WOODMOOR IMPROVEMENT ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

December 16, 2015

EXECUTIVE SESSION – 6:10 pm – 6:50 pm

There was one personnel matter and 2 legal matters discussed.

BOARD MEETING –

1. Call to Order – Hale called the meeting to order at 6:57 pm.
Board members present: Jim Hale (President); Peter Bille (Secretary); Erik Stensland (Vice-President); Per
Suhr (Director of WPS); Jennifer Cunningham (Director of Community Outreach); Mark Ponti (Director of
Architectural Control); Rich Wretschko (Director of Covenants); and Alan Bassett (Director of Common
Areas).

Board members absent: Tom Schoemaker (Treasurer), who was excused.

Staff in Attendance: Kevin Nielsen (WPS Chief) and Denise Cagliaro (HOA Administrator).

Visitors present: 5 guests, including the reporter for the OCN.

2. Approval of Agenda – There were no changes to the agenda. Bille moved to approve the agenda, seconded
by Cunningham. The motion carried unanimously.

3. Approval of Prior Meeting Minutes – Hale asked if there were any changes or corrections necessary to the
November 18, 2015 meeting minutes. There were no changes. A motion to approve the November 18, 2015
meeting minutes was made by Suhr, seconded by Stensland. The motion carried unanimously.

4. Owner Comments – There were none.

Reports

5. President’s Report
Hale reported the following:
- Cudos were given to WPS for their efforts during the recent snow storms, especially on
  Thanksgiving.
- WIA will sponsor a Holiday/Christmas Light Competition. WPS has submitted several addresses.
  Details for voting will be on the website. The prize or prizes will be presented at the Annual Meeting
  on January 25, 2016 at Lewis-Palmer Middle School.

6. Vice-President’s Report
Stensland had nothing to report.

7. Manager’s Monthly Report
Cagliaro reported on the following:
- Dues invoices went out on December 11, 2015.
- The newsletter is being prepared. Cagliaro reminded everyone to get their articles submitted.
- Ballots are being prepared for mailout later this month.
8. Treasurer’s Report
Cagliaro reported the following in Schoemaker’s absence:
• WIA is currently running 19.1% under budget through November 30th.
• As of December 16th there are 40 unpaid accounts. The lowest in at least 12 years.

9. Covenants Report
Wretschko reported the following:
• There were 2 unresolved trailer issues that may be going to hearing in January. There were 5 unapproved ACC projects that were discovered. There were 19 HOA checks performed. There were a total of 24 violations written up in November, which is the lowest number this year.

10. Public Safety Report
Suhr reported on the following:
• WPS was notified of several instances of mail theft. This type of crime usually picks up around the holidays. Reminder to not put outgoing mail in your mailbox; it is best to take it to the Post Office or put it in a stand-alone mailbox. Also, pick up your mail as soon as possible after delivery.
• WPS Officers submitted several addresses with Christmas Lights for the Lighting Contest. The list was narrowed down to the top 9, and the addresses will be posted on the website, so residents can vote for their favorites.

11. Architectural Control Report
Ponit reported the following:
• ACC has a $16,000 budget for income in 2015, and to date $31,000 has come in; $14,000 was from La Plata, which was not budgeted for. There were 515 total projects in 2015, 81% of those were approved in the Office, and 98.3% of projects submitted were approved.

12. Forestry Report
Stensland reported the following:
• There was 1 Firewise request and 1 General Health request.

13. Common Area Report
Bassett reported the following:
• The water line replacement bid came in much higher than expected. More bids are being solicited.
• The security cameras are being installed. Installation should be complete by year end.
• The TV for the Barn was purchased and installed. It can be utilized for presentations, etc.
• The Office/Lobby has been reconfigured in preparation for the new receptionist, yet to be hired.
• Scrub Oak mitigation continues on several Common Areas.
• Bob has been looking into expanding the parking area at Toboggan Hill from 6 to 18 parking spaces. He will be meeting with a representative from El Paso County Roads to get the project approved, which will be done sometime in 2016 (if approved).
• Mowing bids for 2016 are already being solicited, as well as tree removal bids for the Common Areas.

14. Community Outreach Report
Cunningham reported the following:
• Reminder that if you would like to stay up to date on meetings going on in the Tri-Lakes area, you should consider signing up for newsletters from the Town of Monument and the Tri-Lakes Chamber of Commerce. Information is also posted on their Facebook pages. Events, as WIA hears of them, will also be posted on the WIA Facebook page, and Cunningham will post them on the NextDoor.com site. If you are not connected to either of these sites, please do so, and also encourage your neighbors to do the same. Less than a quarter of the residents are on NextDoor.
• Reminder that the Town of Monument Trustee Meetings are held the first and third Mondays at 6:30 pm in the Town Hall Conference Room. The length of the meetings depends on the topics. Agendas can be found on the town website and the public is encouraged to attend.

• The Town of Monument Planning Commission Meetings are held the second Wednesday of the month at 6:30 pm in the Town Hall Conference Room.

• Upcoming events are: Santa on Patrol – scheduled for December 19th from 11 am to 1 pm. The Monument Fire and Police Departments are collecting new, unwrapped toys and gift cards to be delivered to needy children in the Tri-Lakes area. If you would like to donate, drop items off at the Police Department, Fire Stations 1, 2 and 3 or the Fire Department Admin Offices located on Gleneagle Drive.

• The First “Ery” Tour is Saturday, December 19th from 11 am to 9 pm. Vendors who are participating in this event are: 300 Days of Shine (Distillery), Pikes Peak Brewing (Brewery), Ice Cave Cider House (Cidery), and Catriona Cellars (Winery). Specials and/or activities will be determined by the individual shops on the day of the event.

• There will be a Wounded Warrior Ice Tournament, January 23rd at Monument Lake. If you’d like to fish, registration is open until January 21st. For more information visit: woundedwarriorusa.com.

Old Business - None

New Business
15. Cagliaro and Nielsen submitted a proposal to free office space in the administrative offices by creating/building a file room in the open area outside offices 8, 9 and 10. All of the filing cabinets could be moved to this area, freeing up space in the two offices upstairs. Also submitted was a proposal to turn the unused Employee Break Room into a locker room for all employees, thus allowing them to store extra clothing/shoes, etc. The cost to build the file room, move the filing cabinets, and purchase the lockers would be approximately $4,500. Bille made a motion to approve the redesign/reconfiguration. After much discussion about where the money would come from, the vote passed unanimously.

16. Nielsen gave the Board copies of the WPS Training Manual, as well as the updated WPS SOP. Discussion was held and it was suggested that everyone read through both documents. The vote to approve will be tabled until the January 28, 2016 Board meeting.

17. A payment plan was submitted by the owners of 288TM3. Suhr made a motion to approve the payment plan, seconded by Stensland. The motion passed unanimously.

The meeting adjourned at 7:43 pm.

_______________________________________
Peter Bille, Secretary

_______________________________________
Date