

**MINUTES OF THE WOODMOOR IMPROVEMENT ASSOCIATION
BOARD OF DIRECTORS MEETING**

December 13, 2006

1. Hans Post Uiterweer, WIA President, called the meeting to order at 7:03 PM.

WIA Board Members present:	Hans Post Uiterweer	President
	James Woodman	Forestry
	Brian Osterholt	Public Safety
	Terry Holmes	Secretary
	George McFadden	Covenant Enforcement
	Allan McMullen	Common Areas

WIA Board Members Absent:	Betty Hutchinson	Treasurer
	Bill Walters	Vice-President
	Elizabeth Miller	Architectural Control

Staff in attendance:	Camilla Mottl	WIA Executive Director
	Kevin Nielsen	WPS Chief

Visitors present:	Chris Pollard	Our Community News
	Amy Smith	Resident
	Mike Oberle	Resident
	Steve Steffs	Resident
	Mrs. Steffs	Resident

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2. Approval of the Minutes: The October & November 2006 minutes were approved as written.
3. Hans Post Uiterweer welcomed all visitors to the meeting.
4. November 2006 Financial Report:
In Hutchinson's absence, Mottl gave the financial report for November 2006 and provided explanations for significant variances.

Old Business

5. Doewood Gate MOU:
Nielsen stated that the Memorandum of Understanding (MOU) has been signed and WPS is waiting to receive keys to the lock on Doewood gate. A key will be placed in each WPS vehicle and when directed by emergency personnel only, WPS will open gate. Procedures and training will be provided to each WPS

officer. Nielsen will check on placement of “Road Closed” signs on Doewood near Woodmoor Drive.

6. Toboggan Hill Signage:

Mottl gave thanks to Jane Rock Costanza for working so diligently with El Paso County and getting them to install new signs around the Toboggan Hill area.

7. Notification to Woodmoor Sellers:

Mottl reported that an article has been written that complies with SB100 and SB89 to serve as a notification to home sellers informing them of what they need to provide to buyers. McMullen wishes to revise the article. Once completed, the information will go into a future newsletter and be posted on the WIA website.

8. Update on Board of Director Candidates:

Holmes announced the four candidates running for the upcoming three vacant positions;

- i. Steve Malfatti
- ii. Gary Marner
- iii. Allan McMullen
- iv. Amy Smith

Amy Smith was in the audience and introduced. Mottl presented the draft proxy and secret ballot envelopes and explained how the new voting procedures comply with SB100 & SB89.

9. Possible Change of Monthly Meeting Date:

Holmes stated that one of the Director candidates would be unable to attend the Board meetings on the 3rd Wednesday if elected and asked if anyone would object to moving the meetings to the 2nd Wednesday. **Holmes moved to move the WIA Board of Directors meeting for February 2007 to the 2nd Wednesday of the month with subsequent meetings to be determined by the new Board. Seconded by Woodman. FOR: McFadden, Woodman, Osterholt, Holmes. Against: None. Abstained: Post, McMullen. Motion carried.**

10. SSI Resolution Language:

Holmes held a discussion on the OSSI Resolution that was passed at last month’s meeting and requested a change of language to better describe the original Resolution passed in 1998. Holmes handed out a revised Resolution for review and comment. **Holmes then moved to accept the Resolution as revised. Seconded by McFadden. FOR: McFadden, Holmes, Woodman, Osterholt, McMullen. AGAINST: None. Abstained: Post. Motion carried.**

11. SB100-80 Changes in Policies & Procedures, Rules & Regulations

Mottl presented an update on required changes to comply with SB100 & SB89. The new packets have been reviewed and approved by counsel. **McMullen moved that we pass the presented Resolution to amend Rules & Regulations I, II, III, IV making the Design Standards Part V. Seconded by Osterholt.**

FOR: McMullen, McFadden, Osterholt, Holmes, Woodman. AGAINST: None. Abstain: Post. Motion carried.

12. Employee Evaluation Procedures:

McFadden had sent out an email with attachments earlier in the day and requested that all Directors read the material as it will be an agenda item for January's meeting. Post requested that McFadden condense his materials prior to the meeting.

New Business

13. WPS Staffing Change:

Osterholt announce the resignation of WPS officer Claire Donovan and that WPS will be down to 6 officers beginning Friday, December 15th, which is equal to 1998 staffing levels. Nielsen reported that he has conducted some interviews and the process is still ongoing. Because some staff can't take time off, there will be some carry-over into next year. Nielsen reported that he is seeking to replace the officer's position (Donovan) and the Sergeant's positions will remain unfilled, but the title of Sergeant will be eliminated. During the 2007 Budget meeting, Directors made the decision to retain the 8th WPS position, but not fill it at this time unless circumstances warranted it.

