

Wildwood Lot Owners Association
Board of Directors Meeting Minutes
February 9, 2019

Came to Order at 8:00 am

- Present: Randy Hudson, Trudi Elliott, Chris Oliver, Tami Kiso, Robyn Overly, Hank Short, Chris Bayless
- Absent: None

Finance

- Waiting for 1099-Int correction for invalid interest income of \$56,000 from bank vs. \$56.00
- We have the final tax return, Robyn to sign, and it will be e-filed
- QuickBooks issue with calculating finance charges, resolved by accountants. May be slight errors in invoices. BOD will put an informational message on Facebook if necessary, based on updated from the accountants
- Accountants will run finance charges monthly and provide to Cindy
- Old debt greater than 2.5 years (\$330,000 currently) will be written off via a new line item for uncollectible bad debt. Robyn to work with the accountants to configure QuickBooks appropriately. Must be configured such that the old debt is removed from the balance sheet, but should remain on the debtors account
- 2019 Budget:
 - Reviewed payroll budget = \$211,100
 - Maintenance – 3 Full Time = \$105,000
 - Lawn Maintenance - 2 Part time (20 hours each) for 6 months = \$13,000
 - Pool – 2 people (64 hours per week) for 15 weeks = \$12,600
 - Security = \$22,700
 - 3 summer months - 47 hours per week = \$6,700
 - 9 off-season months - 24 hours per week = \$12,000
 - Additional holiday security (3 holiday weekends) = \$4,000
 - Housekeeping = \$9,750
 - 6 months – 20 hours per week = \$6,500
 - 6 months – 10 hours per week \$3,250
 - Office – 1 full time 1 part time 6 months \$48,000

Budgeted amounts includes estimates for payroll taxes, Unemployment, and payroll processing costs

- After re-evaluating the budget, Robyn made the motion to revise the special assessment to be \$100 per lot with \$15 per lot for CIMR, Randy seconded, unanimous – **Resolution 20190209-01 (superseding resolution 20190126-02)**

Lonnie Update

- Well house updates going well
- Green Acres continuing repairs on the mechanical plant
- Road rock – Lonnie bought 10 loads of clean rock for roads
- Asked about a pump truck – BOD indicated we need to wait for the special assessment
- Robyn asked about the old pump truck once a new pump truck is obtained. Lonnie indicated we should salvage it
- Need to replace pool valve – estimated to be \$800 - \$900. Lonnie to complete those repairs now while the pool is not open
- Lonnie discussed options for pump at the pool house – BOD requested 2 bids
 - Estimate could be \$35,000 plus

DNR

- Mechanical plant ammonia testing should be accomplished weekly – DNR recommends 2x per week
- Randy pursuing ultimately a termination of the current AOC, but indicated that we must stay on top on all of our commitments
- Husky monitors – Sending 10 back to Husky for repairs

Park Council / BOD

- Finance
 - Tax return almost complete – we don't own anything
 - Cindy to be mailing out monthly statement with finance charge for late assessments
 - Announced resolution to reduce special assessment to \$100 per lot (versus \$125 previously approved by the BOD) plus \$15 per lot for CIMR **Resolution 20190209-01 (superseding resolution 20190126-02)**
 - Budget to be published to website
 - Discussed old debt (2.5 years) – will be written off (approx. (\$330,000 currently). Debtors balance will remain, but the old debt will be written off from the balance sheet
- DNR
 - Teleconference on Friday (2/8). DNR happy with current progress.
 - Going into conversation with DNR on a revised AOC and are in discussions with giving us options for an exit strategy. The one impediment with DNR are their concerns that we were not testing ammonia as required. That is resolved now that we will be testing ammonia once per week going forward
 - Inspected last 266 ft of pipe. Still need to replace 2 sections of pipe
 - A lot owner asked if DNR is willing to entertain not holding WW liable for lot owner issues. Randy indicated DNR is not willing to entertain that
 - Randy also indicated that DNR is concerned with permanent residents at WW. WW does not have the sewer system to support it and the lots are too small. Randy indicated that DNR has requested data with respect to permanent residents and potential future permanent residents
- Controlled Archery Deer Hunt – Mike Tanner recapped the memo he provided after the 2/2/2019 MO Department of Conservation site visit.
 - Lot owner in good standing only
 - Does only – one doe limit initially

