

Record of Proceedings February 6, 2017
Minutes of the Meeting of the board of directors of the
Woody Creek Metropolitan District

A regularly scheduled public meeting of the Board of Directors of the Woody Creek Metropolitan District, Pitkin County, Colorado, was held **Monday, February 6, 2017** beginning at **6:00 pm** at the Woody Creek Community Center, 0006 Woody Creek Plaza, Woody Creek, Colorado.

The meeting notice and agenda had been published and posted at least 72 hours in advance at three (3) designated locations within the District Boundaries.

The following MTD directors were present and acting:

Don McAllister
Guy Fulfer - Treasurer
Audrey Krill - President
Peg O'Brien – VP & Asst Secretary
Colleen Brown - Secretary

Also in attendance were:

Gus Filiss HOA President (arrival time 6:20)
John Edwards HOA Treasurer
Andrew McGregor

1. Call to Order 6:05 PM

The meeting of the Board of Directors of Woody Creek Metropolitan District (MTD) was called to order noting a quorum was present.

2. Consideration of the Agenda. Audrey approved the agenda.

3. Public comment. Time offered to each non-director, declined at this time.

4. Consideration of Minutes of November 7, 2016. Peg O'Brien moved, and Donnie seconded the motion to approve the minutes. The motion carried unanimously.

5. Consideration of Penalties/Fees and Payments of Balances in Arrears. (Note: This item was originally #8 on the agenda).

Guy made a suggestion to put payment status of district members on the website for ease of access to the information. Audrey expressed her reluctance to include dollar amounts citing privacy concerns. It was pointed out that by including amounts, all would have access to their current standing and the necessity and cost of sending regular statements would be avoided. **Guy made a motion to place the payment status of members, including dollar amounts, on the website. The motion was seconded by Peg and was approved by a vote of 4-1 (Krill).**

The Board discussed various strategies for collecting delinquent fees. After

considerable discussion, **Peg made a motion, which was seconded by Audrey, as follows. “Full payment of HOA assessments, storage/parking rental and the month’s utility fee shall be due on the first of the month, and delinquent on the 5th of the month. A late fee of 15% of the total outstanding balance as of December 1st. Delinquent accounts will be turned over to the County for collection in the next year’s tax bill on December 15th. All payments will be credited first to the oldest accounts, then to penalties and fees then to the current utility fee. 2017 penalty holiday through the end of April. Commencing May 1st, if arrears exist and/or late payments occur, penalties and fees will apply.” The motion passed unanimously.**

5A. Report on HOA – Metro District Conveyance - Peg noted that there was 95% official HOA-Member approval and an 87% total (members-in-good-standing + not-in-good-standing) participation of the homeowner membership to approve the conveyance from the HOA to the Metro District. All votes submitted were in favor. The Board discussed the continuing confusion on some parties’ part about the relationship between the two entities. Gus suggested that a reminder be sent out to each account holder to remind them to make their payments to the Metro District now. Guy mentioned that more and more folks are getting it right and it might be easier just to let those folks know individually that it’s time to send to Metro. Meanwhile, checks sent to HOA will be stamped over to Metro. No action directed by the board at this time.

5B. Overview of accomplishments and current status of the Metro District – Peg provided an overview of the chronology of accomplishments that led to the Metro District being up and running today.

6. A Consideration of Retaining an Administrator –Peg introduced Andrew McGregor. Andrew described his relevant personal and professional experience. Donnie inquired about the various roles of the bookkeeper, attorney, and the administrator. **Peg made a motion to engage Andrew McGregor per the terms of the proposal. Audrey seconded the motion. The motion carried unanimously.**

The Board briefly discussed the contributions of their predecessors in the HOA, especially Sandy McAllister. Peg suggested that the Board formally acknowledge Sandy’s contributions. John Edwards thanked Gus and the current Board of Directors for their hard work in establishing the Metro District.

6B. Authorize Designated Official Custodian of Public Records – Audrey designates Andrew McGregor as the official custodian of public records as it relates to the Metro District. No action is required by the BOD.

6C. Authorize Administrator to seek DOLA exemption from Audit requirement – **Peg made a motion, which was seconded by Audrey, to pursue the waiver. The motion was approved unanimously.** Direction was provided by the board for the Administrator to pursue an audit exemption. The deadline for this action is March 31, 2017.

6D. Ask Administrator to Research SDA Membership Benefits – The question from the Board is do the benefits of membership (discounts on work comp or general liability premiums) outweigh the cost (when we do not carry w/c) ? Andrew will investigate and report to the BOD in May.

7. Designation of Official Posting Location: the bulliten board at the Woody Creek Post Office.

8b. Establish a minimum 2% charge for extraterritorial customers – The Board discussed the pros and cons of charging a unique fee for parties outside the district. After some discussion, **Peg made a motion to charge 2% of the total allocated funds for extraterritorial properties. Donnie seconded the motion and the motion passed unanimously.**

9. Other Business – Gus noted that we need to get people hooked up to the irrigation system. Guy noted that a committee was needed to accelerate the completion of the infrastructure improvements. Audrey asked if she could see a list of outstanding improvements. Regarding the management of parking and storage, Donnie agreed to put together a draft policy for the BOD to consider. It will require vetting by the HOA. The BOD discussed the need to enforce Lanny to vacate the storage shed. . Audrey made a motion to notify Lannie to vacate the shed. Colleen seconded the motion and it passed unanimously.

10. Adjournment: There being no further business to come before the board and upon motion duly made it was unanimously resolved to adjourn the meeting of the Woody Creek Metropolitan District Board of Directors held February 6, 2017.

Respectfully submitted,

Andrew McGregor, Administrator