

**WILLOW BROOK METROPOLITAN DISTRICT
REGULAR MEETING AGENDA**

<u>Board of Directors</u>	<u>Office:</u>	<u>Term Expiration</u>
EJ Olbright	President	May 2023
Mat Sherwood	Vice President	May 2025
Michael Good	Secretary	May 2025
Randy Lewis	Director	May 2023
Jim Hahn	Director	May 2023

DISTRICT INFORMATION AND PUBLIC DOCUMENTS ARE POSTED ON THE DISTRICT'S WEBSITE AT: willowbrookmd.colorado.gov

DATE: Friday, February 17, 2023

TIME: 2:30 PM

**PLACE: VIRTUAL MEETING AND IN-PERSON MEETING AT
THE GATE HOUSE, 524 Ruby Road, Silverthorne, Colorado**

Join Zoom Meeting

<https://us06web.zoom.us/j/81019654739?pwd=Z1NGc1VyVS9EUIM4Q1dSemptOTFYQT09>

Meeting ID: 810 1965 4739

Passcode: 822582

One tap mobile

+17207072699,,81019654739# US (Denver)

+17193594580,,81019654739# US

Dial by your location

+1 720 707 2699 US (Denver)

+1 719 359 4580 US

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

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Formal actions may be taken on one or more of the following items on the agenda.

- I. ADMINISTRATIVE MATTERS
 - A. Call to Order
 - B. Present Disclosures of Potential Conflicts of Interest
 - C. Solicit Public Comment (for non-agenda items – 3 minute time limit)
 - D. Approval of Agenda
 - E. Review and Approve Minutes of the December 2, 2022 Meeting (enclosure)
Motion by Director _____ to approve the minutes as presented. Upon second by Director _____, vote is taken.

II. ELECTION APPROVED PROJECTS

- A. Mail Box Project Update
- B. Trash Enclosure Project Update

III. FINANCIAL/ADMINISTRATIVE ITEMS

- A. Consider Approval and Ratification of Claims (enclosure)
Motion by Director _____ to approve/ratify claims as presented. Upon second by Director _____, vote is taken.
- B. Approve Well Easement Payment
- C. Review Financial Statements for the Period Ended January 31, 2023 and Cash Position for the Period Ended February __, 2023 (enclosures)
Motion by Director _____ to accept financial statements as presented. Upon second by Director _____, vote is taken.

IV. WATER SYSTEM UPDATE

- A. GWUDI Assessment Update – Groundwater Testing - Plummer

V. PROJECT UPDATES

- A. Meter Installation Project
- B. Other Projects

VI. DIRECTORS' ITEMS

- 1.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Motion by Director _____ to adjourn. Upon second by Director _____, vote is taken.

The next regular meeting of the Board of Directors of the Willow Brook Metropolitan District will be held on April 21, 2023. Notice of said meeting will be provided prior to the meeting.

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE WILLOW BROOK METROPOLITAN DISTRICT HELD DECEMBER 2, 2022

ATTENDANCE:

The special meeting of the Board of Directors of the Willow Brook Metropolitan District was called and held on Friday, December 2, 2022, at 2:30 p.m. 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:

EJ Olbright, President
Mat Sherwood, Vice President
Michael Good, Secretary
Randy Lewis, Director
Vacant

Others in attendance:

Sue Blair and Marcos Pacheco; Community Resource Services of Colorado, LLC
Jim Nielsen, Ranch Manager
John Drake, Property Owner
Jim Hahn, Property Owner
Don Samuels, property owner

CALL TO ORDER:

Director Olbright noted that a quorum of the Board was present, and the meeting was called to order at 2:33 p.m.

DISCLOSURE OF CONFLICTS OF INTEREST:

Director Olbright inquired whether members of the Board had any conflicts of interest on matters coming before the Board to which there were none.

PUBLIC COMMENT

Mr. Samuels asked about Tract K and if an opinion has been provided by legal regarding land use. Ms. Blair stated it is still under review.

