

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

May 21, 2007

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

WIA Board Members present:	Hans Post Uiterweer	President
	Terry Holmes	Treasurer (arrived 7:40)
	Elizabeth Miller	Architectural Control
	Gary Marner	Common Areas
	Steve Malfatti	Covenant Enforcement
	Amy Smith	Forestry
	Jake Shirk	Public Safety (arrived 7:50)

WIA Board Members Absent:	George McFadden	Secretary
	Bill Walters	Vice-President

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

Visitors present:	Chris Pollard	Our Community News
	Ken Waugh	Waugh & Goodwin, LLP
	Michael Bertisch	Resident

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2. Approval of the Minutes
The April minutes were approved as written.
3. Post welcomed all visitors.
Scheduled guest Laura Hirt was unable to make the meeting. The other two visitors listed on the agenda were not present.
4. Ken Waugh, CPA
Ken Waugh of Waugh, Goodwin, LLP, WIA's external accounting firm presented the 2006 Audit Report. The formal audit confirmed that the Association is in good financial condition and that the Reserve Fund was fully funded for 2006 at \$289,622. However, Waugh told members that, in the future, the funding for Reserves should be a budgeted line item.
5. Approval of Agenda
The Agenda was approved as presented.

5. Executive Directors Report

Mottl reported that:

- There has been damage to the Toboggan Hill fence. Fortunately, the truck that hit the fence admitted it to WPS and agreed to pay for the damage. We are securing repair bids at this time.
- Residents are complaining about youth parking at night in the Toboggan Hill parking area and want the Board to consider a “parking curfew”.
 - Discussion ensued. Members agreed that instead of making another rule WPS should first address this problem by making more frequent visits to this area.
- Kate Horton is purchasing a lot in Woodmoor and will be building a home. Since Kate is the Architectural Control Administrator we want to avoid any hint of impropriety or conflict of interest and have requested that Board and Architectural Control Committee member Steve Malfatti perform all the necessary ACC checks on her home. Steve has agreed to do so.
- Our new telephone system has been installed.
- The WIA offices are now moved. Our two additional file cabinets arrived and we now have a dedicated file room which is proving to be much more efficient for all staff members.
- Denise, Terry and I met with our auditor. Our goal will be to enter accounts for the Reserves and complete an updated Reserve Study by the end of August.
- Mottl met with Laurie Hirt regarding the common areas and the pet waste disposal unit. She hopes to address the members at a future meeting when she has gathered more information as well as pricing.
- Each member has a copy of the letter to the county from an attorney representing a Woodmoor owner regarding lack of complete paving of Bowstring Road.
- Mottl attended Firewise Day and the Great American Cleanup.
- There are roof leaks in the upstairs meeting room and Kate’s office. One leak is coming through the turbines on the roof and another appears to be coming from the area where the flat roof meets the pitched roof. The roofer that installed our roof (both asphalt and flat) is out of business. Our best bid to date is from Campbell Clarke, Inc. at \$850. They will remove the two turbine vents, install the Ridge or Dura-Flo Vent system and seal both the flat and sloped roof.
 - Miller **moved** that Mottl be authorized to spend up to \$850 to have the roofs repaired. Malfatti **seconded** the motion. All were in favor. The motion **passed**.
- We continue to receive many complaints on all the pond areas. Mottl requested that a date be set for a status report and an action plan on each of the ponds so we can respond to the inquiries.
 - Marnier reported that he contacted our volunteer resident engineer, Todd Wang. Wang is going to inspect some of the

ponds and will, hopefully, be able to report to Marner what needs to be done in those areas.

- We are loosing our evergreen/juniper bushes located in the walkway to the Barn. We believe this is from voles and pocket gophers that spent the winter months feeding off of the roots to these plants while they were buried under the snow. Mottl will be securing landscaping bids on these areas in the next ninety days.
- Mottl ordered arvocid ER for treatment of the ponds and marshy areas to prevent the spread of West Nile.
- We continue to receive numerous phone calls from residents regarding water drainage. Due to our long drought, residents have become unaccustomed to the high water table and the amount of runoff they are encountering this season. Mottl will be meeting with personnel from the County to confirm owner versus county responsibilities in this area.
- WW&San has put a mandatory water use program into effect beginning June 1st. Mottl will be contacting them regarding the watering status of the Barn area.
- Mottl ran the ad for a new Bookkeeper/Accountant and will finish interviewing candidates in the next ten days.

