

**WILLOW BROOK METROPOLITAN DISTRICT  
MEETING NOTICE AND ATTENDANCE PROTOCOL  
DATED: JANUARY 17, 2020**

**Meeting Notice**

Public meeting posting requirements changed effective August 2, 2019:

On or after August 2, 2019, the District shall be deemed to have given full and timely notice of a public meeting if the District posts the notice, with specific agenda information if available, no less than 24 hours prior to holding the meeting on a public website of the District. The notice must be accessible at no charge to the public. The District shall, to the extent possible, make the notices searchable by type of meeting, date and time of meeting, agenda contents, and any other category deemed appropriate by the District. The District provides notice on a website and may in its discretion also post a notice by any other means but is not required to do so. The District Board has requested that the notice be sent to each person registered in rrgeneral (the Ruby Ranch Owners email) to provide additional notice. In the event the District is unable to post the required meeting notice on the website due to a power failure, etc., the physical posting location for the District is: The Gate House, 524 Ruby Road, Silverthorne, Colorado.

District website	District information available at: <a href="http://www.rubyranch.com/WBMD/">www.rubyranch.com/WBMD/</a>  Also, the District is currently building a governmental-based website through SIPA. It should be live in February or March, 2020
Time and place designated for regular board meetings (Pursuant to §32-1-903, C.R.S.)	January 17, March 20, May 15, June 19, July 17, August 21, September 18, October 16, November 20, December 18 at 3:30 p.m. at The Gate House, 524 Ruby Road, Silverthorne, Colorado.
Posting place designated for meeting notice (Pursuant to §24-6-402(2)(c), C.R.S.)	In the event the District is unable to post the required meeting notice on the website due to a power failure, etc., the physical posting location for the Willow Brook Metropolitan District is: The Gate House, 524 Ruby Road, Silverthorne, CO.

**Meeting Attendance**

Interested parties may join Board meetings using Zoom Meeting. The login information is provided on the meeting agenda. If you are joining the call, please:

- Announce yourself during meeting attendance
- After roll call, please be sure to mute your phone
- Announce yourself when addressing the Board