APPROVAL OF AGENDA:

Director Lewis moved that the Board amend the agenda to add ratification of the contract amendment on the GWUDI project. Upon a second by Director Olbright, a vote was taken, and the motion carried unanimously.

MINUTES:

The Board reviewed the minutes of the September 2, 2022, meeting. Director Good motioned to approve the minutes as presented. Upon

RECORD OF PROCEEDINGS

second by Director Sherwood, vote was taken, and the motion carried unanimously.

BOARD VACANCY/ APPOINTMENT

Director Lewis introduced Mr. Hahn, a property owner within the District who is interested in being appointed to the Board. Director Lewis noted that with Mr. Hahn's financial background he would be a valuable member of the Board. Director Lewis motioned to appoint Mr. Hahn to the Board. Upon second by Director Sherwood, vote was taken, and the motion carried unanimously. Ms. Blair administered his Oath of Office, which will be filed with DOLA, the county clerk, and the District Court.

RANCH MANAGER'S REPORT:

Mr. Nielsen presented the Ranch Manager's report. Snow removal has been ongoing. The projects that are still in process are fencing, drilling, and culverts.

ELECTION APPROVED PROJECTS:

Director Olbright updated the Board stating that the Andersons have volunteered their architectural services for the design of the mailbox and trash enclosure projects. Presentation of design blueprints will be reviewed at a future meeting of the Board. The tentative start date of the project will be sometime in April.

FINANCIALS:

Consider Ratification and Approval of Payment of Claims: Upon motion duly made, seconded and unanimously carried, the Board approved the claims as presented. Ratification of prior claims will be at the next meeting of the Board.

Review Financial Statements for the Period Ended November 30, 2022, and Cash Position for the Period Ended November 29, 2022:

Ms. Blair presented the financial statements and cash position to the Board. The Board accepted the financial statements as presented.

Discussion Regarding Fuel Reduction Project Loan:

Ms. Blair discussed the November election results and the new loan requirements. The prior loan with InBank will be paid in full, and the new loan amount will be \$150,000. The annual mill levy will be approximately 8 mills to cover annual det services. After further discussion Director Good moved to adopt the Resolution and Loan Agreement as presented. Upon second by Director Olbright, vote was taken, and motion carried unanimously.

RECORD OF PROCEEDINGS

Public Hearing on the 2023 Budget: Ms. Blair reported that proper publication had been made to allow the Board to conduct the public hearing. President Olbright opened the public hearing on the 2023 budget. Ms. Blair reviewed the budget with the Board in detail. There were no questions from the public and the public hearing was closed. Director Lewis moved to adopt 2023 budget as discussed at today's public hearing. Upon second by Director Sherwood, vote was taken and motion carried unanimously.

WATER SYSTEM UPDATE:

GWUDI: Director Sherwood motioned to ratify the agreement with Plummer in the amount of \$9,250. Upon second by Director Lewis, vote was taken and motion carried unanimously.

Director Sherwood motioned to ratify the amended agreement with Plumber the amount of \$15,517. Upon second by Director Lewis vote, was taken and motion carried unanimously.

Required Treatment: The Board discussed water rates with David Robbins and usage from the Town of Silverthorne. There was extensive discussion on the work that has been completed and the potential costs of obtaining water from the Town of Silverthorne.

Well Drilling: Director Olbright updated the Board on the drilling date and that the District is waiting on the contractors.

PROJECT UPDATES:

Meter Installation: Director Sherwood reported that the cost of meter pricing has stayed relatively even. The Board will evaluate their rules and regulations and consider resident concerns regarding the purchase of meters.

DIRECTORS ITEMS:

Weed Management: The District plans to provide their contact for the weed spraying to each homeowner. At some point, the District needs to ensure all properties are mitigating their own weed issues. Jim Nielsen will talk with individual owners to perform this work. He encouraged the Owners Association to help push mitigation. John Drake agreed with the Board and appreciated the help.

