

# WOODMOOR IMPROVEMENT ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

October 28, 2020

EXECUTIVE SESSION- 6:00pm – 6:50pm

### BOARD MEETING –

1. Call to Order- Bush called the meeting to order at 6:59pm.

Board members present: Brian Bush (President), Peter Bille (Vice-President), Connie Brown (Treasurer), Bert Jean (Director of Common Areas), Rick DePaiva (Secretary/Director of Community Outreach), Brad Gleason (Director of Public Safety), and Ed Miller (Director of Covenants).

Board members absent: Per Suhr (Director of Architectural Control) and Tom Smith (Director of Forestry).

Staff in attendance: Denise Cagliari (HOA Administrator), Kevin Nielsen (Chief of Woodmoor Public Safety), Matthew Nelson (Covenants/Forestry Administrator), and Bob Pearsall (Architectural Control/Common Area Administrator).

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

2. Approval of Agenda- Bush asked if there were any changes to the agenda. Brown moved to approve the agenda, seconded by Jean. The motion carried unanimously.

3. Approval of Prior Meeting Minutes- Bush asked if there were any changes or corrections necessary to the September 23, 2020 Board Meeting Minutes. There were none. A motion to approve the September 23, 2020 Board Meeting Minutes was made by DePaiva, seconded by Miller. The motion carried unanimously.

4. Owner Comments- A resident of The Dunes at Woodmoor was present to ask for assistance with the builder to remedy some construction issues with the home. He was instructed to work with Bob Pearsall to see if WIA could assist in any way.

### Reports

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

Bille reported the following:

- The computer systems are 5 ½ years old, and we are looking into the cost of replacing all of the computers.

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

DePaiva had nothing to report.

#### 7. Treasurer's Report-

Brown reported the following:

- We are currently working on the 2021 budget, which should be presented for approval at the November 18 Board meeting.
- 37 liens were filed for residents that had not paid their 2020 dues.

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

Cagliari reported the following:

- November Board meeting is Wednesday, November 18<sup>th</sup>, due to Thanksgiving.
- Deadline for nominations is November 16<sup>th</sup>. We currently have 3 nominees for the 3 open positions. All three are re-running from the current Board.
- December 4<sup>th</sup> will be the deadline for submitting articles for the December newsletter.

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

Miller reported the following:

- There were 40 covenant violations in September, with 4 unfounded complaints.
- There were 26 HOA inspections performed, with 4 violations resolved.
- There were 2 hearings in October. One hearing resulted in a \$5,000 fine being assessed for an open fire during a Stage 2 fire ban.
- There are currently 3 hearings scheduled for November.
- Due to November 11<sup>th</sup> being Veteran's Day, the Board chose to move the November Covenant Hearings to November 18<sup>th</sup> starting at 5:30pm, prior to the Board meeting.

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

Gleason reported the following:

- Work has started on the SRTS (Safe Routes to School). They are currently surveying and marking the location and designing the trail. Construction could start in the spring.
- WPS was invited to a First Responder Appreciation presentation at the Lewis Palmer District 38 Board meeting. It was to be held October 26<sup>th</sup>, but was postponed until November due to the snow storm.
- Tri-Lakes Fire Department responded to a grass fire in south Woodmoor caused by fireworks. There was a contractor working in the area that actually put the fire out prior to the fire department arrival. A witness saw unidentified kids running from the scene.

Bush asked Gleason and Nielsen to follow up with the County regarding the possible reinstallation of school traffic beacons on Woodmoor Drive by Lewis Palmer Middle School.

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

Pearsall reported the following for Suhr:

- There were 73 projects submitted in September. 61 were approved by the ACC Administrator, 8 were approved by the Architectural Control Committee, and 3 projects was disapproved.
- On September 9<sup>th</sup>, we passed the total number of projects submitted during all of 2019, with 631.

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

Nelson reported the following for Smith:

- There were 8 forestry and tree health visits in September.
- WIA is rolling out the \$245,000 grant for fire mitigation. Letters were sent to all intended primary recipients, and response has been positive.
- WIA also has \$4,500 in grants that are being offered to people in the non-grant target area. These will be awarded prior to the end of 2020.

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

Jean reported the following:

- The engineering/permitting phase of the Barn roof replacement project is complete. There is currently a delay in the roof truss production, but we hope to have trusses by November 10<sup>th</sup>.
- The shutdown and winterization of the sprinkler system was completed on October 26.
- Bids for replacement of the windows in the Barn and the offices immediately below have been received and a proposal has been drawn up. Window replacement will be funded out of the reserves.
- The second mow of the Common Areas was completed the week of October 12<sup>th</sup>.
- Tree and undergrowth mitigation of Greg's Pond Common Area was completed the week of October 2<sup>nd</sup>. Over 60 yards of biomass were removed from the Common Area.
- Scrub oak mitigation was completed at The Marsh during the week of October 12<sup>th</sup>. Grading of the trail, drainage corrections, and culvert installation were completed along with the installation of 1,900 linear feet of Class 6 road base 4" deep x 6' wide. Three new trailside benches have been ordered and will be installed in November.
- Seven new dog waste stations were installed at The Marsh, Twin Ponds, North Park, Toboggan Hill, The Meadows, and Fairplay Median (2) during the week of October 9<sup>th</sup>. A service contract with the station servicing company "The Scoop" started the following week. Each station is currently getting weekly emptying and servicing.

#### 14. President's Report-

Bush reported the following:

- He commended Jean and the staff on the work related to the trail, mitigation, and pet waste station installation.
- 2021 Budget approval will take place at the November 18 Board meeting.

#### Old Business

None

#### New Business

15. **Motion:** Jean made a motion to approve the replacement of the windows in the Barn and the offices immediately below with a Not to Exceed budget of \$17,500. The windows will be Anderson windows, with an R22 Energy Star rating. Bille seconded the motion. Motion passed unanimously.

**Motion:** Brown made a motion to appoint John Clark, who has attended the prerequisite three ACC meetings as a volunteer and has been unanimously recommended to the Board by the Architectural Control Committee (ACC) for membership on the ACC. Motion was seconded by Miller. Motion passed unanimously.

The meeting was adjourned at 7:33pm.

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Richard DePaiva, Secretary

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Date