

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

July 24, 2014

Attendance:

Board Members present: Lynne Bliss President, Steve Kreps Vice President, Walter Porter Secretary, and Jan Pizzi Treasurer.

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

Guests present: Kathy Caddell, Cathy Chaplin, C. Kalbach, Brandy Noonan., Christina Lepage, and Amy Schmidt.

1. Call to order

Convene: President Lynne Bliss opened the regular meeting of the Board of Directors of the Woodmen Hills Metropolitan District at 5:03pm at the Woodmen Hills Community Center West, 11720 Woodmen Hills Drive, Falcon, Colorado 80831.

2. Roll Call

Roll call: conducted by President Lynne Bliss: Vice President Steve Kreps, Secretary Walter Porter, and Treasurer Jan Pizzi were present.

President Bliss declared the presence of a quorum.

3. Administer Oath of Office

Bryan Mendiola written resignation letter was read – removing himself from the Board and creating a vacancy on the Board.

Motion to appoint Frank Gonzales to fill the vacancy on the Board by Treasurer Pizzi and seconded by Secretary Porter.

Vote: Motion carried unanimously.

The Board appointed Frank Gonzales to the board to fill the open position. Lynne Bliss administered the oath of office.

4. Executive Session

Motion at 5:10 pm by Treasurer Pizzi and seconded by Secretary Porter to go into executive session to:

- Conference with legal counsel on specific legal questions related to District contracts and litigation, as well as discussion and determination of positions in matters that are subject to negotiations, developing strategy for negotiations and instructing negotiators, 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), (e), or (f). The Board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action.

Motion to adjourn executive session at 6:30pm: Vice-President Kreps moved and Secretary Porter seconded.

Vote: Carried on a unanimous vote.

Brief recess declared at 6:31pm by President Bliss to allow guests attending the meeting to enter the room.

5. Reconvene Meeting in Public Session

Reconvene into public session at 6:37pm by President Bliss.

6. 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.

President Bliss also announced the resignation of Bryan Mendiola and the appointment of Frank Gonzales to fill the vacancy on the Board.

7. Approval of Agenda

Treasurer Pizzi asked to move #12 2013 Audit – Rubin Brown to # 8 on the agenda.

Motion to approve the agenda with moving #12 on the agenda to #8: Treasurer Pizzi moved and Vice-President Kreps seconded.

Vote: Carried on a unanimous vote.

8. 2013 Audit – RubinBrown LLP

Cheryl Wallace, partner on the District's engagement with RubinBrown, introduced herself and Jason Soodsma, manager on the audit engagement. She distributed hard copies of the Report to Governance and the Financial Statements for 2013 to the Board. Ms. Wallace begun by explaining the Audit process to the Board and made comments regarding the following:

- There were no disagreements with management
- They offered a clean opinion
- There were no consultations
- There was 1 mandating change in the accounting policy that stated Bond issuance must be written off the Balance Sheet.

Mr. Soodsma then went through the documents handed to the Board and explained the information it contained. He went through explaining what RubinBrown's responsibility in the process was and what Management's responsibility was. He explained the financial statements in detail to assure understanding. Afterwards the Board was instructed to coordinate any comments to Administrative Director Lisa Peterson and that the Audit would have to be accepted and filed by July 31, 2014.

9. Public Comment on Items not on the Agenda

President Bliss opened the floor for public comment on items on the agenda.

- Kathy Chaplin spoke on her concerns regarding dogs being off their leash on our trails. She requested to have us look into what Woodmen Hills could do to help this process such as bigger signs, communications, etc.
 - President Bliss stated that the Board would look into this issue and see what they could do. Vice-President Kreps commented that enforcement of the leash law would most likely fall onto the Sheriff's Department; however, Woodmen Hills could help raise awareness of the issue.
- Amy Schmidt requested answers as to why her personnel file was released as an exhibit to a hearing without her approval.
 - District Attorney Chris Price responded that he was currently looking into it and would have further answers at the next Board Meeting.

