

**WOODY CREEK METROPOLITAN DISTRICT
MEETING MINUTES
BOARD OF DIRECTORS MEETING
Sept 13, 2021
6:00PM Zoom**

The Board of Directors of the Woody Creek Metropolitan District conducted a regular meeting of the Board of Directors on Sept 13, 2021. The following meeting minutes reflect the primary discussion points and any formal actions taken by the Board of Directors.

Members of the Board of Directors in attendance included Nikki Allen, Cecilia Sanchez, Don McAllister, & Patty Hamilton, thereby a quorum was in attendance. Also present were Krystin Oda Bergstresser, Grant Gladson, Mark & Mary Ann Thompson, Peg O'Brien, Grant Purcell, Curtis Wackerle & Tex Weaver attended a portion of the meeting.

Meeting Agenda & Action Items:

1. Call to Order/Roll Call. (2 min) 6:02 pm
2. Consideration of the agenda. (2-5 min)
3. Consideration and adoption of the minutes from the meeting of July 12, 2021. (2 min)

Nikki moved to adopt minutes from July 12, 2021, Patty seconded, and the Board unanimously approved this item.

4. Discussion regarding Mark Thompson's fine. (5 min)

Nikki moved to waive and refund the \$500 fine pending a 6 month probationary period, Donny seconded, and the Board unanimously approved this item.

5. Property Manager Report. Grant Gladson (10 min)
6. Discussion of parking fees. (5 min)
7. Adoption of Amended Parking Fee Policy (2 min)
8. Treasurer's report. (2 min)
9. Administrators/Bookkeepers Report (2 min)
10. Old Business

A. Playground

11. New Business (5 min)

- A. Call for interested parties to fill vacant seat

Nikki moved to appoint Grant Purcell to the board of directors vacant seat, Donny seconded, and the Board unanimously approved

- B. Resuming in person meetings
C. Legal representation
D. Jetting water lines

Nikki moved to have the water lines jet blown, Donny seconded, and the Board unanimously approved

12. Public Comment – Citizens may take up to three minutes to address the Board. (5-15 min)

Nikki moved to excuse late fees on the Wackerle account for late fees accumulated since April, Patty seconded, and the Board unanimously approved this item.

Nikki moved to excuse late fees on the Gates account for late fees accumulated since May, Donny seconded, and the Board unanimously approved this item.

Nikki moved to excuse late fees on Colleen Brown's account for late fees accumulated, Patty seconded, and the Board unanimously approved this item.

13. Agenda Items for the November 2021 meeting. (5 min)

14. Adjourn 8:36 pm

Meeting Notes:

1. Nikki Allen, Cecilia Sanchez, Don McAllister, and Patty Hamilton were present and so constituted a quorum.
2. Nikki added discussion of legal representation to new business.
3. July 2021 minutes were adopted
4. Mark Thompson gave his account on the encounter with Susan Pew regarding the irrigation issue. He stated he misunderstood a conversation with Grant that gave him the reason to approach Susan. Mark said Susan was friendly and did not seem put off by the visit. Grant Gladson shared his account on the matter and spoke to Susan who was concerned about an unfamiliar resident approaching their property. The board expressed their deep concern that this is not the first time Mark has taken it upon himself to approach and interfere with a WCMD contact, subcontractor, or employee. It has been a repeated behavior that

jeopardizes the productivity of the Metro. Donny suggested reducing the fine and having a probationary period of 6 months and review again at the end of the 6 months. The board agreed to refund the \$500 and discuss after the probationary period. Mark was directed to not approach or communicate with any Metro operation personnel, contacts, or subcontractors, and that exchanges with Grant not be in an aggressive manner. He has also been warned not to harass members of the board of directors.

