

**WOODY CREEK METROPOLITAN DISTRICT
MEETING MINUTES
BOARD OF DIRECTORS MEETING
January 4, 2021
6:00PM Zoom**

The Board of Directors of the Woody Creek Metropolitan District conducted a regular meeting of the Board of Directors on January 4, 2021. The following meeting minutes reflect the primary discussion points and any formal actions taken by the Board of Directors. The meeting notice and agenda were posted more than 30 days in advance on the website.

Members of the Board of Directors in attendance included Nikki Allen, Cecilia Sanchez, & Audrey Krill, thereby a quorum was in attendance. Also present were Krystin Oda Bergstresser, Grant Gladson, Don McAllister. Peg O'Brien and Curtis Wackerle attended most of the meeting.

Meeting Agenda & Action Items:

1. Call to Order/Roll Call. (2 min) 6:04 pm
2. Consideration of the agenda. (2-5 min)
3. Consideration and adoption of the meeting minutes from November 10, 2020. (2 min)

Nikki moved to adopt minutes from November 10, 2020, Cecelia seconded, and the Board unanimously approved this item.

4. Discussion and consideration of utility fee adjustment for extraterritorial properties. (5-10 min)

Nikki moved to increase the utility fee for 6 Woody Creek Plaza to \$304.71 and the Post Office to \$273.18, Audrey seconded, and the Board unanimously approved this item.

5. Property manager's report. Grant (5 min)
6. Treasurer's report – Update on Current Financial status. Nikki (5 min)
7. Administrator's report. Krystin (5 min)
8. Old Business

A. Playground

9. New Business (5 min)

- A. Announcements for website
- B. Grant Gladson contract renewal for Property management

Audrey moved to approve the contract for Grant Gladson for 2021, Nikki seconded, and the Board unanimously approved this item.

- C. Consideration and adoption of Transparency notice.

Nikki moved to adopt the 2021 Transparency Notice, Cecelia seconded, and the Board unanimously approved this item.

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

11. Agenda Items for the March 2021 meeting. (5 min)

12. Adjourn 7:06pm

Meeting Notes:

1. Nikki Allen, Cecilia Sanchez, and Audrey Krill were present and so constituted a quorum.
2. The item of Grant Gladson's contract renewal and consideration of the Transparency notice were added to new business.
3. November 2020 minutes were adopted
4. BOD discussed the utility fee for the extraterritorial entities. As per the calculation the utility fee will increase for 2021. The utility fee for 6 Woody Creek Plaza now includes trash services. The notice of utility fee change will be sent out with 30 days notice and will be effective March 1, 2021. As per the CO statute 32-1-1001(2)(h), CRS this discussion was held with 30 days notice.
5. Grant shared that shed rentals & parking are going smoothly. He discovered which residents are parking in the 72 hour spots regularly. He explained that at the moment there are no spots in the common tract due to snow, but spots can be reorganized to provide parking to the residents that need them. The BOD discussed how to notify those parked in the 72 hour spaces of the WCMD parking program. The board directed Grant to place fliers on the vehicles notifying them of the parking fees and that they will be assessed if the vehicles remain parked in the lot. The BOD asked the minutes to reflect that this is not a permanent solution and is a work in progress to solve the 72 hour parking issue. Grant also reported that the north end dumpster is locked and the code has been

shared with Riley and the residents. If residents continue to leave the dumpster unlocked, it will only be available to Riley.

6. Nikki gave the treasurer's report. The percentage of expenditures is currently at 70% of income due to the parking and storage program. The BOD discussed transferring the overage to the Capital Replacement Fund.
7. Krystin reported all documents were filed with the Pitkin County Commissioners in accordance with the Dec 15th deadline as well as the documents for DOLA for the Jan 30th deadline. We are still waiting on confirmation regarding the 2019 audit exemption. The state informed us they are backed up due to Covid and will let us know as soon as they process it whether it is approved or not.
8. Discussion of playground postponed, Scott Kenner not in attendance.
9. Discussed topics for the website- board director open seat, 72 parking, fire lanes. Review of Grant Gladson's contract for property management and renewal. Adoption of transparency notice for 2021.
10. Nikki asked forgiveness of late fee from December 2020
Cecilia asked about parking regulations in front of her property.
Audrey asked about website postings for parking balances.
11. Items previously discussed for March agenda.
12. Meeting adjourned. 7:06pm

Minutes prepared by Krystin Oda Bergstresser - Administrator