

Wildwood Lot Owners Association
Board of Directors Meeting Minutes

January 26, 2019

Came to Order at 8:00 am

- Present: Randy Hudson, Trudi Elliott, Chris Oliver, Tami Kiso, Robyn Overly, Chris Bayless
- Arrival 8:10am: Hank Short
- Absent: None
- Prayer – Trudi led the board in prayer.
- Pledge of Allegiance

Finance

- No difference in sales with respect to when the office was open this time last year and this year when the office has been closed Monday through Wednesday
- DNR mechanical plant repair - paid \$1380 To Green Acres to pump it, and the lowest bid (of 3 bids) to repair the mechanical plant is also Green Acres at approximately \$1,800. After the approximately \$3200 in disbursements for the repair are paid, the CIMR committee will meet for a possible distribution for this project.
- An anonymous lot owner lent WLOA funds to purchase lots sold on the Fulton County Courthouse steps August 27, 2019. The loan needs to be budgeted for repayment By August 28, 2019.
- Account Numbers (versus Lot Number) – Robyn spoke with accountants re: use of account numbers. They recommend for WW lots that we start off with “B150”. Board agreed to using a 5 alphanumeric account number (C1101, for example). Add a new column for “Owner” and add “WLOA” as the “Owner”.
 - Quick books only had a place for OWNER in current. Tami to work with Cindy to get all Wildwood owned lots entered into QuickBooks with number and WLOA as inactive account. Project to include research and correction to lots owned by WLOA, property taxes paid on lots by WLOA, and the list of lots for sale by WLOA.

Lonnie Discussion:

- DNR:
 - Green Acres to install the aerator piping and diffuser in front mechanical plant. If this repair adjusts the ammonia levels to an acceptable level it will save WLOA approximately \$28K
 - Ammonia Testing Frequency – Curt Warfield will test weekly.

- Mechanical Plant should be drained twice per year to alleviate build-up of sludge and consequential ammonia build up.
- Pool Sewer Lift Pump System - discussion of using holding tanks for the pool and club house in lieu of repair of sewer pipes from lift station to stop sign at intersection by the "Indian" and repair to the lift station that could cost up to \$40,000. Size and quantity of tanks to be determined. Use of holding tanks would need MODNR approval.
 - Lonnie to get bids for both options.
- Need a pump truck as soon as possible – estimate \$30,000 - \$40,000
- Curt Warfield indicated that we need to renew our wastewater permit for 2019.
- Other Park Business:
 - Gate – Lonnie will speak with member that company originally installed the gate for estimate. The current vendor, won't come back to the park due to distance.
 - Budget – need to add infrastructure repairs, pool cover storage, maintenance and office staffing
 - Need to replace valves in the pool house. Rough estimate is less than \$1,000
 - Chris Bayless asked Lonnie to come up with a Spring opening checklist – what needs to complete for spring/summer season with a timeline.

Hank Short left the meeting at 9:50 am to attend funeral service.

Park Council / BOD Updates

- Started at 10:03 am, Adjourned at 11:04 am
- PC Updates:
 - Preferred Vendor Program
 - Need changes to Rules and Regulations to say that an approved vendor does not to be accompanied, but non-preferred vendors do need to be escorted.
 - PC has approved.
 - BOD to discuss and get back with PC
 - Vendor application form updated
 - PC approved
 - BOD to discuss and get back with PC
 - WW Logo updates – integrating new logo and original logo
 - Firewood Update – tied to preferred vendor program
 - PC assessing fines and making recommendations for changes. This will require changes to the Rules and Regulations. Removing actual dollar values from R&R and incorporating by reference to a schedule of fines.
 - Campground Host program – PC will update next meeting.
- BOD Updates:
 - Finance

- Accountants/Payroll – signed a new engagement letter increased \$1,040 per year dues to amount of effort required.
 - Total expenses now approximately \$12,000/ year
 - QuickBooks was renewed at a cost of \$3,200 for 3 years
 - We have been assigned a new accountant supporting the WW account
 - Ended 2018 without the need to utilize any of the received 2019 assessments.
 - BOD Discussing budget during today’s BOD meeting
 - No difference in sales with respect to when the office was open this time last year and this year when the office has been closed Monday through Wednesday, validating the decision to go to winter hours
 - DNR Update
 - Mechanical Plant (where water from Coast to Coast, up front, and the Shower House). Originally thought we would need to replace at a cost of approximately \$30,000. Had it pumped out and discovered the need to replace the aeration system. Repairs for aeration system may cost approximately \$1,800 but may alleviate the need to replace the mechanical plant. Total cost to be around \$3,100 for Green Acres having pump it and hauled it outside WW, and to replace the aeration system.
 - Next thing to work on is the wastewater from pool, clubhouse, and pool house. BOD will update PC later.
 - Holding Tank Monitors – Ordered 58 monitors, received 48. Another 50 on order now. Estimated arrival is March 2019.
 - Monitor report was submitted to DNR. DNR was informed of 4 lot owners not in compliance.
 - 266’ run of pipe inspected between manhole 3 and 4. Pipe inspected and approved
 - Other pipes will be replaced in stages in the future.
 - A lot owner asked about the status of faulty monitors. Randy indicated that they will be replaced as long as they’ve been reported.
 - DNR inquired about renewing our AOC. We have to consider this as the DNR may have the ability to force it on us. Randy read the 1/18/2019 letter from our attorney with respect to the need to renew the AOC.
 - A lot owner discussed that we need to get WW out of being responsible for individual lot owner issues. Randy Hudson indicated this will be addressed if the AOC is renewed.
 - Potential Managed Deer Hunt - February 2nd meeting with Mo. Dept. of Conservation representative to explore. Mike Tanner and Hank Short will drive him

through the Park. Intent is an archery hunt, only in the 400 acres of common ground, during week days (not weekends) during the regular Missouri archery hunting season, for lot owners in good standing only. Hunters will have to follow all Missouri laws. Will also require changes to Rules and Regulations.