Town of Silverthorne Projects: The Town expansion projects are the recreation center, Trent Park, and the Blue River trail, installation of traffic signals on Highway 9 and extending Adams Ave through Smith Ranch. The Town will also be adding affordable/workforce housing along Smith Ranch and Annie Rd. Director Olbright asked if one of the Board members would volunteer to monitor the Town progress.

RECORD OF PROCEEDINGS

Hay Harvesting: Ranch Manager will work with Leo Causland to enter into a contract for the 2023 haying season.

OTHER BUSINESS: There was none.

ADJOURNMENT: There being no further business to come before the Board, the meeting was adjourned at 3:53 p.m.

Respectfully submitted,

Secretary for the Meeting

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	10/20/2022
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Vendor Name

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
249	RKRINC	RKR INC	10/20/2022	INBANK	PMCHK00000518	\$82,474.00
Total Checks: 1						Total Amount of Checks: \$82,474.00

System: 10/28/2022 12:26:25 PM
 User Date: 10/28/2022

Willow Brook Metropolitan Dist
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 1
 User ID: jfinstad

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	10/27/2022
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Vendor Name

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
250	CELLGATE	CellGate	10/27/2022	INBANK	PMCHK00000519	\$383.55
255	COLUMN SOFTWARE	Column Software	10/27/2022	INBANK	PMCHK00000521	\$198.10
252	CRS	CRS	10/27/2022	INBANK	PMCHK00000522	\$10,413.55
251	DAHL ENVIR	Dahl Environmental	10/27/2022	INBANK	PMCHK00000519	\$460.00
254	RANDY LEWIS	Randel Lewis	10/27/2022	INBANK	PMCHK00000523	\$811.49
253	SDA	SDA	10/27/2022	INBANK	PMCHK00000522	\$375.00
E10.27.22	SPENCER	SpencerFane	10/27/2022	INBANK	PMCHK00000524	\$861.00
257	TRITON WIRELESS	Triton Wireless	10/27/2022	INBANK	PMCHK00000525	\$1,368.00
258	UNCC	UNCC	10/27/2022	INBANK	PMCHK00000525	\$18.20
256	VISION	Vision	10/27/2022	INBANK	PMCHK00000520	\$171.83
259	WATER SOLUTIONS	Water Solutions, Inc	10/27/2022	INBANK	PMCHK00000525	\$4,406.27
Total Checks: 11						Total Amount of Checks: \$19,466.99

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	11/22/2022
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Date

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
260	IMEG	IMEG	11/22/2022	INBANK	PMCHK00000526	\$180.00
261	CRS	CRS	11/22/2022	INBANK	PMCHK00000527	\$12,421.70
262	PLUMMER	Plummer Associates, Inc.	11/22/2022	INBANK	PMCHK00000528	\$2,105.00
263	WATER SOLUTIONS	Water Solutions, Inc	11/22/2022	INBANK	PMCHK00000529	\$4,042.71
264	COLUMN SOFTWARE	Column Software	11/22/2022	INBANK	PMCHK00000530	\$34.45
265	WAGNERRENTS	Wagner Rents	11/22/2022	INBANK	PMCHK00000531	\$305.50
266	KILGORE	Kilgore	11/22/2022	INBANK	PMCHK00000532	\$365.43
267	UNCC	UNCC	11/22/2022	INBANK	PMCHK00000533	\$74.10

Total Checks:	8				Total Amount of Checks:	\$19,528.89
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Willow Brook Metropolitan Dist
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	11/30/2022
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
EFT000000000001	CENTURYLINK	CENTURYLINK	11/30/2022	INBANK	PMCHK00000549	\$115.04
EFT000000000002	GOOGLE	Google	11/30/2022	INBANK	PMCHK00000549	\$132.00
EFT000000000003	IN BANK	INBANK	11/30/2022	INBANK	PMCHK00000549	\$4,026.55
EFT000000000004	SILVERTHORNE	TOWN OF SILVERTHORNE	11/30/2022	INBANK	PMCHK00000549	\$49.81
EFT000000000005	WASTEMGMT	WASTE MANAGEMENT	11/30/2022	INBANK	PMCHK00000549	\$1,745.47
EFT000000000006	XCEL	XCEL	11/30/2022	INBANK	PMCHK00000549	\$16.02

