

**WOODY CREEK METROPOLITAN DISTRICT**  
**MEETING MINUTES**  
**QUARTERLY BOARD OF DIRECTORS MEETING**

**August 26, 2019**

**6:30PM Woody Creek Laundromat**

The Board of Directors of the Woody Creek Metropolitan District conducted a regularly scheduled quarterly meeting of the Board of Directors on August 26, 2019. 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 at least 72 hours in advance at three designated locations within the District boundaries, on the website and published in the Aspen Times Weekly.

Members of the Board of Directors in attendance included Patricia Hamilton (6:50pm), Sarah Evans, Cecilia Sanchez and Nikki Allen, thereby constituting a quorum. Others in attendance included Krystin Oda Bergstresser, Guy Fulfer, Don McAllister, Mary Ann Thompson, Peg O'Brien, Gus Filiss, & Brad Matthews.

**Item #1. Roll Call (6:32pm)**

Sarah Evans, Treasurer, noted there was a quorum and that therefore, the meeting was entitled to proceed to action items.

**Item #2. Consideration of the Agenda**

No changes were made to the agenda.

**Item #3. Consideration and Adoption of Minutes from May 6, 2019 meeting.**

Item adoption postponed until next meeting as all board members had not yet reviewed the minutes.

**Item #4. Appointment of Krystin Oda Bergstresser as WCMD Administrator.**

*Sarah moved and Nikki seconded the motion, the Board moved unanimously to approve this item.*

**Item #5. Approval of board for obtaining Balcomb & Greene as WCMD attorneys:**

*Sarah moved and Nikki seconded the motion, the Board moved unanimously to approve this item.*

**Item #6 – Update and recommendation to the BOD regarding Parking and Storage Opportunities on District owned property.**

Guy Fulfer gave an update on the parking/storage program and presented a Parking Land Use Agreement. Due to the potential legalities of holding multiple contracts, the board proposed a Parking Fee Policy of \$25 per vehicle/RV/oversized property for managing the district parking and storage areas, as well as assessing delinquent charges of \$15 if fees had not been paid. This policy is temporary until the official lottery system is set in place and fees will increase. The Board directed Krystin to draft and distribute the Parking Fee Notice & Policy.

*The resolution was approved unanimously by the Board.*

*Nikki motioned for the Board to direct Guy Fulfer to oversee the transition and registering the vehicles on the lot. Sarah seconded the motion, and the Board moved unanimously to approve.*

Gus Filiss reminded the group that the fence is not WCMD property and suggested signage be posted to inform residents it is private property.

**Item #7. Discussion of policies by Board of Directors regarding parking and storage on District owned property.**

In addition to Item 6, the BOD discussed enforcing the covenants as they pertain to all parking matters.

**Item #8. Discussion and Possible adoption of Meeting procedures.**

Item skipped

**Item #9. Review and Discussion of Administrator’s November 3, 2018 memorandum.**

Sarah addressed Andrew’s memo and highlighted

- a. Capital Planning Effort - In the Works
- b. Budget Committee
- c. Property Manager
- d. Board Manual - Krystin directed to update and outline BOD manual.

e. More Meetings - Item 10

**Item #10. Discussion regarding additional Board of Directors meetings.**

Sarah proposed bimonthly meetings, the first Monday of every odd month for 2020.

*Sarah motioned to change the meeting schedule, and was approved unanimously by the Board.*

Discussion of recruiting Board members and devising a strategy to personally ask community members to join.

**Item #11. Discussion of Hiring a Property Management Firm District Operations and Functions.**

Discussion of funding to support a property manager or management company. Nikki provided a quote from Hank of a flat-fee based estimate, off the number of homes (58) in the association. 58 homes at \$45 per month at 12 months is \$ 31,320 per year. Nikki asked for recommendations of any interested parties for additional quotes.

**Item #12. Infrastructure Report:**

Gus Filiss reported we are ready to move forward with the work. Nikki touched base with Rick to line up a time to begin the work on Friday August 30th. Estimate from Comcast will need to be updated.

**Item #13. Discussion of North End Dumpster:**

BOD discussed solutions to the excessive dumping and dumpster overflow. 4yd dumpster to be moved to North End spot.

**Item #14. Discuss APCHA update. Invite an APCHA member to attend the Nov 5th meeting to explain how individual home values are assessed.**

Peg presented APCHA documents & process for assessing values. Peg raised attention to the fact that APCHA has not followed proper procedures for the evaluations. Nikki suggested to invite Cindy to come speak to the community about property assessments.

BOD addressed the Fines Policy Amendment.

*Nikki motioned to adopt amendment, Cecilia seconded the motion, and was approved unanimously by the Board.*

**Item #15. Treasurer's Report:**

Sarah Evans gave the group an update on finances.

Budget committee confirmed of Guy Filiss, Sarah Evans, & Krystin Oda Bergstresser.

Sarah directed Krystin to research investment options.

**Item #16. Old Business:**

- a. Recycling - previously discussed
- b. Garden Committee - nothing to discuss
- c. Playground Committee - Brad Matthews reported he found a playground system they would like to install. Board directed Brad to oversee the playground installation. Krystin to look into insurance liability. Brad suggested a district fundraiser for the playground.

**Item #17. New Business**

Suggestion of dog waste bags be installed near open space. Brad volunteered to provide bags.

*Sarah motioned for Brad to supply & install waste bags, Nikki seconded the motion, and the motion was approved unanimously by the Board.*

**Item #18. Public Comment:**

Gary asked about APCHA & Cindy attending a meeting. BOD said this was previously discussed.

Peg thanked the board for their work.

Mary Ann asked about cable & internet overhead lines, Nikki & Gus mentioned they no longer install lines that way.

**Item #19. Agenda Items for Nov 4th meeting.**

No discussion

**Item #20. Meeting Adjourned (9:02 pm)**

Minutes prepared by Krystin Oda Bergstresser, District Administrator.