

Wildwood Lot Owners Association
Board of Directors Meeting Minutes

September 12, 2020

Came to Order at 8:00 am

- Present: Randy Hudson (via phone), Trudi Elliott, Chris Oliver, Robyn Overly, Trei Irwin, Danny Payne, Tami Kiso
- Absent: None

Trudi Elliott opened with prayer

Pledge of Allegiance

ATV/Trial Club Discussion – Scott Hepperman

- Goal is to fix, maintain, and expand the ATV trails where appropriate
- John Haynes, Scott Hepperman, Ron Liebeck – Leading the group
- Wants to meet with the BOD periodically to work together
- John Haynes working on non-profit paperwork
- Anticipate 120 people or so joining at \$20.00 per person
- Would potentially purchase a trash pump to pump the water out of mudholes versus just adding dirt
- Discussed using WW equipment but agreed that insurance prevents that. They will rent what they need as they need it, or buy as they need it
- Also asked about the potential for WW to donate a storage locker. BOD indicated they're all rented
- Asked about a donation of a load or two of clay. BOD agreed the clay can be donated
- Robyn asked about fundraisers. Scott indicated they would intend to.
- Discussed the need to have the appropriate Safe Serve certifications if they prepare food. Scott indicated they would probably use a food truck
- Requested a variance at the gun range for non-shooters drinking alcohol during a clay bird shoot. He indicated that the prior effort failed for that reason
- Trudi asked if they will be associated with the Park Council and if they will have a Charter. Scott indicated they have a Charter on their Facebook page. Discussion ensued about the relationship between PC and the new ATV club. Scott to provide the Charter to the BOD via email
- 2 meetings per year – 1st Sat in April and 1st Sat in October
- Wants to work on the kids track next Spring

Lonnie Update

- Holding Tank Monitors
 - 17 tank monitors are bad and need to be returned
 - Problems with getting issues resolved. Trei to call the vendor to discuss.
Randy to forward historical emails
 - Chris asked about the potential for finding alternate vendors. Trei to look into options and Randy to discuss the possibility of using alternate monitors with DNR
 - Currently have 3 in stock. Need to call and get some ordered now. Randy to speak with the vendor to see the quantity
- Watering of Roads
 - Pump ran 9 hours straight last weekend, without shutting off. Partly due to so many people watering roads.
- Burnt up water pump being repaired next week
- Need an alarm system in the pump house to indicate if the electricity goes off and to indicate low water. Trei has a call into someone on it see about getting something
- Water tanks need to be cleaned and we need to provide a report. Believes the system will need to be down for a day
- Lonnie to add more wooden pole barriers in the park where people are riding on common areas
- Need a new auger. Lonnie to look at costs and get back with the BOD
- Lonnie re-bladed rock down by the chapel but found that extensive water sprinkling of the road last weekend is contributing to the issue of the rock just sinking into the road

Finance

- Reviewed YTD financials and comparison to last year (Cash is up from last year, however, we had a \$39,100 payroll protection payment we won't have next year. Payroll was down \$35,000 because we were understaffed in maintenance by 1 fulltime employee (which has been filled) and a ½ time person in the office that may be filled in the Spring. Also, we did not need pool security this year. Electric down \$8,700, pool supplies down \$6,000. We also had a little over \$100,000 come in from the special assessment, and lot sales around \$45,000. All of which we will not have for year 2021. This is in a nut-shell why the permanent assessment is needed to maintain the park and to update our infrastructures, such as the pool, comfort stations and bring our services back to full capacity (security, mowing, roads etc.)
- Robyn recommended we assign one employee to do the assessments this year. Robyn also indicated that we should allow the accountants do an analysis prior to sending the assessments out
- Robyn to provide new procedures for setting up new accounts in QuickBooks due to procedure issues that had invoices printing incorrectly.
- Accountants are now attaching electronic copies of deeds to accounts in QuickBooks

- On-line bill paying – Progress slow. Robyn to research hiring the effort out to integrate online bill paying into our site. Getting close to having it available but it is not yet available
- BOD discussed that the By-laws be updated to cost of collections cost, including lien costs and lien release costs to be passed on to the lot owners
- Store will close on Tuesdays and Wednesdays effective 11/3. Re-opening will be re-addressed in the February 2021 BOD meeting

Executive Session

BOD Meeting suspended at 9:50 am for the combined PC/BOD meeting

Combined PC/BOD Meeting

- Came to order at 10:09 am
 - Finance Update
 - Checking has \$270,000 more than last year.
 - A little over \$100,000 was from last year's special assessment.
 - \$39,100 was from the PPP from the pandemic.
 - Lot sales are up approx 45,000 and most Wildwood owned lots with holding tanks are now sold.
 - Utilities are down \$8,700 this year due to pool not being opened this year
 - Employee expenses are down \$35,000 – no pool staff and office/maintenance staff are down
 - We are not going to be able to count on most these items for 2021.
 - On-line bill payment is getting close. Is this what we said? Financial Report above says it is going slow. Which is it?
 - E-invoicing is happening now. Please submit the form to get your email address registered for e-invoicing
 - Robyn encouraged lot owners to call the accountants if they have billing issues
 - Covenants & Bylaws update
 - Cristy indicated that the B&C update is dependent on the assessment increase passing. B&C committee will discuss two plans in tomorrow's Bylaws & Covenants meeting
 - DNR Updates
 - No updates
 - Questions and Answers
 - A lot owner asked about Turkey Park Comfort station needed repairs.

