

Wildwood Lot Owners Association
Board of Directors Meeting Minutes

December 8, 2018

Came to Order at 8:00 am

- Present: Randy Hudson, Chris Bayless, Robyn Overly, Trudi Elliott, Hank Short, Chris Oliver
- Absent: Tami Kiso
- Prayer – Trudi led the board in prayer.
- Pledge of Allegiance

Finance

- Ran preliminary 2019 est. budget
 - Shutdown – should add approx. \$20,000 income, should add \$15,000 (conservatively) to the budget.
 - People should start coming in next March
 - Need to plan for holding tank pumper truck replacement
 - DNR will cost more than anticipated. DNR not allowing the use of holding tanks at pool and pool house
 - Robyn asks BOD to review 2019 budget draft before January 12, 2019 BOD meeting
 - Want to finalize budget in January
 - 2019 Special assessment should be determined after the budget is finalized
 - Need second person in the office by probably April 1, 2019. Possibly March due to UE shutdown
 - CIMR balance - \$95,299 (does not account for the following:)
 - \$5,600 payoff mower
 - \$8,422 DNR
 - Estimated Checking account at end of 2019 - \$35,000 - \$40,000 – after property taxes, utilities, ...
 - Robyn brought a concern - we charge full time people \$3.24 per year Promisy Fee (\$178 per year) – Robyn can't see where we've ever paid the State. We're supposed to keep 2% for processing and pay rest to Water Protection Program – Public Drinking Water Branch.
 - Robyn to check with the State to see how its collected
 - Duration of 2018 budget cuts – stays until 2019 special assessment is determined

- Should reconsider office winter staffing during electric company shutdown
 - Ask Lonnie dates of shutdown
 - Robyn recommends we put a plan together for the shutdown

Lonnie Discussion:

- Well house – needs to be finished inside, insulation falling down, walls not finished... Estimated cost \$600 - \$800.
- Chris Bayless proposed invoicing all internal projects. Capture costs of parts, supplies, labor
 - Robyn to configure QuickBooks to support this
- Rock for the roads – Estimate \$30,000 for rocks in 2019
- Skid Steer needs service. Estimated \$600 - \$800. Bobcat was charging \$1,000. Lonnie to do it
- Re-locating computer & printer in previous park managers office to maintenance shed office. De-productive for Lonnie to make a trip to the office to collect information within QuickBooks. BOD approved.
 - Once a month – BOD to print a spreadsheet with Lot owner information each month
- Hank asked about Security Hours
 - Mon, Tue, Wed 3:00 – 7:00 pm
 - Fri and Sat 4:00 – 10:00
- Randy said should get new indicators 12/10 – 12/12. Husky has boards to make 30 more monitors. We likely will place a 30 unit follow up order.
- Robyn to look at reservations for Coast to Coast lots to provide estimates on sales
- Discussed current snow removal policy
 - Resolution 4.12.11 – Will plow only for 3 inches or more
 - Resolution 5.12.11 – Calls for \$25 fee up front to make one swipe in lot owner's driveway
- DNR sewer line replacement – Lonnie estimating \$20,000 total for remaining repairs
- Trudi asked about a current WW Services Sheet – Lonnie to update
- Randy asked about using ¾" clean rock on roads. Lonnie agreed.

Randy discussed Actions without Meeting – Randy frustrated with no responses

- Chris B. and Chris O. to research Opensource solutions for collaboration
- Chris B. recommends a weekly summary email from each BOD member, withstatus, needs, ...
- Chris O. to take an action item to dig into what's available from our ISP/website host

Park Council Meeting

- Started at 10:10
- Opened up with review of PC meeting
 - Preferred Vendor List
 - Randy asked about sample vendor list attached.
 - Need to add caveat that approval can be revoked at any time
 - Add caveat that lot owners need to notify WW when they are using a vendor so that Lonnie is aware
 - Lot owner will need to let vendors in when the office is closed
 - Need to prepare a lot owners guide
 - Firewood Sales / Vendors
 - 3 vendors that would be interested being on the vendor list
 - Will deliver and stack
 - Prices \$330 a cord to \$165 a cord
 - Potential sales at office – looking for guidance from the BOD.
 - Randy talked about using the storage at the front of the parking area in front of the store and building racks/bins for the appropriate amount of wood. May also use the campground host have it on their site, if we end up using a campground host
 - Questions regarding how much we should charge.
 - Jim takes the action item to put some proposed sales numbers based on:
 - Define what size bin we want
 - Put some wood in that bin
 - Determine our costs for that wood
 - Randy asked about harvesting out own Sugar Maples for sale of fire wood
 - Decided to pilot the sales effort using wood that Mike Tanner has available
 - Need this in place by March for the Coast to Coast powerplant business
 - Campground Host
 - Need a list of responsibilities
 - Potentials:
 - Infrastructure improvements – painting,..
 - Cleaning