- Randy Hudson indicated the need for this due to disease and may potentially raise revenue for the park.
- Callabyte service to the office was delayed but still pending. This will include access to Lonnie's office and Coast to Coast. QuickBooks is experiencing issues with current service, as well as the new service will include the phone service and save the money while increasing speed of service.
- Callabyte throughout the park - Need to reach 100 potential subscribers to sign up before Callabyte will start. We currently have 38 potential subscribers. Lot owners need to go to Callabyte website to sign up.
- Lot Evaluation Plans
 - Trudi discussed a document found with an unknown origin or author that discussed forming a group to look at the potential of having a sales committee that would help improve lot sales. She asked the PC to pick that up and try to find the origin and pursue the potential.
 - Robyn Overly discussed a potential finder's fee.
 - Cristy Herron discussed re-evaluating the pricing of Wildwood owned lots.
 - Randy Hudson mentioned that this was discussed in a recent BOD meeting. BOD decision was that we will entertain any offers. When the BOD receives an offer, we will assess the specific site and decide accordingly.
 - Trudi proposed establishing a Lot Cleanup Committee that would cleanup WW owned lots so that they can be more presentable for sales.
- Bylaws and Covenants Updates
 - B&C Committee Charter changes approved by B&C Committee, Board and Park Council and signed by Cristy Herron and Randy Hudson.
 - B&C Committee diving into the permanent residency issue and will discussed more in the 1/27/2019 meeting.
 - Provided a B&C Committee letter of introduction that will go out to lot owners in the future. The **Board needs to review** the letter and make recommendations to the committee.
- Front gate issues – Gate being looked at today by a lot owner that originally installed it.
- Springs on the pool cover is broke. It needs to be repaired. A lot owner asked about a warranty, but the damages is due to the snow and not covered by warranty.

- Randy Hudson discussed potential implementation of an honor type system for individuals to pay guest admittance fees and potentially guest ATV fees when someone is not in the office or at the gate. Randy indicated that Hank Short is pursuing options and the BOD will give an update at the February meeting.
- Questions and Answers
 - Questions asked about approval of permanent residents as of now. BOD indicated that we are still following existing parameters and approving accordingly.
 - A lot owner asked about the special assessment – when it will go out, how much. BOD indicated that this will be looked at today during the BOD budget discussion.

Resume BOD Meeting

- Actions Without Meetings
 - BOD reviewed the submitted Actions Without Meetings document
- New business
 - BOD approved permanent residency for one lot owner, in accordance with the current bylaws and covenants.
 - DNR
 - Renewing the AOC – Idea to redefine a new AOC.
 - WW attorney suggested that we should open the conversation with DNR re: a new AOC and if we can agree on terms, we should either open a new AOC or revise the existing AOC.
 - Randy made a motion to allow our attorney to call DNR and open those discussions. Chris Bayless seconded, unanimous approval. **Resolution 20190126-01**
 - Non-compliant lots – 5 remaining non-compliant lots. 1 owner has purchased a monitor, and the names for the remaining lots have been submitted to DNR.
 - Robyn to speak with Cindy about how to invoice for \$20/day fine.
 - 3 of 4 other lot owners are deceased, and we do not have a valid address for the others.
 - Office Staffing
 - **Discussion on hold until February BOD meeting.**
 - Removing old debt from balancing sheet – Robyn to assess debt over 2 years old and the BOD will review.
 - WW BOD emails – Chris Bayless and Chris Oliver to review as part of an overall process automation review and will provide recommendations to the Board.
 - By-laws and Covenants

- B&C Committee Letter of Introduction to go out with the special assessment
 - Suggestion to include Bylaws and Covenants Committee as a part of the address.
 - BOD suggests removing the current 3rd paragraph and replace with something to address the change approval process.
 - DNR Permanent Residency requirements – Randy recommended we hold off on this discussion until we decide about a new AOC
- BOD discussed mailboxes for non-permanent residences. Lot owners pays \$25/year for the metal tower mailbox slots. Lonnie will replace the locks for two mailboxes that are not being paid for. Regular mail boxes will not be approved for residents without permanent residency approved.
- Discussed the potential lot evaluation plan. Park Council to take that up and make recommendations.
- Unauthorized/Unapproved Wildwood residents –
 - BOD to compile a list of potential offenders
 - Will re-address after we address the issue in the Bylaws and Covenants
- 2019 Budget – BOD went through 2019 budget line for line, looking at the 4 recent years. Budget analysis revealed a \$165,920 shortage.
 - Randy made a motion for a special assessment of \$130.00 and \$15.00 for CIMR per lot as one line vote, Chris Oliver seconded. 4 nays, motion Failed
 - Robyn made a motion for a special assessment of \$125.00 and a separate special assessment vote for \$15.00 for funding CIMR, Tami seconded. 4 members voted yes, 2 abstained. Motion passed. **Resolution 20190126-2**
- Old Business
 - Honor System – Paused the discussion until February BOD meeting for Hank Short to provide updates.
 - Office Callabyte Conversion – Waiting on Callabyte to come in with installation.

Randy made motion to adjourn at 2:35 pm, Chris Bayless seconded. Unanimous approval.



Respectfully submitted Board of Director
Chris Oliver, Secretary