Total Checks:	6				Total Amount of Checks:	\$6,084.89
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Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	12/15/2022
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Vendor Name

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
12092022	GED	Golden Eagle Drilling	12/15/2022	INBANK	PMCHK00000534	\$23,750.00
Total Checks: 1						Total Amount of Checks: \$23,750.00

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	12/23/2022
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
268	CMMN	Colorado Mountain News Media	12/23/2022	INBANK	PMCHK00000536	\$31.83
269	STANMILLERINC	STAN MILLER, INC.	12/23/2022	INBANK	PMCHK00000536	\$42,219.92
270	SUMMITDAILYNEWS	Colorado Mountain News Media	12/23/2022	INBANK	PMCHK00000537	\$35.01
271	KILGORE	Kilgore	12/23/2022	INBANK	PMCHK00000538	\$305.11
272	MICHAEL GOOD	Michael Good	12/23/2022	INBANK	PMCHK00000538	\$194.14
273	UNCC	UNCC	12/23/2022	INBANK	PMCHK00000538	\$32.50
274	CRS	CRS	12/23/2022	INBANK	PMCHK00000539	\$12,882.52
275	COLOSPECDISPOOL	Colorado Special Districts Pro	12/23/2022	INBANK	PMCHK00000540	\$17,184.00
276	WATER SOLUTIONS	Water Solutions, Inc	12/23/2022	INBANK	PMCHK00000540	\$3,347.11
E12.23.22	SPENCER	SpencerFane	12/23/2022	INBANK	PMCHK00000541	\$1,642.00
Total Checks: 10						Total Amount of Checks: \$77,874.14

Willow Brook Metropolitan Dist
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	12/31/2022
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
EFT000000000007	CEBT PAYMENTS	CEBT Payments	12/31/2022	INBANK	PMCHK00000550	\$1,929.00
EFT000000000008	CENTURYLINK	CENTURYLINK	12/31/2022	INBANK	PMCHK00000550	\$115.04
EFT000000000009	GOOGLE	Google	12/31/2022	INBANK	PMCHK00000550	\$132.00
EFT000000000010	IN BANK	INBANK	12/31/2022	INBANK	PMCHK00000550	\$554.70
EFT000000000011	WASTEMGMT	WASTE MANAGEMENT	12/31/2022	INBANK	PMCHK00000550	\$1,808.62
EFT000000000012	XCEL	XCEL	12/31/2022	INBANK	PMCHK00000550	\$1,742.30

Total Checks:	6				Total Amount of Checks:	\$6,281.66
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Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	1/24/2023
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
1004	ARAPAHOE CLERK	Arapahoe Clerk/Recorder	1/24/2023	INBANK	PMCHK00000542	\$381.36
277	G&G SERVICES	G&G Services	1/24/2023	INBANK	PMCHK00000543	\$948.00
278	PLUMMER	Plummer Associates, Inc.	1/24/2023	INBANK	PMCHK00000544	\$5,108.75
279	CRS	CRS	1/24/2023	INBANK	PMCHK00000545	\$7,569.50
280	WATER SOLUTIONS	Water Solutions, Inc	1/24/2023	INBANK	PMCHK00000545	\$2,955.75
281	CELLGATE	CellGate	1/24/2023	INBANK	PMCHK00000546	\$383.55
282	KILGORE	Kilgore	1/24/2023	INBANK	PMCHK00000547	\$412.45
E1.24.23	SPENCER	SpencerFane	1/25/2023	INBANK	PMCHK00000548	\$94.00