14. Approval of 2007 Budget:

Woodman moved to approve the proposed 2007 Budget. McMullen seconded. FOR: McMullen, McFadden, Holmes, Woodman, Osterholt. AGAINST: None. ABSTAIN: Post

15. WPS Office Move / WIA Archive Move:

After some discussion, Post requested that the team of Osterholt, Nielsen, McMullen & Mottl prepare a written plan, including all costs, to be presented to the Board at January's meeting. Such plan is to be distributed to all Board members at least a week in advance of the meeting.

16. Traffic Surveys:

Holmes discussed the handout in Board packets that compared traffic at three locations in South Woodmoor before and after the installation of new stop signs. The comparison demonstrated an overall reduction in both traffic volume and speeds. Post suggested that Holmes send the report to County Commissioner Williams and El Paso County Director of Transportation, John McCarty.

17. Newcomer Packets/Postcards:

Mottl presented a draft postcard to be sent to all newcomers to Woodmoor providing numerous options for newcomers to receive more information. Osterholt suggested that WPS assist in delivering newcomer packets by appointment and that this option also be included on the postcard. The concept and additional text on the postcards was approved.

18. Attendance to January Hearings:

McFadden, Holmes, Post, Miller & Osterholt will preside at the January 3, 2007 hearings.

19. Presentations for Annual Meeting Due 1/12/07:

Post requested that all Directors send their Annual Meeting PowerPoint presentations to Mottl no later than January 12, 2007 and also to send them to all other Directors for review and comment. Mottl will consolidate the presentations and she will also inform the absent Directors of this request and due date.

20. Toboggan Hill Parking:

McMullen reported that he had three sites surveyed for new parking for the Toboggan Hill area, though the ground is too frozen to do any work this winter, McMullen will secure and present bids to the Board at January's meeting.

21. Proper Procedures for Acts of the Board:

McFadden gave a presentation on the proper procedures for acts of the Board according to the By-Laws. Highlights included no member has special authority, majority vote rules and record all acts.

22. High School Planning Committee:

Post reported that residents near the new high school site want WIA to be involved with the planning committee to mitigate negative effects to WIA. Issues such as fire, traffic, noise and the proposed emergency exit near Hunter's Run need to be monitored. Post volunteered to contact LPSD Board member, Gail Wilson to ask how we work together. Woodman recommended that all adjacent homeowners conduct defensible space procedures and create buffer zones.

Moved to Executive Session at 8:50 PM

Moved back to Regular Session at 9:55 PM

23. Decision to Seek Legal Opinion on Director Eligibility:

Holmes moved to ratify a previous Board decision made and approved by email to seek a legal opinion to define "Record Owner" and Director eligibility. Seconded by Woodman. FOR: McFadden, McMullen, Woodman, Osterholt, Holmes. AGAINST: None. ABSTAIN: Post. Motion Carried. A motion was made by McFadden on December 5, 2006 (10:05 AM) in an email to all Directors seeking a legal opinion on "Record Owner" and Director eligibility. Seconded by Woodman (12/5/06 @ 10:14 AM). FOR: McFadden, Woodman, McMullen, Holmes, Osterholt. AGAINST: None. ABSTAIN: None. *(All email responses are attached to these Minutes)*

24. Payment for New Stop Signs in South Woodmoor:

Osterholt moved to approve payment of \$1,500 to El Paso County towards the cost of the new stop signs installed at three locations in South Woodmoor. This motion ratifies a previous decision of the Board made in Executive Session. Seconded by Holmes. **FOR:** Woodman, McMullen, Osterholt, Holmes. **AGAINST:** None. **ABSTAIN:** McFadden, Post. Motion carried

25. Decision not to replace 8th WPS Position:

McFadden moved to ratify previous decision of the Board made in Budget Session to not fill vacant 8th position on the Woodmoor Public Safety staff unless circumstances warrant such action in the future. Seconded by McMullen. **FOR:** McFadden, McMullen, Woodman, Holmes. **AGAINST:** Osterholt, Post. **ABSTAIN:** None. Motion carried.

Meeting Adjourned at 10:07 PM

RESPECTFULLY SUBMITTED:

Date

Terry J. Holmes, Secretary