7. Public Safety Report

Nielsen reported that:

- WPS has seen an increase in juvenile complaints as the weather has warmed.
- There have been no major burglaries or criminal trespass
- A mountain lion found in a tree in Woodmoor was tranquilized by Colorado State Wildlife and relocated to an area well away from the area.
- Owners need to be reminded that there is zero tolerance for fireworks in Woodmoor.
- The move downstairs and larger office is working out well for the WPS crew.
- The next Emergency Preparedness Fair for the Tri-Lakes area is tentatively set for September 15.
- Training for citizens wishing to be part of the CERT (Community Emergency Response Team) will be held in the near future. Interested parties can call the Monument Police Department for more information.
- Nielsen is in charge of the inspection and treatment of ponds and marshy areas for West Nile. Nielsen requested the Common Area Director, Gary Marner, co-ordinate with him to make sure all necessary standing water is treated.

Old Business

8. Firewise Recap

Forestry Director Amy Smith reported that Woodmoor's first "Firewise" event held on May 5th went well, despite the snow that fell that morning. The event was attended by approximately 120 people. There were 13 exhibitors and information for 13 tree contractors was also available. Channel 5/30 attended and produced two news stories that were aired following the event. Wayne Williams, County Commissioner

and Larry Long, District Forester also attended. Donations were received in the amount of \$600 so the event cost ended up being \$150 under budget. Feedback has been very positive. At their next meeting, Jim Woodmen will be proposing a FireWise Neighborhood Action Plan for high hazard areas in Woodmoor.

9. Storm Damage on Common Areas

Smith reported that storm damage causing downed trees and branches is very heavy throughout Woodmoor. We will be contracting for removal of the many trees and branches on our common areas that need to be removed either due to weather damage or MPB. During the Firewise Day, John Psensky, owner of Tree Masters volunteered to use his chipper and staff for eight hours so WIA can hold two free “Chipping Days” for Woodmoor owners. In addition, Smith contacted Brian Beland, owner of Tri Lakes Disposal and he is willing to donate two 40 yard dumpsters. The TriLakes/Monument Fire Authority has agreed to have the chipping performed at the Firehouse on Woodmoor Drive. All parties have agreed that the event will be held on June 2nd and 3rd.

Discussion ensued on how to best advertise the event. It was agreed that Mottl would be responsible for making sure a mass e-mail is sent to those owners that have signed up on our website as soon as possible. Mottl will also produce a newsletter featuring the event that will be delivered to the printer no later than May 25.

10. GAC & Flea Market After Action Report

Common Area Director Gary Marner reported that the Great American Cleanup was held as scheduled. While he was disappointed in the number of attendees, those volunteers that supported the event did an excellent job on the areas they worked on. Because there was food left over from the event, Marner suggested that Smith make use of what was frozen at the Chipping Days.

Allan McMullen handled the advertising and collection of monies for booth space. McMullen was suppose to be at the meeting to give a report on the Flea Market but did not make it. Marner stated that there were about twenty booths and those that attended appeared to have a good time. As long as the event pays for itself, we should probably continue to hold it.

11. Ratify additional wiring of telephone system

Terry Holmes informed the members that when the new telephone system was delivered, it was found that our wiring was incompatible. Therefore, we had to rewire for the entire system at a cost of \$1,100. Holmes **moved** to approve the expense. Malfatti **seconded** the motion. All were in favor. The motion **passed**.

12. April Financial Report

Holmes presented the April 2007 Balance Sheet and Financial Statement. He explained all variances and noted that most of our interest income will not be reported until it is actually received. The interest earned from the CDARS will be around \$15,000.

New Business

13. June Newsletter

As discussed earlier, Board members will submit their articles by Wednesday noon so Mottl can have the newsletter to the printer on deadline.

14. Attendance to June 6 Hearings

Miller, Post, Smith, Marner and Holmes will attend the June Hearings.

15. June BOD Meeting Agenda Items

- Review firework violation penalties

The Board adjourned to Executive Session at 8:37 p.m. to discuss staff issues.

The Board resumed regular session at 9:10 p.m.

Holmes **moved** that, instead of hiring additional staff and in effort to promote administrative efficiency and better serve the residents, the administrative offices will be closed to walk-in traffic on Fridays beginning Friday, June 8th on a trial basis. The administrative office hours will remain open to walk-in traffic Monday through Thursday from 8AM to 5PM. This change in the administrative office will not affect Woodmoor Public Safety. Marner **seconded** the motion. All were in favor. The motion **passed**.

The meeting adjourned at 9:15PM

RESPECTFULLY SUBMITTED:

Date

Camilla Mottl, Executive Director

Date

George McFadden, Secretary