

WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

November 20, 2019

EXECUTIVE SESSION- 6:00pm – 6:58pm

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 7:01pm.

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), Bert Jean (Secretary/Director of Community Outreach), Per Suhr (Director of Architectural Control), and Tom Smith (Director of Covenants).

Board members absent: Lee Hanson (Treasurer).

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

Visitors present: None

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

3. Approval of Prior Meeting Minutes- Bush asked if there were any changes or corrections necessary to the October 23, 2019 Board Meeting minutes. There were none. A motion to approve the October 23, 2019 Board Meeting minutes was made by Suhr, seconded by Wretschko. The motion carried unanimously.

4. Owner Comments- None

Reports

5. Vice-President's Report-

Bille had nothing to report.

6. Secretary/Director of Community Outreach-

Jean had nothing to report.

7. Treasurer's Report-

For Hanson (absent) Bush reported the following:

- Expenses are in line with budget

8. HOA Administrator's Report-

Cagliari reported the following:

- Construction will be starting at The Beach on Lake Woodmoor Drive.
- December newsletter article submission deadline is Monday, November 25th. December newsletter should be taken to the printer the first week of December. The electronic version will be available prior to the mailed copy.
- Deadline for nominations for the Board is November 30th.

9. Director of Covenant's Report-

Smith reported the following:

- Violations are slowing down. We were dealing with mowing issues until the snow came.
- There were 27 violations in October. Six were unfounded. There were 6 HOA checks, which resulted in 2 ACC applications for projects that were not previously approved.
- There were 5 hearings in October which resulted in 1 fine.
- There are no Covenant Hearings scheduled in December.

10. Director of Public Safety's Report-

Gleason reported the following:

- WPS has moved into their new offices, and it is working out great. Kevin is working on a punch list; however, they are very small issues which should be easily resolved. Most involve cleaning.
- WPS is still working with EPSO on finalizing the last piece of the puzzle for WPS to be on the radio system. Hopefully this will be resolved in the next couple weeks.
- WPS is working with the El Paso County Department of Public Works to install flashing school zone lights on Woodmoor Drive for LPMS. Flashing school zone lights should be placed 200 ft before school crosswalks, per the Federal Manual on Uniform Traffic Control Devices (MUTCD). Approximately one month ago, Public Works removed the flashing lights located in front of the school and installed signs where flashing lights should be placed. At a minimum, WPS is requesting they reinstall the flashing lights in the previous locations.
- Kevin will be on vacation for the Thanksgiving holiday and will return for duty on December 2nd.

11. Director of Architectural Control's Report-

Suhr reported the following:

- There were 60 projects submitted in October. 60 total projects were approved; 52 were approved by Bob. Most projects submitted to the ACC were for fences.

12. Director of Forestry's Report-

Miller reported the following:

- There was 1 Firewise, 1 General Thinning, and 1 Suspected MPB visits in October.
- WIA grant funding is available for residents that have an evaluation done and work completed before December 20th.
- New residents will be receiving letters offering free Forestry/Firewise visits.
- The Country Club at Woodmoor has been working on removing the dead trees on their property.

13. Director of Common Areas' Report-

Wretschko reported the following:

- Final inspection for the WPS addition was performed on November 14, 2019. A total of 37 inspections were performed on the addition from the beginning to completion. WPS has relocated into the new building. Estimates for tile, carpet, and paint in the old vacated WPS offices are now being solicited.
- Hard landscaping of the area outside the WPS addition will be completed by the end of the year, as the weather permits.
- Bids are being solicited for replacing carpet in the basement office area and stairs. Carpet replacement is scheduled this year as part of the reserve study. The current carpet is just over 10 years old.
- Common Area improvements are being performed at Greg's Pond, The Meadows, Wild Duck Pond, and Fairplay Way. All work should be completed by the end of November.
- Firewise tree mitigation of the Common Areas has begun at Piney Trail and The Point. Mitigation will also be performed at The Marsh and The Meadows. All scheduled mitigation should be completed by the first week of December. Note: The majority of WIA Common Area improvement work and firewise mitigation is scheduled during the late fall, winter and early spring in order to get better bid numbers from our contractors for work performed.

14. President's Report-

Bush had nothing to report.

Old Business

None

New Business

15. **Motion:** Bush made a motion to approve the 2020 budget, with a 1.6% increase in dues to \$260. Motion was seconded by Jean. Motion passed unanimously.

Wretschko presented the Board with some information about a GIS System that Forestry would like to have purchased for a maximum of no more than \$2,000. It will be used to more accurately map the WIA Common Areas, so that we can make updates to the Common Area maps that have not been updated since 2000. It will also be used to track work being

done on the Common Areas by contractors, such as scrub oak mitigation, etc. It could potentially also be used by WPS to present road survey information to El Paso County.

Motion: Suhr made a motion to purchase a GIS System with a not to exceed \$2,000 cap, seconded by Bush. Motion passed unanimously.

On a separate note, Nielsen thanked Matthew and Bob for helping WPS and others who were looking for a missing toddler. He was eventually located within the home.

Bush adjourned the meeting at 7:15pm.

Elbert Jean, Secretary

Date