WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING
June 25, 2014

EXECUTIVE SESSION – 6:15pm – 7:03pm

Two (2) legal matters were discussed.

BOARD MEETING

1. Call to Order – Hale called the meeting to order at 7:07pm.
Board members present: Jim Hale (President); Tom Schoemaker (Treasurer); Eric Gross
(Director of Forestry); Mark Ponti (Director of Common Areas); Per Suhr (Director of WPS);
Darren Rouse (Director of Architectural); Erik Stensland (Director of Covenants).

Board members absent: Kirstin Reimann (Vice-President); Jeff Gerhart (Secretary) excused.

Staff in Attendance: Matt Beseau (HOA COO/Manager); Kevin Nielsen (WPS Chief).

Visitors present: 10 residents, Angela Essing (LaPlata Communities), and Jackie Burhans (Our
Community News).

2. Approval of Agenda – Hale asked if there were any changes to the agenda. There was one
(1) change to add a #16 WIA Collection Policy. Gross then moved to approve the agenda,
seconded by Suhr. The motion carried unanimously.

3. Approval of Prior Meeting Minutes – Hale asked if there were any changes or corrections
necessary to the May 28, 2014 meeting minutes. There were no changes. A motion to approve
the May 28, 2014 meeting minutes was then made by Gross, seconded by Stensland, and the
motion carried unanimously.

4. Owners Comments. – None

Reports

5. President's Report – Hale reported that common area mowing is underway and that grass is
taller than last year due to all the recent moisture. Hale briefed the board with an update
concerning the topic of group homes (recovery/rehabilitation) currently pending a revised code
ordinance by the El Paso County Commissioners. He said that the WIA attorney presented
concerns to the County Commissioners last week, who are scheduled to vote on whether to
permit these homes and any revisions to the existing code, at the July 01, 2014 meeting. Hale
also briefed the board that the Tri-Lakes Fire Chief met with the WIA COO and WPS Chief last
week. Hale said that the Fire Chief inquired about WIA’s thoughts on moving the Woodmoor
Fire station to the east side of Woodmoor stating that he feels a better location would be helpful
to address and improve response times if the station was more centralized within the district.
Hale also advised the board that now is the time to start recruiting any interested members for the upcoming WIA board election in January. He also said that if anyone has road issues they can let him know as he serves on the Highway Advisory Council/Commission.

6. Vice-President’s Report – Reimann absent-no report

7. HOA COO/Manager’s Monthly Report – Beseau reported on the following:
* Reported that he has renewed WIA’s annual registration with D.O.R.A. as required
* Reported that he has renewed annual membership with CAI
* Reported that (as usual) calls are starting to come in from residents about tall grass and weeds on lots
* Reminded the board that the office is in one of its busiest seasons due to a large volume of ACC projects, covenant violations and Forestry requests
* Reported that the employee handbook revision is complete except for the WPS SOP. He said he and Reimann need another meeting to finalize/redline the revision to be reviewed by MSEC

8. Treasurer’s Report – Schoemaker reported May 2014 monthly expenses of $75k and YTD expenses of $325k (40.2%), leaving us slightly under budget YTD. He said that some expenses are higher in the summer. Schoemaker updated the board on past due accounts stating that in February there were approximately 300 overdue accounts and currently there are 99.

9. Covenants Report – Stensland reported May was a busy month with covenants statistics of: 57 violations with 4 going to hearing, and 31 HOA checks performed. The higher number of violation categories were: 11/fencing; and 9 slash/trees.

Stensland said the next scheduled R&R’s revision meeting will be held on July 07, 2014 and the next Hearing Meeting will be held on July 09, 2014 at 6:15pm. Directors who volunteered to attend were: Hale, Gross, Suhr, and Ponti.

10. Public Safety Report – Suhr and Chief Nielsen reported on the following May stats:
We had another report of outgoing mail theft with 2 victims, again in South Woodmoor. The mail was torn in half and checks were not taken but the mail was discarded on the side of the road.

The WPS patrol plan, Safety plan, and Wildlife plan has been implemented. We’ve had one sighting of a Mountain lion near Lake Woodmoor Drive and Augusta.

The 2008 Jeep is just back from having the equipment removed and it will be installed on the new Cherokee. The old jeep will be available for admin use until we get the new Jeep Cherokee back. The old jeep will then go in to have the decals removed and detailed for sale.

- 134 total calls for service
- 35 suspicious vehicles, persons, and incidents
- 22 Open doors
- 27 Assists (medical, citizen, accidents, fire, police)
- 1 fireworks complaint, unverified
- 49 others

We have the “No Fireworks Allowed in Woodmoor” banners and signs placed throughout Woodmoor. We leave the banners up 24/7 but we remove the small signs each evening so they don’t get stolen.
11. Architectural Control Report – Rouse reported it was a busy month in May for projects. He said that out of 51 projects submitted, (30) were approved in office by the Administrator. Rouse said the higher number requested project applications were: deck, fence, landscape, and paint.

12. Forestry Report – Gross reported the following:

Evaluation Stats
- 2014 Evaluation Requests YTD: 59 (17% forestry & 83% firewise)
- 2014 Completed Evaluations YTD: 39 resident + 5 Common Area
- 2014 Site Eval Details: Forest Health 10, Firewise / Def Space 29, Common Areas 5 (20 Firewise evaluations pending completion)

Forest Conditions
- Wetter this spring and summer however too many years of drought have taken its toll. We have many dead or extremely distressed pine and aspen around Woodmoor. No MPB sited thus far.