Total Checks:	8			Total Amount of Checks:	\$17,853.36
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Willow Brook Metropolitan Dist
 VENDOR CHECK REGISTER REPORT
 Payables Management

Page: 1
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Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	1/31/2023
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
EFT000000000013	CEBT PAYMENTS	CEBT Payments	1/31/2023	INBANK	PMCHK00000551	\$1,994.00
EFT000000000014	CENTURYLINK	CENTURYLINK	1/31/2023	INBANK	PMCHK00000551	\$115.04
EFT000000000015	GOOGLE	Google	1/31/2023	INBANK	PMCHK00000551	\$137.02
EFT000000000016	IN BANK	INBANK	1/31/2023	INBANK	PMCHK00000551	\$3,423.18
EFT000000000017	WASTEMGMT	WASTE MANAGEMENT	1/31/2023	INBANK	PMCHK00000551	\$1,762.36
EFT000000000018	XCEL	XCEL	1/31/2023	INBANK	PMCHK00000551	\$1,063.01

Total Checks:	6				Total Amount of Checks:	\$8,494.61
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WILLOW BROOK METROPOLITAN DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
Budget vs Actual
For the One Month Ended January 31, 2023
With Comparative Amounts for the Year Ended December 31, 2022
Unaudited

	2022 Actual Cash Basis	2023 Budget Modified Accrual	YTD Actual Cash Basis	YTD Variance Over (Under)	Percent of Budget YTD 8%
REVENUES					
Conservation trust fund	\$ 544	\$ 300	\$ -	\$ (300)	0%
General fund reserve fees	24,015	33,000	4,852	(28,148)	15%
Grant funds - wildfire reduction	29,114	-	-	-	-
Interest	5,116	4,000	327	(3,673)	8%
Miscellaneous	304	-	34	34	-
Property taxes and abatements	324,434	296,954	-	(296,954)	0%
Specific ownership taxes	15,311	14,900	1,117	(13,783)	7%
Safety grant funds	2,094	-	-	-	-
Snow removal	16,199	18,000	5,000	(13,000)	28%
Stable/Meadow fees & deposits	500	1,000	-	(1,000)	0%
Trash service fees	11,532	12,100	1,809	(10,291)	15%
Unrealized gain/(loss)	(1,686)	-	6	6	-
Total revenues	427,477	380,254	13,145	(367,109)	3%
EXPENDITURES					
Administrative					
Audit	12,000	12,000	-	(12,000)	0%
County treasurer fees	16,042	14,848	-	(14,848)	0%
District management and accounting	68,352	80,000	4,746	(75,254)	6%
Election	6,979	10,000	50	(9,950)	1%
Insurance and SDA dues	28,688	12,000	-	(12,000)	0%
Legal	6,196	12,000	94	(11,906)	1%
Miscellaneous	3,742	4,000	482	(3,518)	12%
Signage design proposal	6,395	-	-	-	-
Trash removal	20,343	20,000	1,762	(18,238)	9%
Utilities	11,699	10,800	1,562	(9,238)	14%
Weeds	194	15,000	-	(15,000)	0%
Emergency reserve contribution (3%)	-	9,400	-	(9,400)	0%
Operations and maintenance					
Gate	3,570	1,000	26	(974)	3%
General maintenance	911	2,000	298	(1,702)	15%
Ranch manager					
Salary	70,616	60,750	6,750	(54,000)	11%
Payroll taxes	8,077	10,000	1,109	(8,891)	11%
Benefits (including bonus, less employee reim)	7,624	9,000	3,242	(5,758)	36%
Back-up support	-	4,350	-	(4,350)	0%
Irrigation					
Irrigation/meadow management	453	500	-	(500)	0%
Hay meadows and fencing					
Drag hay meadows	-	1,500	-	(1,500)	0%
Meadow fencing and repairs	-	500	-	(500)	0%
Rock removal/fill/compact	-	500	-	(500)	0%
Soil testing/treatment/drag/seed	-	500	-	(500)	0%
Weed spraying and rodent removal	-	2,000	-	(2,000)	0%
Roads					
Truck (including fuel)	9,789	10,000	3,310	(6,690)	33%
Road Improvements	37,011	10,000	-	(10,000)	0%
Roads - culverts	42,220	-	-	-	-
Equipment rental	5,005	5,000	-	(5,000)	0%
Snow plowing salt and sand	3,172	2,000	1,360	(640)	68%
Stable - equestrian center					
Barn remodel	2,625	-	-	-	-
Stable security	265	-	-	-	-
Replace compact fluorescents with bulbs	50	100	-	(100)	0%
Total expenditures	372,018	319,748	24,791	(294,957)	8%
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES					
	55,459	60,506	(11,646)	(72,152)	-19%
OTHER FINANCING (SOURCES) USES					
Transfer to water operations fund	(20,000)	-	-	-	0%
Transfer from road paving fund	73,852	18,917	-	(18,917)	0%
Total other financing sources (uses)	53,852	18,917	-	(18,917)	0%
NET CHANGE IN FUND BALANCE	109,311	\$ 79,423	(11,646)	\$ (91,069)	
BEGINNING FUND BALANCE	100,345		209,656		
ENDING FUND BALANCE	\$ 209,656		\$ 198,010		

