

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE WOODMEN HILLS METROPOLITAN DISTRICT**

May 22, 2014

Attendance:

Board Members present: Keith Moulton President, Jan Pizzi Treasurer, Bryan Mendiola Director, Lynne Bliss, Walter Porter, and Steve Kreps.

District personnel present: Gene Cozzolino, Water/Wastewater Director; Lisa Peterson, Administration Director; Shana MacDonald Park and Rec Director; Tabitha Barile, Admin/HR Assistant; and Evan Ela (Collins, Cockrel, and Cole), attorney for the District

Guests present: Lindsey Harrison, Fran French, Austin Ragsdale, Shawne Ragsdale, Danelle Kreps, Frank Gonzalez, Kevin Sutherland, Shannon Burke, Miranda Burke, Connie Kalbach, Russell Rowland, Kim Jackson, Tony DiCenso, Bob Sanders, and June Davoli

1. Call to order

Convene: President Keith Moulton opened the regular meeting of the Board of Directors of the Woodmen Hills Metropolitan District at 6:33 pm at the Woodmen Hills Community Center West, 11720 Woodmen Hills Drive, Falcon, Colorado 80831.

2. Roll Call

Roll call: conducted by President Moulton, Treasurer Jan Pizzi, and Director Bryan Mendiola were present.

President Moulton declared the presence of a quorum of original board.

3. Administer the Oath of Office

Winners of the election for three open seats on the Woodmen Hills Metro District Board of Directors were announced: Lynne Bliss, Walter Porter, and Steve Kreps were elected to the Board. Keith Moulton administered the oath of office.

4. Election of Officers

Attorney Evan Ela explained the process of electing Board positions. Director Steve Kreps presented a group nomination for the following officer positions: Lynne Bliss for the office of President, himself for the office of Vice President, Walter Porter for the office of Secretary, Jan Pizzi to remain in the position of Treasurer, and Bryan Mendiola to remain in the position of Director.

Motion to accept the group nominations was made by Director Steve Kreps, seconded by Director Bryan Mendiola.

Vote: Motion carried unanimously.

5. President's Welcome and Remarks and Rules of Conduct

President Bliss welcomed Board Members, staff, and guests. She requested that anyone needing to take a cell phone call step into the hall out of consideration for the business meeting and those in attendance.

6. Approval of Agenda

- Attorney Evan Ela requested to add "9d" to Attorney's Report to discuss Conflict of Interests.
- Treasurer Jan Pizzi requested to add "6a" for the signing of Signature Card for Wells Fargo Bank.

Motion to approve the agenda: Secretary Porter motioned to approve the agenda, with the requested additions, Vice President Kreps seconded. No discussion.

Vote: Carried on a unanimous vote.

6a. Signing of Signature Cards

Kim Jackson, from Wells Fargo Bank, came forward to speak regarding the Amendment to add new Board Members to the Wells Fargo Bank account as signers. President Bliss, Vice President Kreps, and Secretary Porter all signed.

7. Public Comment on Items not on the Agenda

President Bliss opened the floor for public comment on items not on the agenda.

- Resident Keith Sutherland requested information regarding a status update with the County lawsuit and inquired about the process of Covenants. President Bliss Concluded that Covenant enforcement and the Woodmen Hills Metro District Board are separate. Evan Ela stated that changes to the Covenants must come forth from a 75% agreement of the homeowners themselves, but the Board does not have a place with this process. Mr. Sutherland stated that he would wait until the Water Report to ask his questions regarding the County lawsuit update.

8. Approval/Disapproval of Board Minutes for April 24, 2014

Motion to approve meeting minutes: Treasurer Pizzi moved and Vice President Kreps seconded.

Vote: President Bliss, Vice President Kreps, and Secretary Porter abstained from voting since they were not in their positions during the April 24th, 2014 Board Meeting. Vote carried on a unanimous vote between Treasurer Pizzi and Director Mendiola.

9. Attorney's report

Attorney Evan Ela discussed the following issue with the Board:

- Evan Ela passed out the SDA Board Member Manuals for the Board Members to reference during their position on the Board.
- Evan Ela encouraged the new Board Members to attend SDA trainings and conferences to gain a strong knowledge base.
- Evan Ela passed out Memo describing statutory law for Conflict of Interests for Board Members. He asked the Board Members to complete a questionnaire and return to him. Evan Ela stated that it would be adequate to do this once a year, unless individual circumstances arise.
- Evan Ela discussed an Easement Agreement with Golden West Power regarding a transmission line being placed by Garrett Rd.

Motion to approve the Easement Agreement with Golden West Power: Treasurer Pizzi moved and Secretary Porter seconded.

Discussion did take place amongst the Board Members. Water and Wastewater Director Gene Cozzolino did look over the Agreement, along with John McGinn, and it was concluded that it wouldn't interfere with District plans down the road.

Vote: Motion carried on a unanimous vote.

- Evan Ela tabled the 4-Way Ranch Metropolitan District Intergovernmental Agreement to discuss in Executive Session.
- Evan Ela stated that a new Open Records document would be presented to the Board in the June Meeting.
- Treasurer Pizzi brought up the topic of a church asking to rent out, on a continuous basis, the use of CCW. Evan Ela said that current policies and procedures are not set up for continuous use; however, with a change in policies this could be allowed. President Bliss agreed to allow use of our recreational facility to the church for June, but recommended new policies written for long-term use.