- Asked if there are any initiatives to finding fixes for some issues – potential timer for showers, ...
 - Potential to check toilets weekly for issues
 - Trei indicated that Turkey Park comfort station would probably be our first one to upgrade if/when we can. We would include solutions like that for water usage, ...
 - Discussed water usage at the park. Encouraged people to not water the roads due to the cost to the park
 - A lot owner asked if they ever got a price on oil for the main drag to reduce the dust on the road
 - A lot owner asked about why he received two ballots, each ballot saying he has one vote. Trei explained that they are not adjoining lots
 - A lot owner asked about plans for other improvements within the park that could be pursued. The BOD indicated that if the permanent assessment increases, the BOD and PC will again look at options for other improvements
 - A lot owner discussed potential other expenses with old sewer lines and other infrastructure issues
 - A lot owner discussed the new assessment and what percentage of the new assessment will go to where in the budget
 - A lot owner asked about security on the weekends. She asked if we could add additional security on the weekends to ensure security inside the park is covered. The BOD indicated that if the assessment passes, this could be looked at
 - A lot owner discussed the possibility of getting more volunteers from the various trades people in the park
- Ended at 11:05 am
 - BOD Meeting re-convened at 11:28 am
 - Internal Affairs
 - License Plate Camera / Cameras for front gate
 - Wants to spend \$150 to buy a 1080p camera for the guard shack to potentially read license plates
 - If the assessment increase passes, recommend moving the camera system from the guard shack to the pool, and buying a new system from the front gate
 - Temp Tags – Bill requested that Security use jumbo makers. Everyone issuing temp tags should use jumbo markers going forward

- Discussed leaving the gate open, even on long weekends. BOD agreed that going forward the gate will not be left open
- BOD advised that one person could not handle the guard shack on big holiday weekends
- Discussed go-kart concerns. Park Council will address the current rules for supervising kids younger than 10. Also indicated that low profile vehicles must have a flag. IA indicated that they will fail inspections next year if they do not have a flag
- BOD ballot counters for 10/3 will be Trudi, Randy, Trei, , and Danny, Chris, . Tami will be an alternate
- Gate card audit to start in October

Old Business

- DNR
 - 9/21 Review and discussion of Mechanical Plant moved to Friday 10/2 @ 10:00 am
- Office and Maintenance Technology Updates
 - Office PC's need to get cleaned up and important data needs to be moved to the Teams area so that the PC's can be reset to be operational again
- Managed Hunt update
 - 27 registrants so far – hoping for 100
- Proposed changes to building coded re: Shipping containers
 - BOD reviewed the proposed building codes modifications provided by the Park Council to accommodate Shipping Containers – BOD approved
- Survey Resolution 8/8/11 re-wording – BOD to indicate to the PC that BOD approval is not needed to fix spelling errors. They can fix without approval

Reviewed Actions without Meetings

- 08/11/2020 - Approved allowing Census employees to use a Vendor pass to access the park for official purposes
- 08/15/2020 – Approved Minutes for the August 2020 BOD Meeting
- 8/23/2020 – Approved Minutes from Special Telephonic Board Meeting re: Upcoming tax auction
- 8/24/2020 – Approved consulting an attorney for opinion on rounding the assessment increase vote from 65.945% to 66%
- 8/27/2020 – Approved a new assessment increase ballot to go out, with the Director and Park Council Representative ballot. The new ballot is to request the same previously requested \$115 per lot, but adds new verbiage to the covenant specifically restricting any permanent assessment increase for a period of 3 years

- 8/30/2020 – Agreed to allow the laundry room to stay open until 8:30 pm to support the Coast to Coast campers supporting the outage. Security to lock it at 8:30 pm
- 9/2/2020 – Agreed to remove Tami as Admin on Wildwood Facebook page
- 9/8/2020 – Approved allowing the 8/12 renters of the clubhouse to get the key at 3:30 pm on Friday 8/11 to begin decorating it

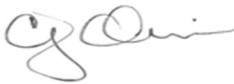
Bylaws & Covenants Update

- B&C team will meet tomorrow to establish plans for going forward and have options for whether the assessment vote passes or fails
- Attorney has not gotten back to Randy re: previously approved changes

New Business

- Potential survey of the 400 acres – Randy spoke the farmer to co-pay. Randy to get back with the farmer. If the assessment passes, we will re-address the possibility of doing this in the winter, surveyer indicated reduced winter rate.
- Clubhouse Rental Costs / Options – potentially based on event type
 - Chris Oliver to research tools for on-line scheduling of the clubhouse
 - Trei to check with the Marthasville Community Club to understand how they charge for the use of their clubhouse
- Items to transfer
 - Sam's Club membership & Credit Card
 - Sam's Credit Card will be cancelled/closed as of 10/1
 - Membership will be cancelled as of 10/1 and a new membership will be created when needed
 - Liquor License – Trudi to assume the license
- Office Projects
 - Office staff to pursue adding more lot owner information into Teams – deeds, last survey date, purchase date, ...

Chris made motion to adjourn at 1:11 pm, Trei seconded. Unanimous approval.



Respectfully submitted Board of Director
Chris Oliver, Secretary