WILLOW BROOK METROPOLITAN DISTRICT
CAPITAL PROJECTS FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
Budget vs Actual
For the One Month Ended January 31, 2023
With Comparative Amounts for the Year Ended December 31, 2022
Unaudited

	2022 Actual Cash Basis	Adopted 2023 Budget Modified Accrual	YTD Actual Cash Basis	YTD Variance Over (Under)	Percent of Budget YTD 8%
REVENUES					
Property taxes	\$ 120,876	\$ 248,129	\$ -	\$ (248,129)	0%
Specific ownership taxes	6,191	12,500	420	(12,080)	3%
Interest	19	-	-	-	0%
Grant	125,000	-	-	-	-
Total revenues	<u>252,086</u>	<u>260,629</u>	<u>420</u>	<u>(260,209)</u>	<u>0%</u>
EXPENDITURES					
County treasurer fees	6,045	12,406	-	(12,406)	0%
PRV connection of 2 systems	83,224	-	-	-	-
Fire reduction project	381,180	-	-	-	-
District management	9,531	-	-	-	-
Election	11,868	-	-	-	-
Legal	6,601	-	-	-	-
Loan costs	9,375	-	-	-	-
Mail box project	-	36,741	-	(36,741)	0%
Trash enclosure improvement	-	26,030	-	(26,030)	0%
Water system improvements	2,105	-	-	-	-
SRF loan principal	73,070	74,909	-	(74,909)	0%
SRF loan interest	40,498	38,660	-	(38,660)	0%
InBank loan #3 fuel reduction principal	323,000	120,000	-	(120,000)	0%
InBank loan #3 fuel reduction interest	5,984	15,647	-	(15,647)	0%
Total expenditures	<u>952,481</u>	<u>324,393</u>	<u>-</u>	<u>(324,393)</u>	<u>0%</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(700,395)</u>	<u>(63,764)</u>	<u>420</u>	<u>64,184</u>	<u>-1%</u>
OTHER FINANCING SOURCES					
InBank loan	473,000	-	-	-	-
Total other financing sources	<u>473,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
NET CHANGE IN FUND BALANCE	<u>(227,395)</u>	<u>\$ (63,764)</u>	<u>420</u>	<u>\$ 64,184</u>	
BEGINNING FUND BALANCE	263,431		<u>36,036</u>		
ENDING FUND BALANCE	<u>\$ 36,036</u>		<u>\$ 36,456</u>		

WILLOW BROOK METROPOLITAN DISTRICT
WATER UTILITY FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
Budget vs Actual
For the One Month Ended January 31, 2023
With Comparative Amounts for the Year Ended December 31, 2022
Unaudited

