

WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

October 23, 2019

EXECUTIVE SESSION- 6:05pm – 6:50pm

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

BOARD MEETING –

1. Call to Order- Bush called the meeting to order at 6:55pm.

Board members present: Brian Bush (President), Peter Bille (Vice-President), Rich Wretschko (Director of Common Areas), Ed Miller (Director of Forestry), Brad Gleason (Director of Public Safety), and Tom Smith (Director of Covenants).

Board members absent: Bert Jean (Secretary/Director of Community Outreach), Per Suhr (Director of Architectural Control), and Lee Hanson (Treasurer).

Staff in attendance: Denise Cagliari (HOA Administrator) Kevin Nielsen (WPS Chief), Matthew Nelson (Covenants/Forestry Administrator), Bob Pearsall (ACC/Common Area Administrator), Officer Justin Gates, and Officer Karl Schill.

Visitors present: Two (2), 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 September 25, 2019 Board Meeting minutes. There were none. A motion to approve the September 25, 2019 Board Meeting minutes was made by Miller seconded by Wretschko. The motion carried unanimously.

4. Owner Comments- One resident addressed the Board reminding everyone to vote in the upcoming election.

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 has been experiencing a problem with email (incoming/outgoing). It is repaired now. If you sent something and did not receive a reply from a WIA/WPS employee directly, please resend.

7. Treasurer's Report-

For Hanson (absent) Bush reported the following:

- Expenses are below budget, and we are doing well.
- We are starting the 2020 budget cycle.
- The Board will be voting on the 2020 budget in November.

8. HOA Administrator's Report-

Cagliari reported the following:

- November Board meeting will be Wednesday, November 20th, due to the Thanksgiving holiday.
- Board nominations are due by November 30, 2019.
- As Bush noted in the Secretary's report, the WIA email server has not been functioning properly since earlier this week. It appears to be repaired. Again, residents are encouraged to resend what they submitted if they did not receive a personal email.
- Deadline for articles for the December newsletter is Monday, November 25th.

9. Director of Covenant's Report-

Smith reported the following:

- There were 44 violations in September. 2 complaints were unfounded. There were 11 HOA checks performed, resulting in one ACC application for no prior approval for a project.
- There were five hearings in September, which resulted in one fine being assessed.
- There were 200 tall grass/weed letters delivered, and approximately 90% have complied.
- There are no Covenant Hearings scheduled in November; however, there is still time. Attendees will be: Smith, Bush, Wretschko, Miller, and Bille.

10. Director of Public Safety's Report-

Gleason reported the following:

- Reminder to residents having estate sales or if there is an advertised funeral to contact WPS for additional patrols. Unfortunately people watch for these types of situations to be advertised, so they can burglarize the affected homes.

11. Director of Architectural Control's Report-

For Suhr (absent) Pearsall reported the following:

- There were 76 projects submitted in September. 76 total projects were approved; 66 were approved by Bob. Most projects submitted to the ACC were for fences.

12. Director of Forestry's Report-

Miller reported the following:

- There were 2 Firewise visits in September.

13. Director of Common Areas' Report-

Wretschko reported the following:

- The new WPS addition is scheduled for final inspection on Monday, October 28th if all trim and punch work is completed. Upon final inspection, WPS can immediately occupy the space. Landscaping will be done in November/December as weather allows.
- Seal coating of the WIA/Barn parking lot was completed on October 2nd.
- Shut down and winterization of the sprinkler system was completed during the week of October 14th. There were no issues with the system, and water usage was down 85% from 2018 due to the programming modifications.
- The second mowing of the Common Areas is 95% complete.
- Firewise tree mitigation in the Common Areas is scheduled to continue in November at The Marsh, The Pointe, The Meadows, and Piney Trail. Weather conditions and contractor scheduling have delayed the remaining mitigation for 2019, but the work should be completed in November.

14. President's Report-

Bush had nothing to report.

At this time Director Brad Gleason and Chief Kevin Nielsen presented Officer Karl Schill with a Lifesaving Award and gift certificate. Officer Schill saved a woman's life on September 24, 2019 by performing CPR. He had previously been recognized by TLMFPD with a Lifesaving coin.

Old Business

None

New Business

15. **Motion:** Bille made a motion to instruct the WIA Attorney to proceed with a default judgement in relation to account #8332.121. Motion was seconded by Gleason. Motion passed unanimously.

Bush adjourned the meeting at 7:13pm.

Elbert Jean, Secretary

Date