

**WOODY CREEK METROPOLITAN DISTRICT**  
**MEETING MINUTES**  
**QUARTERLY BOARD OF DIRECTORS MEETING**  
**February 4, 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 February 4, 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 (President), Sarah Evans, Cecilia Sanchez and Nikki Allen, thereby constituting a quorum. Others in attendance included Andrew McGregor, Guy Fulfer, Don McAllister, Mary Ann Thompson, Judy Colineri , John Edwards and Stella .

**Item #1. Roll Call**

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 November 5, 2018 meeting.**

*Nikki moved, Sarah seconded and the motion to approve carried unanimously.*

**Item #4. Public Comment:**

Mary Ann Thompson read addressed the Board and distributed a memo. She inquired about billing procedures, storage facilities fines and compost facilities. After a short presentation, the Board agreed to respond to Mary Ann's questions in writing.

Stella addressed the Board. She voiced her concerns about the need for an onsite manager. She expressed her frustration at not receiving any communications or responses from Board members.

Don McAllister addressed the Board with a suggestion that the snowplowers not plow when there is only one inch but rather wait until there is at least three inches. Sarah said she will address this issue with the contractor.

**Item #5. Election of officers:**

Sarah nominated Patty Hamilton as President. Nikki seconded the nomination and the vote carried unanimously. Nikki volunteered to be Secretary. Patty moved to approve Nikki Allen as Secretary, seconded by Sarah and the motion was approved unanimously.

**Item #6 – Consideration and Adoption of Resolution 2019-1, Designating a Public Place for Posting Meeting Notices During Calendar year 2019.**

The resolution was approved unanimously.

**Item #7. Treasurer's Report**

Sarah Evans, Treasurer, gave the group an update on finances. She noted that monies had been transferred to reserves as indicated in the adopted budget.

She noted that 19 parties were late paying bills in January.

She also noted that something for the Board of Directors to consider would be a part time property manager position to address issues of community residents in a timely manner.

**Item #8 Discussion and Possible Action Regarding Log Term Parking and Storage Policy. Guy Fulfer and Don McAllister.**

Don and Guy described how they intend to have a public input process to gather community opinions on the parking and storage strategy. Guy has already created a website but it hasn't generated much feedback to date. They would like to hold a public meeting in April to gather input. They requested that the Board assist in the cost of mailings to publicize the meeting. They distributed a draft meeting notice. The Board provided constructive input.

Guy noted that there are some complex issues that require considerable input from the community and the Directors including enforcement, duration of leases, lottery for limited spaces, etc.

The Board agreed to a special meeting on April 15<sup>th</sup> to host the presentation and gather public input on long term storage and parking. Furthermore, it is their intention to place this matter on their May 6<sup>th</sup> agenda for formal adoption of a policy or policies.

**Item #9. Appointment of Attorney and Authorize the President to Execute the Engagement Letter and Appointment of Legal Liaison.**

The Board reviewed the engagement letter from Balcomb Green and directed the President to execute the document. It was agreed that Gus, Andrew and the Board members would have access to the attorneys.

**Item #10. Cancellation of Delinquency penalties for the Post Office for 2018.**

Sarah moved and Nikki seconded a motion to cancel this fee. The Board moved unanimously to approve this item.

**Item #11. Infrastructure Report.**

Gus was not in attendance to provide this report. Sarah noted that in response to a neighbor communication, a street light was repaired.

**Item #12. Administrator's Report.**

Andrew presented his revised contract for the Board's consideration. He noted that this contract is an annual contract and is substantially similar to its predecessor. Sarah moved and Nikki seconded to approve the contract. The Board approved the motion unanimously.

Andrew shared the communications with Pitkin County regarding the Metro District's potential interest in managing parking within the County road ROW. The Board expressed no interest in extra-territorial parking enforcement and directed Andrew to respond to Pitkin County accordingly.

**Item # 13. Old Business.**

Nikki noticed reported that there had been a reduction in the volume of recycling materials lately. The compost facility is working well in its current location.

**Item #14. New Business.**

Sarah mentioned an incident of harassment that she personally experienced from a community member. She and the Board discussed possible responses and strategies to protect Board members. It was suggested that a property manager might alleviate some of these issues and confrontations. Nikki agreed to do some research on costs and services of community/property managers and report at the next meeting.

In response to concerns raised by a citizen at the beginning of the meeting, it was agreed the BOD needs to revisit the completion of the infrastructure in the community. Nikki agreed to host a meeting on this topic to get the subject rolling. A report to the Board would be agendaized for the next meeting.

Sarah asked the Board if they would be willing to acknowledge Peg's service to the BOD. She moved to approve an expenditure of up to \$250.00 for a gift for Peg. The motion carried unanimously.

Andrew agreed to distribute water conversation policies for the next meeting's agenda.

**Item 17. Adjournment**

At 8:20, the meeting was adjourned.

**Item #17. Adjourn**

The meeting was adjourned.

Minutes prepared by Andrew McGregor, District Administrator.