	2022 Actual Cash Basis	Adopted 2023 Budget Modified Accrual	YTD Actual Cash Basis	YTD Variance Over (Under)	Percent of Budget YTD 8%
REVENUES					
Project reserve fee (\$75/month)	\$ 35,526	\$ 49,500	\$ 7,286	\$ (42,214)	15%
Water service charges	65,624	125,618	7,370	(118,248)	6%
Miscellaneous	205	-	-	-	-
Total revenues	<u>101,355</u>	<u>175,118</u>	<u>14,656</u>	<u>(160,462)</u>	<u>8%</u>
EXPENDITURES					
Maintenance contract	31,367	30,900	2,653	(28,247)	9%
Quarterly tank inspections	-	1,500	-	(1,500)	0%
5-yr comprehensive tank inspection (annual)	-	1,300	-	(1,300)	0%
Annual backflow testing and reporting	-	1,340	-	(1,340)	0%
Lead and copper sampling	-	1,000	-	(1,000)	0%
Compliance sampling	-	1,000	-	(1,000)	0%
Monitoring plan	-	2,720	-	(2,720)	0%
Emergency response plan	-	340	-	(340)	0%
Backflow - Barn	1,414	1,500	-	(1,500)	0%
Initial BPCCC system survey	-	680	-	(680)	0%
Replace piping inside filing #1 well vault	-	15,000	5,109	(9,891)	34%
Ranch manager salary/benefits	-	24,275	-	(24,275)	0%
New meter installation	-	30,000	-	(30,000)	0%
Annual fire hydrant maintenance	720	750	-	(750)	0%
Repairs and maintenance	22,475	20,000	254	(19,746)	1%
Utilities - Town of Silverthorne	192	200	-	(200)	0%
Utility billing	20,928	15,000	2,773	(12,227)	18%
Water testing	574	2,500	49	(2,451)	2%
GWUDI assessment	-	16,000	-	(16,000)	0%
Water well evaluation/improvements	39,278	-	-	-	-
Total expenditures	<u>116,948</u>	<u>166,005</u>	<u>10,838</u>	<u>(155,167)</u>	<u>7%</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(15,593)</u>	<u>9,113</u>	<u>3,818</u>	<u>(5,295)</u>	<u>42%</u>
OTHER FINANCING SOURCES					
Transfer from general fund	20,000	-	-	-	-
Total other financing sources	<u>20,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	4,407	<u>\$ 9,113</u>	3,818	<u>\$ (5,295)</u>	
BEGINNING FUND BALANCE	<u>30</u>		<u>4,437</u>		
ENDING FUND BALANCE	<u>\$ 4,437</u>		<u>\$ 8,255</u>		

WILLOW BROOK METROPOLITAN DISTRICT
ROAD PAVING FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
Budget vs Actual
For the One Month Ended January 31, 2023
With Comparative Amounts for the Year Ended December 31, 2022
Unaudited

	2022 Actual Cash Basis	Adopted 2023 Budget Modified Accrual	YTD Actual Cash Basis	YTD Variance Over (Under)	Percent of Budget YTD 8%
REVENUES					
Property taxes - road paving	\$ 79,700	\$ 88,765	\$ -	\$ (88,765)	0%
Specific ownership taxes	3,527	4,500	277	(4,223)	6%
Interest	13	-	-	-	-
Total revenues	<u>83,240</u>	<u>93,265</u>	<u>277</u>	<u>(92,988)</u>	<u>0%</u>
EXPENDITURES					
County treasurer fees	3,986	4,439	-	(4,439)	0%
Loan payment principal	55,000	55,000	-	(55,000)	0%
Loan payment interest	17,631	15,400	-	(15,400)	0%
Total expenditures	<u>76,617</u>	<u>74,839</u>	<u>-</u>	<u>(74,839)</u>	<u>0%</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>6,623</u>	<u>18,426</u>	<u>277</u>	<u>(18,149)</u>	<u>2%</u>
OTHER FINANCING USES					
Transfer to general fund	(73,852)	(18,917)	-	18,917	-
Total other financing uses	<u>(73,852)</u>	<u>(18,917)</u>	<u>-</u>	<u>18,917</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>(67,229)</u>	<u>\$ (491)</u>	<u>277</u>	<u>\$ 768</u>	
BEGINNING FUND BALANCE	67,229		-		
ENDING FUND BALANCE	<u>\$ -</u>		<u>\$ 277</u>		

