

# WOODMOOR IMPROVEMENT ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

April 24, 2019

EXECUTIVE SESSION- 6:00pm – 6:55pm

### BOARD MEETING –

1. Call to Order- Bush called the meeting to order at 7:00pm.

Board members present: Brian Bush (President), Peter Bille (Vice-President), Bert Jean (Secretary/Director of Community Outreach), Rich Wretschko (Director of Common Areas), Ed Miller (Director of Forestry), Brad Gleason (Director of Public Safety), and Per Suhr (Director of Architectural Control).

Board members absent: Lee Hanson (Treasurer) and Tom Smith (Director of Covenants).

Staff in attendance: Denise Cagliari (HOA Administrator) and Kevin Nielsen (WPS Chief).

Visitors present: Two (2), including one (1) OCN reporter.

Prior to moving on with the agenda, Bush thanked Bille for helping out while he was on vacation and during his absence due to surgery.

2. Approval of Agenda- Bush asked if there were any changes to the agenda. There were none. Bille moved to approve the agenda, seconded by Wretschko. The motion carried unanimously.

3. Approval of Prior Meeting Minutes- Bush asked if there were any changes or corrections necessary to the March 27, 2019 Board Meeting minutes. There were none. A motion to approve the March 27, 2019 Board Meeting minutes was made by Bille, seconded by Gleason. The motion carried unanimously.

4. Owner Comments- There were none.

### Reports

#### 5. Vice-President's Report-

Bille reported the following:

- We discovered that our IT company was charging sales tax on their services. After it was brought to their attention, they have corrected the problem.

#### 6. Secretary/Director of Community Outreach-

Jean had nothing to report.

#### 7. Treasurer's Report-

For Hanson (absent), Cagliari reported the following:

- We have 203 unpaid accounts as of today. Notices will be mailed May 1<sup>st</sup> giving the resident until May 15<sup>th</sup> to pay the outstanding amount, make payment arrangements, or a \$300 fee will be added to their account to file and remove a lien.
- WIA is currently running about 2.5% under budget on expenses for the year.

#### 8. HOA Administrator's Report-

Cagliari reported the following:

- The next newsletter will go out the first week of June. Reminder to be thinking about articles. The deadline will be May 24<sup>th</sup> at end of business.
- Reminder that the May Board meeting will be Wednesday, May 22<sup>nd</sup>, as there are 5 Wednesdays in May.

- We are waiting to hear of available dates for Chipping Days at either Lewis Palmer Middle School or Lewis Palmer High School. Dates will be published on the website and through an email blast as soon as they are confirmed.

#### 9. Director of Covenant's Report-

For Smith (absent), Cagliari reported the following:

- There were 5 violations in March – 3 verified and 2 unfounded. Due to the “bomb cyclone”, not much was reported.
- There were 14 HOA inspections performed, with two violations for No ACC approval for project.
- There were no hearings in April.
- There will be no Covenant Hearings in May.

#### 10. Director of Public Safety's Report-

Gleason reported the following:

- All WPS Officers are in the process of their CPR and First Aid training, which should be completed by the first week of May.
- Quarterly firearms qualification training has been scheduled.
- The annual road survey will start the week of the 29<sup>th</sup>. WPS evaluates the condition of every road within Woodmoor and presents the results to El Paso County Department of Public Works.
- New signs for the banner boards have been ordered. We hope to have them installed the first week of May.

#### 11. Director of Architectural Control's Report-

Suhr reported the following:

- There were twenty-eight (28) projects submitted in March. Twenty-two (22) were approved by the ACC Administrator, and the other six (6) were approved by the ACC Committee, resulting in at 100% approval rate for the year.

#### 12. Director of Forestry's Report-

Miller reported the following:

- There was one (1) Firewise evaluation performed in March.
- We've had a high call volume. The Ready-Set-Go grant was turned down.
- We have applied for a grant through the State Forest Service for \$250k over three years. It will be for 2020 through 2022. We are looking into creating a fuel break along Woodmoor Drive.
- We will be sponsoring a Fire Preparedness Day on June 5<sup>th</sup> from 3 to 6 pm.
- We will be installing fire danger signs on our banner boards that will be updated daily.

#### 13. Director of Common Areas' Report-

Wretschko reported the following:

- The front flower gardens will be planted in mid-May. The fountain in front of the office will be replaced.
- Pikes Peak Regional Building Department should be issuing the permit soon for the WPS addition.
- Noxious weed spraying is scheduled to start in May. It is dependent on wind and moisture conditions. Roundup weed killer is NOT used on WIA Common Areas.
- Two trees there were downed in the “bomb cyclone” have been removed from Deer Creek Park common area.
- The mowing contract is being finalized. Mowing will begin in early June based on moisture conditions and contractor schedule.
- As mentioned previously, fire danger signs have been ordered and should arrive in early May for installation on the banner boards.

#### 16. President's Report-

There was nothing to report.

#### Old Business

None

**New Business**

None

Bush adjourned the meeting at 7:16pm.

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Elbert Jean, Secretary

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Date