

# WOODMOOR IMPROVEMENT ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

December 13, 2023

### 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), Brad Gleason (Director of Public Safety), Steve Cutler (Director of Common Areas), Ed Miller (Director of Architectural Control), Cindy Thrush (Director of Forestry), and Per Suhr (Director of Covenants).

Board members absent: Connie Brown (Treasurer) and Rick DePaiva (Secretary/Director of Community Outreach).

Staff in attendance: Denise Cagliari (HOA Manager), Kevin Nielsen (Chief of Woodmoor Public Safety), Justin Gates (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. There were none. Miller moved to approve the agenda, seconded by Cutler. The motion passed unanimously.

#### 3. Approval of Prior Meeting Minutes- Bush asked if there were any changes or corrections necessary to the November 15, 2023 Board Meeting minutes. There were no changes. Bille made a motion to approve the November 15, 2023 Board Meeting minutes. The motion was seconded by Suhr. Motion passed unanimously.

4. Owner Comments – Resident Jennifer Davis asked if WIA was going to count the ballots for the 2024 election. Bush informed her that WIA will be counting the ballots. She is welcome to observe. She also asked why the ACC meetings could not be seen on the calendar on the website. Cagliari explained that the calendar is for events in The Barn only, as the calendar widget cannot show events in The Barn and in the Conference Room. There is a separate schedule on the ACC page that has all of the meeting dates. Her last question was about the raptor poles on The Preserve, as she witnessed extreme winds on December 3<sup>rd</sup> that bent the raptor pole behind her home in half. Pearsall explained that we are on the contractor's schedule to get that pole and a few others removed that have been damaged.

### Reports

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

Bille reported the following:

- He has found that the Citizens Connect function on the County website works very well for road concerns.

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

There was nothing to report in DePaiva's absence.

#### 7. Treasurer's Report-

Bush reported the following in Brown's absence:

- WIA is running right on track. It is projected that we will have a \$25K-\$30K surplus at year end.

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

Cagliari reported the following:

- The new IT person is working with the cabling person, as we are getting things more organized in the IT room. They hope to get the cabling completed and the new systems in place before the end of the year.
- The 2024 dues invoices will be mailed out on December 15<sup>th</sup>.
- The Annual meeting will be January 29<sup>th</sup> at 7pm in The Barn.
- The Board Reorganization meeting will be January 31<sup>st</sup> at 7pm in The Barn.
- Ballots will be mailed out January 2<sup>nd</sup>.

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

Suhr reported the following:

- There were 15 total covenant related items in November, with no violations issued and 1 unfounded complaint.
- There were 9 issues resolved with a friendly email or letter, removing the need for formal violation notices.
- There was 1 HOA inspection performed.
- There were no hearings conducted in November or December.
- There are no hearings on the schedule at this time for January.

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

Gleason reported the following:

- This is the time of the year for porch pirates, so please bring your packages in as soon as possible or have them delivered to a pick-up location. Also keep your cars locked if they are parked outside.

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

Miller reported the following:

- There were 25 projects submitted in November. 17 were approved by the ACC Administrator and 7 were approved by the Architectural Control Committee. There was one project disapproved. There have been a total of 560 projects submitted, with 553 approved in 2023. This is a 98.8% approval of submitted projects for the year.

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

Thrush reported the following:

- There were 3 forestry, firewise, and grant visits in November.
- We are preparing the final packet for the SFA-WUI grant program. We have exhausted all funding. \$275,000 was reimbursed back to Woodmoor residents over the past couple of years. We are actively working with the State office to get additional funds into 2024. Thank you to all of those who participated and made this a very successful program!

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

Cutler reported the following:

- The toilet in the downstairs men's room is broken. It is anticipated to be repaired the week of December 11<sup>th</sup>.
- Firewise mitigation at the Point was completed the week of December 4<sup>th</sup>. 37 dead and/or dying trees were removed from the southwest portion of the Common Area.
- The new contractor for the dog waste station maintenance started on December 1<sup>st</sup>.

#### 14. President's Report-

Bush had nothing to report.

#### Old Business

None.

#### New Business

15. Mountain View Electric Association (MVEA) partners with local HOAs to sponsor a Holiday Lighting Contest. They offer a total of \$300 in bill credits to be split at the HOAs discretion. There will be three categories, and the winners of each category will receive a \$75 bill credit from MVEA. The second place winners in each category will receive a \$25 bill credit from MVEA. The winners will be submitted to MVEA directly. **Motion:** Cutler made a motion to approve WIA participating in the contest. The motion was seconded by Miller. The motion passed unanimously.

16. The Fairplay bench will be replaced as soon as the contractor is available. A new bench will be ordered, and the bill for the bench and installation costs will be submitted to USAA for reimbursement.

17. Nielsen updated the Board on the repairs to the Toyota. The suspension repairs are complete and the vehicle is back at the body shop for the body repairs to be done. It is too early to have an estimated return date.

18. Bush stated that there will not be a January Board meeting, due to the Annual meeting on January 29<sup>th</sup> and then the Board Reorganization meeting on January 31<sup>st</sup>.

19. Bush asked the Board to consider not paying for return postage on the ballot envelopes, which would save approximately \$2,000. **Motion:** Miller made a motion to not provide postage-paid envelopes with the ballots for 2024. The motion was seconded by Suhr. The motion passed unanimously.

20. Cutler advised the Board that Amber (WIA Administrative Assistant) had found a grant available to offset the costs of the noxious weed spraying on the WIA Common Areas. Cutler and Pearsall have been working together to complete the paperwork and submit to the State for consideration. It would be a 50/50 match for the noxious weed spraying of The Preserve. WIA is applying for \$9,075. The decision will be made in early February 2024 and the grants will be awarded at that time.

21. The ACC has recommended a change to the fencing regulations in the Project Design Standards Manual. The language submitted for approval is: "CEDAR SLIP BOARD FENCING; AN ALTERNATIVE TO CEDAR SPLIT RAIL OR DOWEL FENCING THAT COMBINES ELEMENTS OF A SPLIT RAIL FENCE AND A Paddock FENCE BUT WITHOUT THE USE OF METAL HARDWARE. THE SLIP BOARD SECTIONS FEATURE THREE (3) PRESSURE TREATED 1" X 6" X 11' LONG BOARDS THAT ARE SLIPPED THROUGH THE FENCING POSTS AT TEN (10) FOOT INTERVALS. RESIDENTS ARE PERMITTED TO ADD GALVANIZED 14 OR 16 GAUGE 2" X 4" WIRE MESH TO CONTAIN ANIMALS & CHILDREN". **Motion:** Miller made a motion to approve the language to be added to the PDSM. The motion was seconded by Bille. The motion passed unanimously.

22. A recommendation was made to the Board to increase the limit of vehicles allowed in a driveway or on an approved parking pad from three (3) to four (4) vehicles. The language submitted for approval is: "UP TO FOUR (4) CURRENTLY LICENSED MOTOR VEHICLES MAY BE PARKED IN THE RESIDENT'S DRIVEWAY. THIS RULE DOES NOT APPLY TO THE VEHICLES OF TEMPORARY GUESTS OR VISITORS". After discussion, and based on the State taking away an HOAs right to limit street parking, it seemed logical to increase the number of vehicles allowed in driveways. **Motion:** Miller made a motion to adopt the above language to the Rules & Regulations. The motion was seconded by Gleason. The motion passed unanimously.

At this time the Board excused the guests and went into Executive Session to discuss legal and personnel matters.

The meeting was adjourned at 8:46pm.

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Peter Bille, Vice President

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Date