5. Grant reported paving project was completed. **The Comcast is close to completion with the exception of switching units to the new wiring, which should happen by the end of the month. After the wiring is complete, the existing poles and infrastructure can be removed.** The district saved a lot of money on additional work due to mistakes made by COMcast. Grant and Josh have begun the pump replacement project. Grant thanked Earl Rodgers and other community members for their assistance with getting the playground constructed.
6. Nikki reminded residents that the parking East of Upper River Road is “park at your own risk” and monitored by the county. Grant stated that Craig of the Tavern has been trying to organize taxi operations in that area. He is working on getting the common tract lot reorganized to fit more rv’s, boats, and trailers to try and clear the guest parking area for only guests. Donny would like to see all trailer, boats, and rv’s moved to the back lot and cleared out of the guest lot. Grant will do his best to achieve this. Grant will look into the demo of the remaining shed to open up more spots. If all paid spots are filled, the district will have to move to a lottery system for spots. The board will discuss parking fees at the November meeting. Grant will post new signs in the guest parking area behind the tavern.
7. TABLED until Nov
8. Nikki asked the **board** if there are any budget items to consider for 2022. Donny would like to get quotes on paving the dumpster areas to reduce gravel being plowed into the open space each spring. Nikki shared that once the pump replacement project is complete, she will make a transfer from the Infrastructure fund to the Operating account to cover the expenditures for infrastructure projects completed this year. She will also be making the annual transfer to the Capital Reserve fund by the Nov meeting.
9. Krystin reminded the board that the November meeting will be the hearing for the 2022 budget, and adopting the annual documents concerning the budget and administrative matters. The board will also hold a hearing to discuss the extraterritorial utility fees. Resident statements and the annual letter from the BOD will be sent out in October. Krystin reminded that all accounts must be current to avoid county turnover as of Dec 1st. As a reminder, late fee invoices are sent via email. The board will assist in updating residents' contact info and

mailing preferences. Patty wanted to mention to the community to please respect the board members and not harass them.

10. A. Grant said the playground is constructed and he will follow up on additional donations. The District still needs approx \$1,700 to cover the playground costs. The board will look into additional signage for the playground such as a “kids only” sign for the structure.
11. A. Mark Thompson, Tex Weaver, and Grant Purcell volunteered to serve as a director on the board. The board discussed the candidates and appointed Grant Purcell to the vacant seat.
 - B. The board decided to keep the zoom meetings and discuss the possibility of in person meetings next spring/summer.
 - C. The board discussed the possibility of obtaining legal counsel who specialize in metro districts. Krystin and Donny will look into options to present to the board.
 - D. Grant stated that Riley had suggested the district jet the water lines due to grease build up. It is estimated as a \$5k project. The board agreed to move forward with blowing the lines.
12. Public Comment -
 - Mary Ann asked about the next steps for the cable project. Grant stated the next step will be hooking up the underground to each resident's boxes. She asked about Tavern cardboard & delivery trucks. Grant said he will reach out to Craig. For delivery trucks, residents should contact Grant with the name of the company and a photo and he will report them to Craig. Asked about the resident list/directory.
 - Tex Weaver - Asked about a monthly communication and physical mail.
 - Curtis Wackerle requested relief from late fees that have accrued. After explaining the matter, the board agreed to excuse the late fees.
 - Trish Gates (via letter to the board) requested relief from late fees that have accrued. After explaining the matter, the board agreed to excuse the late fees as well as the 2 May parking fees since the vehicle had been moved.
 - Nikki addressed the board on behalf of Colleen Brown and requested relief from late fees that have accrued. After explaining the matter, the board agreed to excuse the late fees.
 - Mark Thompson entered a request for forgiveness of late fees from a storage unit. The board did not formally excuse the fee. Mark mentioned he might be able to get wood chips for the playground and concrete for the dumpster paving and will be in touch with Grant regarding the availability of these.
 - Grant Purcell was sworn in and read the Oath of Office.
13. Items for next meeting: Discussion of a social media page and newsletter blasts were discussed; determine rolls of board members; legal representation options; gifts for WCMD employees.

14. Meeting adjourned. 8:36 pm

Minutes prepared by Krystin Oda Bergstresser - Administrator