

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

**September 25, 2014**

**Attendance:**

**Board Members present:** Lynne Bliss President, Steve Kreps Vice President, Walter Porter Secretary, Jan Pizzi Treasurer and Frank Gonzalez Director

**District personnel present:** Gene Cozzolino, Water/Wastewater Director; Lisa Peterson, Administration Director; Shana MacDonald, Park and Rec Director, Tabitha Barile, Administrative Assistant; and Carolynne White (Brownstein Hyatt Farber Schreck), attorney for the District

**Guests present:** Amy Schmidt, Connie Kalback, Micah Howell, Ron Pace and Judi Tobias

**1. Call to order**

Convene: President Lynne Bliss opened the regular meeting of the Board of Directors of the Woodmen Hills Metropolitan District at 5:19pm 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, Treasurer Jan Pizzi and Director Frank Gonzalez were present. President Bliss declared the presence of a quorum.

**3. Executive Session**

Motion at 5:20 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, litigation, and the lease of property, 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), (e) and (f) 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 6:10pm: Vice-President Kreps moved and Secretary Porter seconded.

Vote: Carried on a unanimous vote.

Brief recess declared at 6:11pm by President Bliss to allow guests attending the meeting to enter the room.

**4. Reconvene Meeting in Public Session**

Reconvene into public session at 6:33pm by President Bliss.

**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.

President Bliss also announced the appointment of our new attorney for the District, Carolynne White. She introduced Carolynne White, gave a brief history of Carolynne White's experience and welcomed her.

## **6. Approval of Agenda**

Motion to approve the agenda: Treasurer Pizzi moved and Secretary Porter seconded.

Vote: Carried on a unanimous vote.

## **7. Public Comment on Items not on the Agenda**

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

- Amy Schmidt requested follow-up regarding personnel records that were made public.
  - President Bliss acknowledged that the Board did look into this situation and that there were no findings of wrongdoing in this situation.

## **8. Approval/Disapproval of Board Minutes**

### **a. Special Meeting Minutes for August 29, 2014**

Motion to approve the special meeting minutes: Secretary Porter moved and Vice President Kreps seconded. No discussion.

Vote: Carried on a unanimous vote.

## **9. Resolution of New Attorney**

Motion to adopt Resolution 14-09-25 to approve the retention of Brownstein Hyatt Farber Schreck to provide general legal advice and representation to the District moved by Treasurer Pizzi and seconded by Vice President Kreps. No discussion.

Vote: Carried on a unanimous vote.

## **10. Attorney's comment**

Attorney Carolynne White had no comments to bring to the Board

## **11. Accepting Financials**

### **a. July – 2014 and August 2014 Financials:**

Motion to approve July 2014 and August 2014 financials: Moved by Treasurer Pizzi and seconded by Secretary Porter.

Vote: motion carried on a unanimous vote.

### **b. Presentation of 2015 – Draft Budget**

Administrative Director, Lisa Peterson presented the 2015 Draft Budget to the Board. Mention was made that copies to the public would be made available on Monday, September 29, 2014 at 8:30am. At the November 20<sup>th</sup> Regular Board Meeting a public budget hearing would take place.

## **12. 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:

- Aquatics Supervisor: Shana MacDonald acknowledged the hiring of the new Aquatics Supervisor, Sara Schmalfeldt.
- Fall Soccer
- Fall Break Activities
- Fall festival & Trunk or Treat
- Parks and Trails: Shana MacDonald acknowledged that the maintenance team was working hard to respond to all of the wash out areas on the trails due to high levels of rainfall this summer.
- Business Fair: Shana MacDonald acknowledged appreciation to the vendors, participants and the Board Members that came to support the Woodmen Hills Business Fair on September 20, 2014.

### 13. Water and Wastewater Director's Report

Water and Wastewater Director Gene Cozzolino discussed the Water / Wastewater Report which encompassed two months of data:

#### Water:

- RTU Replacement: Update on the transponder upgrades: Upgraded 2 Phase 1 RTU Replacements, with 1 left to install and upgraded 45 Phase 2 RTU Replacements with 24 left to install.
- Transponder Upgrade – Receivers: The third and fourth transceiver was scheduled for install that week.
- Wastewater:
- Falcon Highlands Lift Station: The new impeller has been installed and has greatly reduced clogging.
- Bio Shell Pilot Program: 4" air line for the Bio Shell Pilot Program has been installed. Construction is set for the first week of October. The projected date of the Bio Shell to become operational is mid October.

### 14. Other Business

#### a. Banking Resolution

Motion to approve Resolution 14-09-24 in which is a resolution of the Board of Directors of Woodmen Hills Metropolitan District authorizing its agents to act on behalf of the District in banking transactions moved by Secretary Porter and seconded by Treasurer Pizzi.

Discussion: President Bliss explained that this is to move funds to 1<sup>st</sup> Bank to gain interest.

Vote: Carried on a unanimous vote.

#### b. Pond Lawsuit

President Bliss announced that El Paso County withdrew their lawsuit against Woodmen Hills Metropolitan District.

### 17. Final Public Comment

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

- Amy Schmidt asked about the CCW Hours.
  - Park and Rec Director Shana MacDonald acknowledged that the hours of CCW were changed a few months ago, but the new hours have been posted, updated on website and sent out via eblast.
- Ron Pace Brought forth that he has filed 3 Open Records requests regarding the request of PFA information concentrating on the 990's and information regarding the lease and other bonds.

- o President Bliss stated that the Board would look into it.

## **18. Executive Session**

Motion at 7:29pm by Director Gonzalez and seconded by Vice President Steve to go into executive session to:

- Conference with legal counsel on specific legal questions related to District contracts, litigation, and the lease of property, 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), (e) and (f) 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 7:42pm: Treasurer Pizzi moved and Secretary Porter seconded.

Vote: Carried on a unanimous vote.

## **19. Adjournment**

There being no further business to come before the Board, Treasurer Pizzi moved to adjourn the meeting at 7:43p.m.

The next regular meeting will be held at 6:30 p.m. on Thursday, October 23, 2014 at the Woodmen Hills Community Center West, 11720 Woodmen Hills Drive, Falcon, CO 80831.

  
\_\_\_\_\_  
Walter Porter, Secretary