

WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

September 25, 2019

EXECUTIVE SESSION- 6:00pm – 6:59pm

There was one (1) legal matter and two (2) personnel matters discussed.

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), Lee Hanson (Treasurer), Rich Wretschko (Director of Common Areas), Ed Miller (Director of Forestry), Brad Gleason (Director of Public Safety), Tom Smith (Director of Covenants), and Per Suhr (Director of Architectural Control).

Board members absent: Bert Jean (Secretary/Director of Community Outreach).

Staff in attendance: Denise Cagliari (HOA Administrator) Kevin Nielsen (WPS Chief), Matthew Nelson (Covenants/Forestry Administrator).

Visitors present: Six (6), including one (1) OCN reporter.

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

3. Approval of Prior Meeting Minutes- Bush asked if there were any changes or corrections necessary to the August 28, 2019 Board Meeting minutes. There were none. A motion to approve the August 28, 2019 Board Meeting minutes was made by Suhr seconded by Hanson. The motion carried unanimously.

4. Owner Comments- One resident addressed the Board regarding information for the upcoming D38 school bond election. She answered a few questions that were posed by the Board.

Reports

5. Vice-President's Report-

Bille had nothing to report.

6. Secretary/Director of Community Outreach-

For Jean (absent) Bush reported the following:

- WIA will be announcing the requirements to submit for the five (5) \$1,000 scholarships that were approved by the Board at the August 28, 2019 Board meeting. The announcement will come out in the next few months.

7. Treasurer's Report-

Hanson reported the following:

- WIA is in very good shape, as we are running under budget.
- There were 20 liens filed against residents in August that had not paid their dues.
- The Board will be working on the 2020 budget over the next month.

8. HOA Administrator's Report-

Cagliari reported the following:

- The October Covenant Hearings will be moved to October 16, 2019, as Matthew will be out-of-state for training on October 9, 2019.
- The October Board meeting is Wednesday, October 23, 2019.
- The deadline to submit nominations for the three (3) open Board positions is November 30, 2019.

9. Director of Covenant's Report-

Smith reported the following:

- There were 43 violations in August. 18 complaints were unfounded. There were 14 HOA checks performed, resulting in one ACC application for no prior approval for a project.
- There were two hearings in August, which resulted in no fines being assessed.
- There have been 175 tall grass/weed notices delivered, with more to be delivered in the next few days.
- There are 4 Covenant Hearings scheduled in October. Hearings will be October 16th. Attendees will be: Smith, Bush, Wretschko, Miller, Hanson, Gleason, and Bille.

10. Director of Public Safety's Report-

Gleason reported the following:

- Over the past 10 days, approximately 200 letters for tall grass/weeds were hand-delivered by WPS. Most residents were receptive, but there were a few complaints. Most complaints were from residents who did not answer the door, so they had no direct interaction with WPS.
- Nielsen will be attending an SRTS (Safe Routes to School) Update meeting on September 27, 2019. He will give an update on the status at the next Board meeting.
- The new radios have been ordered and the accessories have been received. WPS will still need to have the radios programmed, and the officers will need training on the system.

11. Director of Architectural Control's Report-

Suhr reported the following:

- There were 73 projects submitted in August. 73 total projects were approved; 59 were approved by Bob. Most projects submitted to the ACC were for sheds and decks.

12. Director of Forestry's Report-

Miller reported the following:

- There were 4 Forestry/Firewise visits in August, with one additional case of MPB noted.
- We are looking at the possibility of recognizing residents doing mitigation. More to come.

13. Director of Common Areas' Report-

Wretschko reported the following:

- The new WPS addition continues to make progress. We hope to be able to move WPS into their new space by the end of October.
- Seal coating of the WIA/Barn parking lot has been started. It will be completed early next week.
- Sometime after October 15th, the sprinkler system will be shut down for the season.
- The second mowing of the Common Areas was started and will be done primarily on the weekends.
- Firewise tree mitigation in the Common Areas is scheduled to continue in October at The Marsh, The Pointe, The Meadows, and Piney Trail.

14. President's Report-

Bush reported the following:

- The parking lot that has been done looks great.
- Please be aware that the bears are getting ready for hibernation, so keep your bird feeders and trash cans put away.
- In reference to the tall grass letters, we commend the residents who maintain their properties. This helps with fire mitigation, as well as the overall look and feel of the community.

Old Business

None

New Business

15. **Motion:** Gleason made a motion to approve the addition of a Reporting Requirements Addendum to the Employee Handbook. Suhr seconded the motion. Motion passed unanimously.

Bush adjourned the meeting at 7:29pm.