EXECUTIVE SESSION – 6:00 pm – 7:00 pm

There was one (1) personnel matter and three (3) legal matters discussed.

BOARD MEETING –

1. Call to Order – Stensland called the meeting to order at 7:01 pm.
Board members present: Erik Stensland (President); Peter Bille (Vice-President); Jennifer Cunningham (Secretary/Director of Community Outreach); Mark Ponti (Director of Architectural Control); Rich Wretschko (Director of Common Areas); and Robert Benjamin (Director of Forestry).

Board members absent: Per Suhr (Director of WPS); Brian Bush (Treasurer); Alan Bassett (Director of Covenants). Suhr, Bush, and Bassett were excused.

Staff in Attendance: Kevin Nielsen (WPS Chief), Denise Cagliaro (HOA Administrator), and Amy Mast (Bookkeeping/Barn Rentals Administrator), Bob Pearsall (ACC/Common Areas Administrator).

Visitors present: 7 guests, including the reporter for the OCN.

2. Approval of Agenda – Ponti moved to approve the agenda, seconded by Wretschko. The motion carried unanimously.

3. Approval of Prior Meeting Minutes – Stensland asked if there were any changes or corrections necessary to the March 28, 2016 meeting minutes. There were no changes. A motion to approve the March 28, 2016 meeting minutes was made by Cunningham, seconded by Bille. The motion carried unanimously.

4. Owner Comments – There were none.

Reports

5. President’s Report
   Stensland reported the following:
   • He encouraged residents to go to WIA’s Facebook page and website for current events.
   • He encourages the community to give their feedback.

6. Vice-President’s Report
   Bille reported the following:
   • He reported that new phones have been installed in the WIA office saving $240 per month.

7. Secretary/Community Outreach
   Cunningham reported the following:
   • There have been 33 “likes” on the Facebook page since the program began in March.
   • The Facebook post about snow removal during the last storm reached 681 people.
   • Our Community News will be printing a cut out list of important phone numbers for residents in the May 7th edition.
   • Be on the lookout for events on the social media outlets.
   • The Tri-Lakes Chamber of Commerce is holding monthly training programs for small to medium-sized businesses. This month’s topic is “Understanding Your Brand”. The class is on May 10 from 11:30 am to 1:30 pm at the Chamber. This is a free event. Space is limited so register early at trilakeschamber.com.
The town of Monument is holding a Memorial Day ceremony on Monday, May 30th, at 10 am at the Monument Cemetery. The public is invited and refreshments will be served following the program. Palmer Lake will be holding a youth fishing derby on June 4th.

8. Treasurer’s Report
Cagliaro reported for Bush (absent):
- WIA is currently under budget for the year.
- 144 unpaid assessments equaling approximately $36,000.00

9. HOA Admin Monthly Report
Cagliaro reported the following:
- WIA renewed the associations insurance which will be on a short renewal to coincide with the fiscal year.
- The broker for the Workers Compensation Insurance has been changed from Wells Fargo to Pinnacol Assurance.
- The increase in the insurance cost was 1.5%.
- Residents who have not paid their assessments by May 15, 2016 will have a lien filed.

10. Covenants
Stensland reported for Bassett (absent):
- 34 violations were reported in March which is down from last year.
- Most common violations are: No ACC approval for project and Yard Clutter or Debris.
- Attendees for the May 11th hearing will be: Wretschko, Ponti, Benjamin, Cunningham, and Stensland.

11. Public Safety Report:
Nielsen reported for Suhr (absent):
- WPS is working on a road survey report to present to El Paso County which will be submitted this week.
- WPS is also going to be looking for overgrowth of trees and shrubs that may potentially cause visual impedances of road signs.
- The 2016 Jeep is in full use.
- The 2012 Jeep is in good condition and getting ready for WIA to sell.
- The Country Club at Woodmoor would like to enlist the services of WPS. They have requested a foot patrol of the club house and two (2) drive-bys daily.

Stensland made the motion to allow services to the Country Club at Woodmoor, seconded by Wretschko. Motion passed unanimously.

12. Architectural Control Report:
Ponti reported the following:
- The approval process is simple.
- Currently have a 97.7% approval rate.
- Bob approved 38 projects in the office in March.
- Oversized sheds, over 120 sq. ft. need to follow the PDSM rules for ancillary buildings.

13. Forestry Report:
Benjamin reported on the following:
- Volunteers performed seven (7) lot evaluations in March for MPB and defensible space.
- May 7, 2016 is the FireWise event.

Wretschko reported the following:
- The front doors to the Barn are needing to be replaced.
- The Toboggan Hill parking lot needs to be upgraded and expanded for safety of passing residents and emergency vehicles and for those sledding at the hill.
- Early May is targeted for landscaping of the Pavilion at the Barn and flowers to be planted May 23, 2016.
- Bob is working to finalize bids for common area mowing to start June 6, 2016.
- Bob is working with Eagle Scouts to have benches placed in some of the common areas.
- Lower Twin Pond and Wild Duck Pond will be stocked with fish towards the end of May.

**Old Business**

- No old business was discussed.

**New Business**

- There have been changes and general updating of the Employee Handbook. Ponti made a motion to approve the Employee Handbook, seconded by Stensland. Motion passed unanimously.

- Cunningham made a motion to proceed with legal action against lot 41WCC, seconded by Wretschko. 5 members voted in favor. Stensland abstained. Cunningham made a motion to proceed with legal action against lot 48WL, seconded by Bille. Unanimous vote in favor.

- Wretschko spoke about the Toboggan Hill Parking lot expansion. This will take the lot from 6 parking spaces in a dirt lot to 18 (with (1) one handicap space) spaces in a paved and striped lot. There will be a defined entrance and exit with one-way traffic flow. The current bid for upgrades is close to $28,000. There are no plans to have lighting. It was decided to table the vote until the May 25th Board meeting.

- Approval for use of Reserve Funds for replacement of the Barn doors. Motion to approve by Benjamin, seconded by Cunningham. Unanimous vote to approve. Approval for use of Reserve Funds for replacement of two (2) office desks for staff. Motion to approve by Wretschko, seconded by Benjamin. Unanimous vote to approve.

Ponti clarified for residents in attendance that the Reserve Funds account has been funded for repairs and upkeep of the WIA office and common areas as needed.

Wretschko made the motion to adjourn, seconded by Bille. The meeting adjourned at 7:48 pm.

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Jennifer Cunningham, Secretary

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Date