WILLOW BROOK METROPOLITAN DISTRICT
CASH POSITION
Year to Date (YTD) as of January 31, 2023
Adjusted as of February 10, 2023

Account Activity Item Description	InBank	INVESTMENT			TOTAL ALL ACCOUNTS
		ColoTrust Plus Average Monthly Yield 4.5569%		Colostrust Yield 4.1007%	
		General	CTF	Edge	
BEGINNING BANK BALANCE	\$ 243,716	\$ 77,531	\$ 1,178	\$ 5,560	\$ 327,985
YTD credits - Total deposits, wires and transfers	26,352	2,118	4	25	28,499
YTD debits - Total vouchers, wires and transfers	(98,293)	-	-	-	(98,293)
YTD bank balance	171,775	79,649	1,182	5,585	258,191
Less outstanding checks	(15,193)	-	-	-	(15,193)
Book balance at end of period - agrees to page 2 ending fund allocation	156,582	79,649	1,182	5,585	242,998
Less amount restricted for Conservation Trust Funds	-	-	(1,182)	-	(1,182)
UNRESTRICTED/UNALLOCATED BALANCE AT END OF PERIOD	156,582	79,649	-	5,585	241,816
Current period activity					
Deposits	152,886	-	-	-	152,886
Current payables	(15,187)	-	-	-	(15,187)
Auto payments - utilities	(3,473)	-	-	-	(3,473)
Transfers	(250,000)	250,000	-	-	-
Total current period adjustments	(115,774)	250,000	-	-	134,226
CURRENT UNRESTRICTED/UNALLOCATED BALANCE	\$ 40,808	\$ 329,649	\$ -	\$ 5,585	\$ 376,042

**WILLOW BROOK METROPOLITAN DISTRICT
FUND ALLOCATION OF AVAILABLE BALANCES
Year to Date (YTD) as of January 31, 2023**

Account Activity Item Description	General	Capital Projects	Water	Road Paving	Total All Funds
Beginning fund balances	\$ 209,656	\$ 36,036	\$ 4,437	\$ -	\$ 250,129
YTD DEPOSITS					
Conservation trust fund	-	-	-	-	-
General fund reserve fee	4,852	-	-	-	4,852
Grant funds - wildfire reduction	-	-	-	-	-
Interest	327	-	-	-	327
Miscellaneous	34	-	-	-	34
Project reserve fee	-	-	7,286	-	7,286
Property taxes	-	-	-	-	-
Specific ownership taxes	1,117	420	-	277	1,814
Safety grant funds	-	-	-	-	-
Snow removal	5,000	-	-	-	5,000
Stable/Meadow fees & deposits	-	-	-	-	-
Trash service fees	1,809	-	-	-	1,809
Unrealized loss	6	-	-	-	6
US Forestry grant	-	-	-	-	-
Water service charges	-	-	7,370	-	7,370
Total deposits	13,145	420	14,656	277	28,498
YTD total payables and transfers	(24,791)	-	(10,838)	-	(35,629)
OTHER FINANCING SOURCES					
Transfer (to) from other funds	-	-	-	-	-
Bank loan proceeds	-	-	-	-	-
Total other financing sources	-	-	-	-	-
YTD ending available fund balances	\$ 198,010	\$ 36,456	\$ 8,255	\$ 277	\$ 242,998

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