Forestry/Firewise
- DNR grant funds purchase order received on 6/16/2014 and forms prepared for Woodmoor’s $30,000 Dept. of Natural Resources Wildfire Fuels Risk Reduction Grant offering. Final local administration details were set at the Firewise Committee meeting on 6/24/2014. Target for opening the grant for participation is first week in July.
- 2014 Common Area scrub oak mitigation work was completed on 5/19/2014 but we continue to have ponderosa pine drought kill. Bids for the removal of 8 dead trees currently await reply.
- The SECOND 2014 Slash Dropoff/Disposal Event was successfully held on 6/14/2014. 182 loads (approx.510 cu-yds unchipped) of slash were dropped-off from 13 Tri-Lakes communities. 61% of the loads were from Woodmoor. Again, the fees collected paid for the event costs.
  - YTD, our 2 completed Slash Disposal Days collected 364 loads representing approx. 971 cu-yards of unchipped slash removed from 15 communities and paid its own operating costs.
  - Woodmoor and Anderson Tree remain the sole event sponsors but WIA will continue to solicit support from our neighboring HOA’s and communities.
- The 9th Annual Firewise Community Day was held on 6/21/2014 with the theme: “Protecting Our Homes from Wildfire Burning Embers”.
  - Booths represented the WIA firewise programs, Emergency Prep (Lisa Hatfield and the Tri-Lakes United Methodist Church Emergency Prep Group, El Paso County Sheriff’s Office Community Emergency Response Team), Home Depot firewise plants & building products, Ben Cole’s Ember Shield closable vent products, Jim Adams’ GreenBranch firewise landscaping, R Rock Yard hardscape landscaping products, Brad Cheatwood TimberTech decking, WIA ACC-approved firewise construction materials, the TLMFD fire engine and brush truck, food by Speedy’s, a variety of local businesses supporting the Woodmoor firewise effort, and a theater set-up to show the PPWPP Black Forest Fire ember risk video.
  - Many, many thanks to the volunteers, sponsors, office staff, and everyone that worked so hard to organize and hold the event. Your support is invaluable!!!
  - Although we had a very well prepared education event with better than normal advertising, our attendance fell this year to only 30% of the record 2013 participation – we had 66 attendees and 14 requests for free lot evaluations. The lack of a local wildfire, recent rains, and prime vacation time may have worked to reduce our attendance this year but all the feedback was still extremely positive and very much appreciated. We know we are getting the word out to the community and how important that message continues to be.
• Eddie Bruck’s survey of 2013 FireWise evaluations is complete. Results show that residents are overwhelmingly following the recommendations and performing significant mitigation. Of those surveyed, 92% removed the most hazardous materials near their homes, 51% performed the work themselves vs. hiring a contractor, and 84% plan to continue the work this year. (Only 19% took advantage of the grant.) These encouraging results demonstrate just how effective our program is. We will continue to collect data and monitor the trends.

• Gross surveyed Woodmoor for at-risk sites in need of mitigation or additional mitigation work. The data is being compiled onto a site map for current use and continued update. Mid-July completion.

Upcoming 2014 Firewise & Forestry Events:
2014 Slash Disposal Days: Sat 8am-4pm 7/19, 8/16, 9/13, and 10/11/2014.

13. Common Area Report – Ponti reported that the noxious weed spraying on the Common Areas was completed and mowing is under way. He said fish to stock the ponds were delivered to Wild Duck and Lower Twin Ponds.

WIA Barn/Grounds work completed included:

a. Landscaping installed in the front of the barn and new landscaping was installed in the front entrance. Sprinkler system was also serviced and activated.

b. Fountain in front of The Barn was replaced (damaged by Barn renter back in December) and turned on. Broken fountain was repaired and placed in the newly landscaped entrance area at zero ($0.00) cost. Existing electrical outlet on light pole was utilized for power.

c. A/C – Furnace replacement was completed during the week of May 19, awaiting final inspection by PPRBD.

Old Business
14. R & R’s Revision - Stensland reported that the Rules & Regulations revision is going well. He said before the Board of Directors approves the revision, WIA will advertise the final session for resident input.

New Business
15. La Plata Presentation (The Dunes Development) - Angela Essing (CCO) from La Plata Communities/Lake Woodmoor Development Corp. presented to the board a drawing & plan for the development of the Dunes property north of the Woodmoor Drive Fire Station for 56 single family homes. The first phase would be the infrastructure project to be accomplished by June 2015. The builder named is Aspen View Homes. She answered questions regarding issues with neighboring communities. The WIA Architectural Control Committee gave their recommendation to the Board to approve the plans submitted and to work out the final details at a later date.

Motion
Rouse made a motion to approve the document (attached) submitted to the board (by the ACC) and the project it represents.

16. WIA Collection Policy - The WIA COO (Beseau) gave an update to the Board concerning the new Colorado House Bill 13-1276, which includes revisions including delinquent payments, payment plans and collection policies for HOA’s in the State. Beseau informed the board of the current policies and said that in general, WIA already meets most of the requirements. A new state requirement is that an HOA must allow for a (one time) payment plan be available to any
member for at least (6) six months. Discussion was held on current payment plan policies. The board discussed the current policy of allowing up to (9) nine months to pay off account balances, which may include annual dues, late fees, interest, and attorney fees. The board decided to change the current WIA policy to reflect the State requirements which allows for a payment plan for up to at least (6) six months on a one-time basis.

**Motion**

A motion was made by Schoemaker to revise the current WIA Collection Policy recommended by the WIA attorney (as presented) with the changes to incorporate the requirements from the State.

The board then requested that the new “Collection Policy” be put on the WIA website and announce it with the annual dues statements in December.

**Motion:**

A motion was then made to adjourn by Hale, seconded by Schoemaker and the formal meeting adjourned @ 8:32 pm.

____________________________
Jeff Gerhart, Secretary

____________________________
Date

Attachments: 2
(La Plata/Dunes Recommendation; Collection Policy)