

**WOODY CREEK METROPOLITAN DISTRICT  
MEETING MINUTES  
BOARD OF DIRECTORS MEETING  
November 6, 2023  
6:10PM Zoom**

The Board of Directors of the Woody Creek Metropolitan District conducted a regular meeting of the Board of Directors on November 6, 2023. 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 24 hours in advance at the designated location within the District boundaries and on the website.

Members of the Board of Directors in attendance included Don McAllister, Curtis Wackerle, and Patty Hamilton thereby a quorum was in attendance. Also present were Colin Mielke, Ruben Salas, Krystin Oda Bergstresser, Guy Fulfer, & Grant Gladson. Susie Jimenez attended a portion of the meeting.

Meeting Agenda & Action Items:

1. Call to Order/Roll Call. (2 min) 6:12 pm
2. Consideration of the agenda. (2 min)
3. Consideration and adoption of the minutes from the meeting of September 11, 2023. (2 min)

**Donny motioned to adopt minutes from September 11, 2023, Curtis seconded, approved unanimously.**

4. Operator in Responsible Charge Report (5 min)
  - A. Update from Kyra Gregory and Q&A
5. Property managers report. (5 min)
  - A. Property manager/district planner scope of work review & consideration
6. Treasurer's Report. (5 min)
7. Administrator's Report.
8. Consideration of utility fee adjustment for extraterritorial properties. (5-10 min)

**Donny motioned to increase the utility fees for the Tavern to \$30,000 per year, and 6B at \$19,396, Patty seconded, approved unanimously.**

9. Public hearing to consider the draft 2024 Budget. (10 min)
10. Adoption of a Resolution Approving the Draft 2024 Budget for the Woody Creek Metropolitan District. (2 min)

**Donny motioned to adopt the 2024 budget, Patty seconded, approved unanimously.**

11. Adoption of a Resolution Appropriating Sums of Money as set forth in the 2024 Budget, Resolution to Set Mill Levies, and Resolution of Annual Administrative Matters. (5 min)

**Donny motioned to adopt the Resolution Appropriating Sums of Money as set forth in the 2024 Budget, Resolution to Set Mill Levies, and Resolution of Annual Administrative Matters, Fee Resolution, Patty seconded, approved unanimously.**

12. Old Business

A. Laundromat/Community Building & WC Caucus contract

13. New Business (20 min)

14. Public Comment – Citizens may take up to three minutes to address the Board.

15. Agenda Items for the January 2024 meeting. (5 min)

16. Adjourn

#### Meeting Notes:

1. Donny, Patty, Susie & Curtis were in attendance, and a quorum was present.
2. Agenda approved
3. Minutes were adopted
4. Ruben Salas shared the team has made leaps and bounds in restoring the treatment plant. They installed lightning protection which has already proven itself. The plant is close to running in full auto mode. The state inspection went well and there are a few areas that still need improvements with the wastewater and drinking water treatment. Grant G shared that any funding will be received in 6-8 months, the state has been extremely supportive in sending information on how to obtain funds for assistance. The RCAC is a federal funded organization that will perform a rate study to narrow in on the grants that will be applied for.
5. Grant had no additional report other than the infrastructure update.

- A. The proposition of the District Manager was discussed. The proposed role would focus more on infrastructure projects and obtaining financing and less on day to day and general grounds maintenance. There is concern of the significant increase to budget for a District Manager as well as a Property Manager. The discussion of separating the roles will continue in the upcoming months and will evolve as the metro sees the progress of grants and funding.
6. YTD financials were reviewed. The waste water improvements resulted in significant unexpected expenses. Grant funding is being pursued to assist the district with funds to complete the project.
7. Krystin reminded the board of upcoming deadlines.
8. The extraterritorial utility fees were considered and the new rate fees will be the Tavern at \$30,000 per year, and 6B at \$19,396. It has been confirmed that the commercial entities do account for about 50% of the pressure put on the system.
9. The proposed budget was reviewed.
10. The 2024 Budget was adopted
11. The resolutions for 2024 were adopted.
12. A. Donny has a quote for replacing the heater in the laundromat and would like to do that replacement. The caucus has not responded to the request of improvements to utilize the space.
13. The board discussed residential interference with district operations and the penalties for that behavior.
14. Guy Fulfer shared that Susie and Rachel would love to see the heater repaired so the residents can use the laundromat; he shared he believes the commercial entities should not be “gifted” the guest parking spaces; he thanked the board for their time and work. Guy asked if MANAUS has been contacted about assistance with the grant writing.
15. Utility Fee increase, shed fee increase, park name, signage, District manager position
16. Meeting adjourned 8:38 pm

Minutes prepared by Krystin Oda Bergstresser - Administrator