10. Accepting Financials

Board Members received a summary of the April financial statement in their packets. Treasurer Pizzi concluded that the financials were on track and she commended Park and Rec Director Shana MacDonald for working well with the budget

a. April Financial Report

Motion to approve April financials: Treasurer Pizzi moved and Secretary Porter seconded.

Vote: Carried on a unanimous vote.

11. Park and Rec Report

- Park and Rec Director Shana Macdonald brought forth a proposal for new hours for both recreational facilities. President Bliss encouraged the monitoring of customer feedback regarding the changes.

Motion to approve the new recreational facility hours: Vice president Kreps moved and Treasurer Pizzi seconded.

Vote: Motion carried on a unanimous vote

- Shana MacDonald also brought forth new Holiday Hours for both recreational facilities.

Motion to approve the new recreational facility holiday hours: Vice President Kreps moved and Treasurer Pizzi seconded.

Vote: Motion carried on a unanimous vote

- Shana MacDonald also brought up information regarding the following upcoming events:
 - Memorial Weekend Picnic
 - Casino Night
 - Community Garage Sale
 - Outdoor Pool, Volleyball Court, and Landscaping maintenance

- Gene Cozzolino mentioned the vandalism at Balcon Park. He received a bid for a camera system that would include installation of 2 poles, 4 cameras, and a DVD recorder. This camera system is in the Woodmen Hills budget.

Motion to approve camera system bid: Secretary Porter moved and Vice President Kreps seconded.

Discussion: President Bliss inquired about the time it would take to view the footage. Gene stated that it could be done once a week, or when circumstances called. Director Mendiola inquired about power need. Gene stated that the power was already there and the camera system would use very little.

Vote: Motion carried on a unanimous vote.

12. Water and Wastewater Manager's Report

Gene Cozzolino discussed the following items with the Board:

Water:

- RTU Replacement: Update on the transponder upgrades: Phase 1 – 3 left to install and Phase 2 – 150 left to install.
- Meter/Fixed Network System: The first Transceiver has been installed at the Theriot Tank site.
- HOA and Park and Rec Irrigation Rates: When these irrigation rates were revised the Water Lease Fee was never applied and these accounts have not been getting charged this fee. President Bliss asks for Gene to bring the amount of impact to the next meeting to see if the fee should be charged to these accounts.

Wastewater:

- Flacon Highlands Lift Station: Still continue to have problems with debris plugging the pumps, resulting in it having to be cleaned out about twice a month. Contact has been made to the manufacturer to seek out options that aren't costly to fix this issue.
- 4" Portable Pump: Woodmen Hills Metro District did receive the \$5000.00 reimbursement from the SDA Insurance Pool Grant.

13. Old Business

There was no Old Business to come before the Board

14. New Business

President Bliss requested to change the June's Board Meeting to Wednesday, June 25th. All Board Members agreed to this change.

15. Other Business

There was no Other Business to come before the Board

17. Final Public Comment

President Bliss opened the floor for final public comment and community input.

- Resident Kevin Sutherland asked about the current watering restrictions and whether it was due to water conservation or facility output. Gene responded that facilities would overload if everyone watered at the same time.
- Resident Connie Kalbach requested that the Boards at CCW be used more for posting upcoming events. She also asked if one could wash their car on their none-watering days. Gene responded that he would have to pull up previous discussions to verify this.

- President Bliss acknowledged that communications were very important and they would continuously look at ways to reach residents.
- Bob Sanders inquired about the resolution of the camera system for Balcon Park.
- Tony DiCenso inquired about the CCW surveillance and whether or not it worked. Administrative Director Lisa Peterson responded stating that it is always recording and can go back 7 days.

16. Recess

President Bliss breaks the Board Meeting for a brief recess at 8:00pm before going into Executive Session.

17. Executive Session

Motion at 8:20 pm by President Bliss and seconded by Treasurer Pizzi to go into executive session to:

- Conference with legal counsel on specific legal questions related to District contracts, pending litigation, as well as discussion and determination of positions in matters that are subject to negotiations, developing strategy for negotiations and instructing negotiators concerning legal positions in pending litigation and possible intergovernmental agreement with Falcon Highlands Metropolitan District, in accordance with §24-6-402(4) (a) (b), and (e) C.R.S.

Vote: Motion carried unanimously.

The Board did not engage in substantial discussion of any matter not enumerated in §24-6-402(4) (a), (b), or (e). The Board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action.

Motion to adjourn executive session at 10:25pm: Treasurer Pizzi and Secretary Porter seconded.

Vote: Carried on a unanimous vote.

18. Reconvene Meeting in Public Session

Reconvene into public session at 10:25 pm by President Moulton.

19. Approval of 4-Way Ranch Metropolitan District IGA


Motion to approve 4-Way Ranch Metropolitan District IGA: Treasurer Pizzi moved and Director Mendiola seconded.

Vote: Motion carried on a unanimous vote.

20. Adjournment

21. There being no further business to come before the Board, Treasurer Pizzi moved to adjourn the meeting at 10:35 p.m.

The next regular meeting will be held at 6:30 p.m. on Wednesday, June 25, 2014 at the Woodmen Hills Community Center West, 11720 Woodmen Hills Drive, Falcon, CO 80831.


Secretary Porter