- Recommendation that they be available 20 hours a week. If it's a couple, recommendation would be that they each be available 20 hours a week
- Potential site – up by the grand marquee
- Would need an insurance rider and pay a nominal salary/payment
- Actions Items
 - Determine the best lot to use – PC to provide a list of potential sites for next BOD/PC meeting
 - Put out a vague ad for a campground host to see what kind of responses we get
- Street legal vehicles on the trails. Need to determine parameters for acceptability (no glass,...)
- Controlled deer hunt – Mike Tanner to take charge on that. Will need changes to rules and regulations to accommodate
 - Randy spoke with Mo Dept of Conservation. They want to come out and look at the park. Randy indicated we don't want them to sanction or monitor this. Their support would be beneficial though, so that all lot owners can gain an understanding of why it's appropriate
 - Would be archery, middle of the week, only in the 400, and for lot owners that have been in good standing for 2 years
 - Wildwood would issue some sort of permit based on a lottery
 - Only those lot owners who were in good standing in all of 2018 & into 2019 will be able to participate
 - There will be a fee yet to be determined. Initial thought may be \$100
 - All rules and regulations established by Missouri Department of Conservation are applicable
- Finance
 - BOD starting on 2019 budget. Expect to have the budget in place for the January BOD/PC meeting
 - December Property taxes – approx. \$23,000
 - Estimate \$35,000 - \$40,000 in checking account at end of year
 - Discussed increase in payments for items over 90 days, because of collections
 - Lot sales are increasing
 - Store revenue has gone up
 - BOD advised of upcoming major expenses
 - DNR
 - Gravel needs: estimated \$30,000 - \$40,000
 - Used Pump Truck

- Expect revenue from Ameren UE plant outage
- Board advised that assessment invoices will go out starting Monday (Dec. 10)
 - Due date will be 1/31/2019
 - Owners become members not in good standing as of 4/1/2019 if assessments are not paid.
 - Interest will be charged effective 2/1/2019 for assessments not paid
- PC asked about when a special assessment might go out. BOD replied after the 2019 budget is determined – that will determine needs
- DNR
 - Conversation with attorney and DNR last week. Overall things going well
 - 7 lots remaining, of original list of 300, that has not installed monitors
 - Everyone will pay fine of \$20/day after Jan 1 for not installing monitor, even if they were not on the original list
 - Randy working on a presentation to DNR regarding our compliance
 - Plant by Coast to Coast not meeting ammonia levels in 3 of 4 tests. We have a corrective action plan
 - DNR receiving lists of every lot owner and when they are pumped
 - DNR requires quarterly report of tanks pumped. This was unknown until the DNR teleconference held Wednesday, Dec 28. Pump report was sent to DNR for Jan 1 thru Sept 30, 2018. Ongoing report will be sent to DNR the first week of each new calendar quarter
 - More pipes to replace next year. One section will need to be scoped
- Callabyte Update
 - Received proposal letter last Friday.
 - Waiving \$100 setup fee
 - Needs 100 people to sign up with a minimum two-year contract at \$65/month
 - Office switching over now
 - Lot owners need to go to Callabyte site to sign up. Callabyte will begin the process of installing fiber optics in the park once 100 lot owners have committed to a two-year contract. Visit <https://www.callabyte.com/>
 - Callabyte will be mailing a letter out to lot owners that have electric service
 - Wildwood will put a copy of the Callabyte letter on our website
 - Could be done by summer
- Q & A

- PC asked about posting information on payment plans on the Wildwood site.
- Are we approved to install new tanks on new lots, not replacement tanks? No, not until and unless covenants and bylaws are rewritten to eliminate new permanent residency
- What are we doing about monitors not working? Expect 20 new monitors in next week. Underlying cause of issues are incorrect installation, bad seals wear wires come in so condensation can get in. Lonnie's spraying silicone on boards to alleviate condensation issues
- Is anyone that knows how to operate our existing security cameras? Robyn indicated that she does, as does Bill Tisher
- Will the clubhouse get WiFi when Callabyte comes in? Yes, will provide benefit for security
- BOD/PC Meeting ended at 11:27 am

Resume BOD Meeting

- Actions Without Meetings:
 - BOD reviewed the submitted Actions Without Meetings document
- New business
 - Bylaws and Covenants Committee Charter Changes – Trudi updated the BOD on the changes
 - Chris Bayless asked about channels of communications between Board and Committee and also the PC and the Committee. Trudi and Chris Oliver indicated that the Charter addresses it
 - Discussion on what the committee can actually change, per that charter
 - Recommend proposed change to purpose and scope to say “Review and amend the Covenants and By-Laws of WLOA as directed by the BOD and PC to include but not limited to... :
 - Long term assessment increase
 - Chris Bayless recommend we start looking at long term assessment increase in the August 2019
 - Special Assessments out by March for discussion in the March Lot Owners meeting
 - Attorney Referrals – Bylaws and Covenants committee had some suggestions
 - Robyn indicated that our insurance company may help with the B&C, since that would minimize their exposure. Should follow up with Joy Syrcle
 - Randy recommended getting B&C documents from similar type associations in Missouri

- Open meetings – Randy recommended that we put something on our site to indicate that lot owners should inform BOD in advance if they will be in attendance. If no attendees, meeting would continue in Board room.
- **Resolution 20181208.01** approved and documented in the Executive Session minutes
- Lot evaluations – Discussion about how we evaluate and price lots for sale.
 - Chris Bayless proposed to offer adjacent lot discounts to existing lot owners in good standing – potentially 40%. BOD unanimous. **Resolution 20181208.02**
 - Chris Bayless proposed allowing a 20% discount for other lots/lot owners. BOD unanimous. **Resolution 20181209.03**
- Trudi asked about renting WW owned lots outside of Coast to Coast. Board rejected.
- Fireplace at the Clubhouse – Board decided cannot be used as per rental agreement
- Access database – Chris has a framework in place. Chris to provide update at a later date
- Can the gate be treated as an amenity? Board decided to ask Joy Syrcle. Randy to follow up
- ATV usage fee for long term Coast to Coast customers. Currently paying \$25 per week. Board decided to leave it as is.

Trudi made motion to adjourn at 12:51, Randy seconded. Unanimous approval.



Respectfully submitted Board of Director
Chris Oliver, Secretary