10. Approval/Disapproval of Board Minutes

a. Regular Meeting Minutes for June 25th, 2014

Motion to approve the regular meeting minutes: Treasurer Pizzi moved and Secretary Porter seconded. No discussion.

Vote: Carried on a unanimous vote.

11. Attorney's report

Attorney Chris Price discussed the following issue with the Board:

- Consideration of Emergency Interconnect Agreement with Falcon Highlands Metro District: Language is still being worked out for this and it would be presented at another Board Meeting.
- Litigation against the Alliance for Woodmen Hills: Chris Price acknowledged that this litigation does not involve the District.

12. Treasurer's Report

Board Members received a summary of the June 2014 financial statement in their packets. Treasurer Pizzi acknowledged that everything was on target, besides the Legal Fees, and that Administrative Director Lisa Peterson was doing a great job at seasonalizing the budget.

13. Accepting Financials

a. June Financial Report:

Motion to approve June financials: Moved by Treasurer Pizzi and seconded by Vice-President Kreps.

Vote: motion carried on a unanimous vote.

14. Parks and Recreation Manager's Report

Board Members received Parks and Recreation report in their packets. Park and Rec Director, Shana MacDonald briefly discussed the following items:

- Currently Interviewing for an Aquatics Supervisor
- Senior Citizens Day
- Teen Pool Party
- After School Karate
- After School Study Buddy
- Return to Fall/Winter Hours: Shana MacDonald explained that the recreational facilities would be returning to being closed Monday – Friday, from Noon – 4:00pm. However, she was going to be

opening the East Recreational Facility from Noon-4:00pm on Wednesday for “Water and Work-Out Wednesdays”. However, this would be done on a month-to-month basis dependant on participants.

- Commercial Cleaning Company for CCW
- Fitness Meeting: A fitness meeting was held on July 23, 2014 with community members to discuss fitness concerns, questions, pricing and pre-registration classes.
- Proposed New Rates for Fitness, Aquatics and Child Watch: Shana MacDonald proposed new rates for fitness and aquatics classes and child watch. These new rates included drop-in rates, as well as punch cards and expiration dates. Shana asked for approval from the Board.

Motion to approve the new rates for fitness, aquatics and child watch: Secretary Porter moved and Treasurer Pizzi seconded.

Vote: motion carried on a unanimous vote.

15. Water and Wastewater Director’s Report

Water and Wastewater Director Gene Cozzolino discussed the following items with the Board:

Water:

- RTU Replacement: Update on the transponder upgrades: Upgraded 14 Phase 2 transponder upgrades with 69 left to do.
- Transponder Upgrade – Receivers: The second transceiver has been installed for the transponder upgrade; however, the first unit may need to be replaced due to a radio software issue.
- Water Storage Tanks: The water storage tanks have been cleaned and inspected and the next recommended inspection will be in 3 – 4 years.

Wastewater:

- Falcon Highlands Lift Station: The flow measurement has been installed and will be calibrated that week.
- WWTP Pond 4: The cleaning and dredging of WWTP Pond 4 is scheduled for mid-August. This is the final pond in the series of cleaning. This is done every 2 – 3 years.

Other:

- Sewer Plant Upgrades: Gene Cozzolino requested approval from the Board to work with the Bonding counsel to find ways to pay for necessary sewer plant upgrades.

Motion to approve counsel to find ways to pay for sewer plant upgrades moved by Vice-President Kreps and seconded by Secretary Porter.

No discussion.

Vote: motion carried on a unanimous vote.

16. Other Business

There was no Other Business to come before the Board

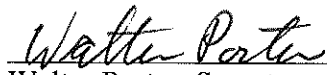
17. Final Public Comment

President Bliss opened the floor for final public comment and community input; however, there was no final public comment.

18. Adjournment

There being no further business to come before the Board, Treasurer Pizzi moved to adjourn the meeting at 7:25p.m.

The next regular meeting will be held at 6:30 p.m. on Thursday, August 28, 2014 at the Woodmen Hills Community Center West, 11720 Woodmen Hills Drive, Falcon, CO 80831.



Walter Porter, Secretary