetation, Exterior Uses:** The domestic system for Filings 1 and 2 are not designed to include watering of lawns or vegetation on a continuing basis from hoses or sprinkler systems, and these activities will not be permitted. Water conservation practices may be set by the Board as necessary, and may ban the use of treated water for any use except interior domestic consumption.

**6.11 Possession of Valve Shut-Off Keys Unlawful:** It shall be unlawful for any person other than authorized personnel to have in their possession a valve shut-off key, and any law enforcement officer or authorized District or Fire Department representative is hereby authorized to confiscate any valve shut-off key found in the possession of unauthorized persons.

**6.12 Damage Unlawful:** No unauthorized person shall maliciously, willfully, or negligently, break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is part of the water works, including fire hydrants. Any person violating this provision shall be subject to immediate arrest and prosecution.

**6.13 Prosecution and Payment.** Any person who shall continue any violation of these Rules and Regulations shall be charged, and upon conviction thereof, shall be fined in an amount as established by the courts for each violation. Any person violating any of the provisions of these Rules and Regulations shall become liable to the Board for any expense, loss or damage occasioned by reason of such violation.

## **7. ROADS**

**7.1 Repair, Maintenance, Snow Plowing and Sanding:** The District may, subject to the conditions of this section, and as conditions and financial ability permit, repair, maintain, snow plow and sand roads and access roads as platted within Filings 1 and 2 of the Ruby Ranch. In the case of access roads, this activity is conditional upon the owner of the property at the terminal end of the access road providing an area sufficient for the turn-around of the snow plow equipment. The size and location of the turn-around area is at the sole discretion of the Superintendent of the District.

Any access roads which the District may maintain shall be kept as one-lane access roads only.

**7.2 Snow-stacking Areas Required:** All lot owners whose property is crossed or accessed by access roads are required to provide snow stacking areas as necessary.

## **B. OUTSIDE DISTRICT AREAS**

**8.1 Inclusion in the District:** Water service will be furnished only to persons whose property is included within and subject to the Rules and Regulations and taxation by the District, unless authorized by a specific contract for service outside the District. It shall be incumbent upon the applicant to furnish satisfactory evidence of inclusion whenever such evidence is requested by the District. Satisfactory evidence shall consist of tax receipt, or certification in lieu thereof, of the inclusion proceeding.

**8.2 Inclusion Procedure:** A formal request for inclusion in the District shall be made by the applicant to the District,

accompanied by a non-refundable estimated payment for legal fees and the estimated costs of publication. Additional costs which may occur shall be paid prior to approval from the Board. Any overpayment shall be refunded upon conclusion of the inclusion proceeding. A person who desires service for land he owns within or outside the exterior boundaries of the District must include all of his land contiguous to the parcel for which service is desired unless the District permits otherwise.

**8.3 Service Outside the District:** The District may, if it seems advantageous to the District, furnish water service to properties located outside the boundaries of the District, but under no circumstances, shall the District construct any water mains at its own expense to service such properties.

**8.4 Charges for Outside Service:** Charges for furnishing water service outside of the District shall be at the discretion of the Board of Directors, but no service shall be furnished to properties outside of the District unless the charge therefor equals at least the cost of service, plus the estimated Property Tax Revenue for which such property would be responsible if it were a part of the District.

**8.5 Rules and Regulations Apply:** These Rules and Regulations shall be applicable to all property owners outside the District who are furnished water service by the District, and no connection to the District's water mains shall be permitted until the property owner shall have agreed to abide by the Rules and Regulations, provided, however, that the Board of Directors, in its discretion, may charge a higher connection fee, inspection fee and user fee for properties not located within the District.

**8.6 Outside Service Revocable:** In every case where the District furnished water service to properties outside the District, such service shall be considered a revocable license. The District reserves the right to discontinue the service when, in the judgment of the Board of Directors, it is in the best interest of the District to do so.

## **WBMD Board Candidate Bios**

May 27, 2026

To the WBMD Board of Directors:

I am applying for the interim board position to be discussed at your upcoming meeting.

I hope to bring my finance and investment expertise, operating skills, and passion for the lifestyle at Ruby Ranch to add value to the board. I have worked well with the board recently as we collaborated to bring horses to the ranch. We found a solution that added value to homeowners while considering the interests and goals of the board. I will continue to pursue that path of improvement through cooperation.

My wife and I have been residents of Ruby Ranch for just over a year and have worked to understand the workings of the ranch and integrate into the community. We have a long-term commitment to this beautiful place.

I am a university finance professor, and I have 35 years of experience in the asset management industry, including evaluating business operations and strategies across a wide range of industries. I also founded a successful asset management firm, where I oversaw its operations and finances, before recently selling my stake. I will bring these analytical, operational, and financial skills to the board to help make decisions that increase the enjoyment and value of Ruby Ranch for all homeowners.

I hope you will consider my commitment, my skill set, and my ability to work well with existing board members as strong qualifications for the interim board seat.

Sincerely,

Adam Schor

### **WBMD Board Candidate Bios**

**Mathew Sherwood** has been a Ruby Ranch resident since 2014 and previously served on the Willow Brook Metro District Board from 2016–2025. During his service, he helped develop and finance the District’s water system replacement program, securing low-cost SRF financing, and led the planning and implementation of the community gate replacement project. Professionally, he is CEO and co-founder of Indication BioScience and brings more than 20 years of experience in project management, budgeting, financing, and organizational leadership. He is committed to maintaining District infrastructure, protecting property values, and ensuring efficient, responsible governance.