

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE WOODMEN HILLS METROPOLITAN DISTRICT
February 25, 2021**

Attendance:

Board Members present: President Troy Stinson, Secretary Neil Erickson, Treasurer Stacey Popovich, Vice President Sherry Ringen, and Director Jonathan Martin;

District personnel present: General Manager Jerry Jacobson, Park & Rec Director Jedd Sims, Director of Administration Rachel Hawkins, and Legal Counsel Ted Bendelow

Guests present:

1. Call to order

Convene: President Stinson called the meeting to order at 5:36 pm

2. Roll Call

Roll call: Jon Martin, Stacey Popovich, Troy Stinson, and Neil Erickson present;

3. Executive Session

Motion: motion to enter executive session for determining positions relative to matters that may be subject to negotiation, CRS 24-6-402(4)(e)

Moved: Director Martin moved

Second: Treasurer Popovich second

Discussion: N/A

Vote: Carried by unanimous vote

4. President's Welcome and Remarks and Rules of Conduct

President Stinson welcomed everyone and thanked people for being here.
Pledge recited.

5. Approval of Agenda

Motion: motion to approve the agenda as written

Moved: Secretary Erickson moved

Second: Treasurer Popovich second

Discussion: N/A

Vote: Carried by unanimous vote

6. Approval/Disapproval of Board Minutes

Motion: Move to approve the minutes for the meeting minutes as written

Moved: Vice President Ringen moved

Second: Secretary Erickson second

Discussion: N/A

Vote: Carried by unanimous vote

7. Attorney's Report

- Meeting with Paint Brush, they sent Ted a list of issues
 - Jerry will respond within a week to their issues
 - The goal is to find a resolution and not litigate
- The soft cost agreement with Melody Homes
 - It is signed
 - The escrow processes have been a hassle, but it is complete
- Guthrie Line
 - The unresolved issue regarding an easement
 - We cannot find the document
 - Ted suggests we get an O&E done
 - Guthrie is owned 50/50 with Meridian
 - We are researching any records, including:
 - a. Is there an agreement or documentation?
 - b. Is the documentation signed?
 - c. Is the documentation correct?
- Pending termination of a vendor
 - Final stages of deciding how to terminate
- Two inclusion agreements still pending
 - International Development
 - Circle K

8. Approval/Disapproval of Financials

Motion: To approve financials

Moved: Secretary Erickson moved

Second: Treasurer Popovich second

Discussion: Questions came up regarding salaries and wages as well as utilities; Rachel will get the answers to the board

Vote: carried by unanimous vote

9. Parks and Recreation Report

- Maintenance finishing lobby and cardio room
 - Plowing and weather keeping up well
- Classes are going well
 - Looking to add more

- On beautification day, we have ten signed
- Leagues
 - Spring Disc Golf
 - Spring Soccer
- Rentals
 - Swim teams
 - Kayaking groups
 - Liberty tree
 - Karate studio
- Concerts in the Park
 - Five concerts
 - Food trucks booked
 - They will be in the same spot as of now
 - Jedd's working on a backup plan
- Sponsors
 - Two-disc golf holes
 - Concerts sponsors
 - Disc golf scorecards sponsored
 - Stratus IQ pays a referral for each signup
- Balcon bathroom
 - Waiting to hear back from General Contractors
 - As well as to hear back from PPRBD
- RCE addition
 - Roughly \$74,000 increase
 - Had \$64,000 in contingency
 - \$10,000 can come from the outdoor fitness equipment
 - If we sign off on this increase, they will order the metal building
 - They think they care to reduce that by \$35,000-\$40,000; our insurance does not require a fire suppression system, nor does PPRBD
 - We will reach out to the Fire Department
 - Expecting permit by the end of week and ground to break two weeks after that
 - Troy would say yes to the increase and no to removing the fire suppression system
 - Ted would like Jedd to show due diligence on the fire suppression system

Motion: To approve the change order

Moved: Director Martin moved

Second: President Stinson second

Discussion: N/A

Vote: carried by unanimous vote

- Land behind Falcon Fire

- We would take over maintenance; they would lease it to us for \$1/yr. for 100 years
- The fire department would have to subdivide the land, and we would take over maintenance
- The pipe that goes into the Fire Department would be their responsibility
- Ted will review the proposal and service plan to determine how to approach the agreement
- FOB system at CCW
 - Any interest in reopening
 - Neil asked if we had video surveillance, signs posted, and what the Colorado statute states
 - We would rely on the honor system
 - Troy would like us to continue with what we're doing
 - Neil is in agreement
 - We will revisit this issue at another date
- Fitness equipment contract
 - Price increase coming
 - The lease is less than \$2,000/month
 - We currently lease from them
 - Jerry took care of this

10. Water and Wastewater Report

- We will clean and inspect mains with warmer weather
- Lift Stations are all operational; we did report a communication failure
- WWTP tests are in compliance
 - We have high concentrations of spirillum for foaming
- No exposure stormwater permit approved
- All water systems doing well
- Pump 3 upgrade is waiting on parts; Ross Electric will perform the upgrades
- Crew helps residents with frozen water pipes
- Water breaks in Falcon Highlands
 - One in the old liquor store building and a vacant lot
 - Our crews helped out
- Bent Grass constructions are ongoing
 - Working on phase 3
 - Completion for build-out due in 2024
- Falcon Market Place won't start building until after April
- Oakwood is relocating the Tamlin line, which is a 12 inch ductile
 - They are increasing to a 16 inch PVC
 - It will cost WHMD \$10,000
- Sterling Ranch
 - A project at Meridian and Woodmen

- Our crews were only onsite to make sure appropriately backfilled and our infrastructure was not damaged
- We have a couple of new hires in the office and on the water/wastewater crews
- Ten-year projection
 - Projection updates performed periodically
 - This document will assist as a roadmap for upcoming projects and district needs

11. Items Unfinished from Previous Meeting

- Would like notification if IT has not completed Cloud and email migration by the 28
- Balcon bathroom
- Fire suppression system
- Falcon fire land
- Utilities and salaries budget
- Ten-year capital plan for Park and Rec
- FOB system
- Inclusion agreements
- Paint Brush
- Guthrie Easements

12. Board Follow-up

- Tank sale, we just received a list of contractors who could move it; we are still investigating this, this will be continuing to be on the list
- 3rd party locators are doing them currently
- Risk and resilience plan will be working with JDS on that, will be done in good time

13. Public Comment Regarding Current Board Business Not on the Agenda

- No public comment

14. Other Business

- Stacey would like packets on Friday
- Troy would like it the sooner, the better
- Jon understands Jerry's side of it with reports; he would like info besides the reports earlier
- Neil would like it in pieces with the packet compiled at a later date
- Agenda created Thursday; A week before the meeting
- Board packets will go out the Friday before

15. Adjournment

Motion: Motion for adjournment at 8:24 pm

Moved: Treasurer Popovich moved

Second: Secretary Erickson second

Discussion: N/A

Carried: carried by unanimous vote

The next regular meeting will be held at 5:30 pm on Thursday, March 25, 2021, at Woodmen Hills Community Center, 11720 Woodmen Hills Drive, Falcon, CO 80831

Board Secretary