- Following all Missouri laws – mirroring Missouri deer season
- Will need to have 2 – 4 volunteers to go through Conservation training to take measurements,...
- Deer carcasses must be removed from Wildwood
- Rules and Regulations must be changed to allow
- Park Council to finish recommendations for final board approval
- Firewood Sales – Park Council updated the BOD on current status. Proposed to use ½ of 55 gallon barrels for sizing (approx. 18 sticks of wood) and sell for \$20 for each ½ barrel load. Proposed using the shed in the parking pavilion at the store. Park Council to clean out shed and dispose of contents. Board agreed to start off with 1 load of wood at a cost of \$60. A lot owner agreed to donate \$60 for the first load.
- Discussed a potential lot raffle could sell 100 tickets at \$100 per ticket for a total of \$10,000. BOD asked the PC to refine the proposal and present to the BOD. Chris Bayless indicated that the BOD needs to discuss as a part of new business
- Park Council discussed having an adult Easter beer hunt. BOD asked PC to provide a proposal
- Budget for social committee – Robyn indicated the social committee has a \$500 credit currently. In 2019 budget is \$2500, if the special assessment passes. The \$500 credit is currently available in Wildwood bank account. Park Council has some other money from fund raising last year also available
- PC presented a potential new Wildwood logo. Chris Bayless asked about a black and white version to see. He indicated that printing color could be costly.
- Campground Host update presented by PC
 - Get spot and electric provided – Host will not receive any payment and is not an employee of Wildwood.
 - Will sell ice, wood, propane
 - Will take care of Coast to Coast. Manage spots,...
 - Should be background checked
 - BOD to discuss in new business

Old Business

- Callabyte
 - Currently at 40 lot owners signed up, still need 60 more
 - Callabyte conversion still not at the office
- Office Staffing – when do we start looking for the additional part time office person? Start looking in April for a May start. Position should be staffed May through October
- Honor System update –
 - Should get new camera system in place first to ensure security
 - Randy to research how we can source the envelope
- Reviewed Actions without Meetings
 - 1/31/2019 - Approved minutes from 1/26/2019 BOD meeting
 - 1/29/2019 - Approved Preferred Vendor changes

New business

- Cameras - \$1080 parts and labor to install cameras that will focus on license plates. Randy to follow up once we have Callabyte internet at the office.

- Bylaws and Covenants letter of Introduction – Chris Bayless made motion to approve, Tami seconded – unanimous approval, predicated on updates to make it fit on one page, and to ensure font is consistent
- Review of 2017 and 2018 Resolutions – Tami would like to post prior year’s resolutions to website on a yearly basis, and then they will be updated on a monthly basis going forward after monthly BOD meeting minutes are published. Tami made a motion to publish resolution as defined above, starting with 2017/2018 – through present, Chris Oliver seconded, approve unanimously – **Resolution 20190209-02**
- Actions without Meetings process – Randy wants to minimize emails going forward. Recommends non-emergency issues be shelved until the next meeting
- Campground Host
 - Chris Bayless asked who is responsible for oversight. BOD agreed that the Park Administrator would be their “supervisor”
 - Should be vetted via background check
 - Will have an opt out option for WW if the BOD does not believe it’s working out
 - Need a formal proposal from Park Council before we can approve
- Potential Lot Raffle – BOD discussed. Waiting for formal proposal from the Park Council
- Special Assessment – BOD voted on and approved the Special Assessment ballot and cover letter
- Tami discussed Wildwood property tax audit/assessment. Cindy is working on a project to validate the lots that are deeded to Wildwood
- Tami asked about reverting to purchase passes without numbers because they’re not currently being audited. BOD determined that we should maintain the current guest passes with numbers. BOD also determined that a logging process needs to be established to enable better tracking

Chris Bayless made motion to adjourn at 12:40, Randy Hudson seconded. Unanimous approval.



Respectfully submitted Board of Director
Chris Oliver, Secretary