

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE WOODMEN HILLS METROPOLITAN DISTRICT
February 24, 2022**

Attendance:

Board Members present: President Troy Stinson, Secretary Neil Erickson, Treasurer Stacey Popovich, and Director Jonathan Martin.

District personnel present: Parks & Rec Director Jedd Sims, Water Enterprise Director JD Shivvers, Wastewater Enterprise Director Wally Eaves, Comptroller Carter Bullion, Legal Counsel Ted Bendelow.

1. Call to order

Convene: President Stinson calls the meeting to order at 5:42 pm.

2. Roll Call

Roll call: Troy Stinson, Neil Erickson, Stacey Popovich, and Jonathan Martin present.

3. President's Welcome Remarks and Rules of Conduct

President Stinson welcomes everyone at the meeting, Stacey Popovich leads Pledge of Allegiance.

4. Approval/Disapproval of the agenda

Motion: Motion to approve the agenda

Moved: Secretary Erickson moves

Second: Treasurer Popovich seconds

Discussion: None

Vote: Carried by unanimous vote

5. Approval/Disapproval of the minutes

Popovich moves to amend the January minutes to include the cost of the approved Zamboni (\$7,500.00).

Motion: To accept an amendment to the January 27 minutes to include cost of the approved Zamboni (\$7,500.00).

Moved: Moved by Secretary Erickson

Second: Seconded by Treasurer Popovich

Discussion: None

Vote: Carried by unanimous vote

Motion: To accept an amendment to the January 27 minutes to include response to the question asked for posting meetings.

Here is the Notice requirement for Special Meetings:

SDA Manual: Special meetings include study sessions at which a quorum of the Board is in attendance and notice of the meetings has been given in accordance with §24-6-402 (2) (c), C.R.S. and at which information is presented to the Board, but no official action can be taken by the Board.

CRS §24-6-402(2)(c): "Any meetings at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or at which a majority or quorum of the body is in attendance, or is expected to be in attendance, shall be held only after full and timely notice to the public. In addition to any other means of full and timely notice, a local public body shall be deemed to have given full and timely notice if the notice of the meeting is posted in a designated public place within the boundaries of the local public body no less than twenty-four hours prior to the holding of the meeting. The public place or places for posting such notice shall be designated annually at the local public body's first regular meeting of each calendar year. The posting shall include specific agenda information where possible."

Moved: Moved by Secretary Erickson

Second: Seconded by Director Martin

Discussion: None

Vote: Carried by unanimous vote

Motion: Motion to accept minutes as amended

Moved: Moved by Treasurer Popovich

Second: Secretary Erickson seconds

Discussion: None

Vote: Carried by unanimous vote

6. Attorney report

Bendelow says he has a number of items to address but will do so in executive session.

7. Approval/Disapproval of Financials

Comptroller Carter Bullion gives an update on financials, provides January's performance numbers. Income was budgeted at 921k and came in at almost 1.1mil. 177k over budget in revenue. Expenses were budgeted at 685k and came in at 420k, 265k under budget in expenses.

Board discusses how budget is reviewed.

Motion: To accept 2021 year end financials

Moved: Moved by Treasury Popovich

Second: Seconded by Secretary Erickson

Discussion: None

Vote: Carried by unanimous vote

8. 2022 Election Resolution

WHMD consultant Daniel Cole reads Designated Election Officer Wayne Williams report:

Report from Wayne Williams

Designated Election Official

21 February 2022

1. Publication of Call for Nominations was published prominently at the top of the District's website from February 4 to present and in the Ranchland News on Thursday, February 10. Self-nomination forms are available on the district's website and at the district's office. Deadline: Friday, February 28th, 4:30 p.m.

As of close of business today, current candidates: Stacey Popovich

2. El Paso County has agreed that we may use the Falcon 24/7 drop box for return of ballots located at Fire Station 1 (just as we did in 2020).

3. Contract with Runbeck Election Services was executed by the district for printing and mailing of ballots. Envelopes and secrecy sleeves have been designed for both domestic and UOCAVA voters.

Motion: To approve 2022 election resolution

Moved: Moved by Treasury Popovich

Second: Seconded by Director Martin

Discussion: None

Vote: Carried by unanimous vote

9. Banking Resolution

Motion: To approve Banking Resolution

Moved: Moved by Treasury Popovich

Second: Seconded by President Stinson

Discussion: None

Vote: Carried by unanimous vote

10. Delinquent Account Resolution

20 accounts totaling \$11,120.47. All accounts are over 121 days and over \$150.

Motion: To approve Delinquent Account Resolution

Moved: Moved by Treasurer Popovich

Second: Seconded by Director Martin

Discussion: None

Vote: Carried by unanimous vote

11. Resolution to adopt changes to the District employee handbook

Motion: To approve employee handbook changes with the following changes:

1. Change "An Employee" to "non-Exempt Employee"

2. Split 12 hours OT statement and 40 Hour statement into separate paragraphs

Moved: Moved by Treasurer Popovich

Second: Seconded by President Stinson

Vote: Carried by unanimous vote

12. Annual administrative resolution

Carter mentions correction to original version excluding the term "General manager." Bendelow discusses with board what is required to be physically posted.

Motion: To approve resolution
Moved: Moved by Treasurer Popovich
Second: Seconded by Director Martin
Discussion: None
Vote: Carried by unanimous vote

13. Discussion of wastewater plant expansion

Wastewater enterprise director Wally Eaves gives an update, expects expansion to cost about \$33 million. Expects final figures to come by next board meeting. Stinson explains that WHMD purchased appx. 110 acres from JD Johnson & Hills for appx. 415k.

14. Parks & Rec Report

Jedd Sims gives an update on construction projects, switched companies for bathroom renovations. Interior walls for the gym are in with a second coat of paint. Baseboards are in. Transition ramps in entries will be in in the next week or so. Hallways have been repainted, locker rooms being repainted. New water heater. Pool pumps were leaking, valves were replaced. Company looked over everything to see what's wrong. More valves and lines that are old and cracked. They recommend a new heater, recommend new lines. Finalized maintenance manual. Bathroom leaks caught during remodeling.

15. Water Enterprise Report

JD Shivvers gives a report. Main creek in Hendricks building. Replaced the line, installed a meter in the building. New fire hydrant was hit by a speeding truck going 89 mph. New hydrant was ordered and claim filed with owner's insurance. Made adjustments to water plant.

Second fire hydrant hit in front of fire station. New one has been ordered.

16. Wastewater Enterprise Report

Wally Eaves gives an update.

17. Items unfinished from previous meeting

Hammer's drainage contract is expired.

18. Board Follow up on older items

19. Public Comment

None

20. Move to executive session

Motion: To move into executive session
Moved: Moved by President Stinson
Second: Seconded by Director Martin
Discussion: None
Vote: Carried by unanimous vote

21. Other Business

1. ERP – Tyler software agreement

Motion: To enter into negotiations with Tyler Encode

Moved: Moved by Director Martin

Second: Seconded by Treasurer Popovich

Discussion: None

Vote: Carried by unanimous vote

2. Water Meter Installment

3. Key Bank Bonding

Motion: To engage in Key Bank financing

Moved: Moved by Secretary Erickson

Second: Seconded by Director Martin

Discussion: None

Vote: Carried by unanimous vote

22. Adjournment

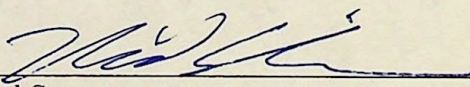
Motion: To adjourn

Moved: Moved by Director Martin

Second: Seconded by Treasurer Popovich

Discussion: None

Vote: Carried by unanimous vote



Board Secretary