

**LAKE WILDWOOD ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS' MEETING
DECEMBER 13, 2011**

A. CALL TO ORDER

President Hatten called the meeting to order at 7:02 p.m.

B. ROLL CALL

President Don Hatten; Vice President Alex Alexander; Secretary Ward Thompson; Directors Tom Cross and Tom Watson; General Manager/COO Edward Simpkins; Administrative Assistant Chris Olivas; and Recording Secretary Charlotte Orren.

Absent: Acting Treasurer Chris Smallman; Directors Gary Eckhardt and Bruce Stanton

C. AGENDA APPROVAL

(The agenda for the Board's Monthly Board Meeting on December 13, 2011 was distributed to the Members prior to the Board Meeting in accordance with the Davis-Stirling Act.)

Director Thompson suggested that the Consent Calendar be discussed before the Reports section so that Terry Thies can be approved as a member of the Lake Committee.

Director Watson recommended that Item H.3, Installation of an Elevator at the Community Center, be deferred and discussed during the 2012/13 budget process.

Director Cross recommended that Item H.4, PAD for Exercise Equipment at the Manzanita Room be deferred and discussed during the 2012/13 budget process.

Director Watson made the motion, with a second by Director Alexander.

MOTION: That the Board approves the Consent Calendar.

The motion was unanimously carried.

D. APPROVAL OF MINUTES

The Board will be asked to approve the minutes from the regular monthly meeting of the Board of Directors held on November 15, 2011.

Director Thompson made the motion, with a second by Director Watson.

MOTION: That the Board approves the minutes of the Board of Directors' meeting held on November 15, 2011.

The motion was unanimously carried.

E. CORRESPONDENCE

President Hatten said that he received correspondence regarding motorcycles in the community, proposed changes at Meadow Park, and the elevator at the Community Center.

F. CONSENT CALENDAR

1. The Board will be asked to approve write-offs involving bankruptcies, foreclosures, and other uncollectable debts. (1112-01, Whiteaker/Simpkins)
2. The Lake Wildwood Fishing & Hunting Club will ask the Board to approve the distribution of a flyer that will benefit Boy Scout Troop #807 and will enable Lake Wildwood residents to dispose of Christmas trees. (1112-02, LWW Fishing & Hunting Club/Simpkins)
3. The Board will be asked to approve appointments to fill various committee vacancies (1112-03, Hatten)

Terry Thies was recommended as a voting member of the Lake Committee.
Muren Demuynck was recommended as a voting member of the Tennis Committee.

4. The Board will remind the membership about a program whereby Lake Wildwood residents who are trained tax preparation volunteers assist community residents, who have relatively simple tax returns, with their State and Federal taxes. (1110-03, Simpkins/Orran)
5. The Board will be asked to grant final approval to proposed changes to Golf & Maintenance Policy 7.10 and Rule R-7.10.10. These changes would provide access to golf privileges for tenants of rental properties and Association employees on a similar basis as enjoyed by Association members. A final notice regarding these changes will be published in *The Wildwood Independent*. (1108-10, Golf Committee/Cross)
6. The Board will be asked to grant final approval to proposed changes to add a new Golf Rule R-7.10.57 which would allow Golf Clubs to have "Friend" days once each month during Daylight Savings in an effort to increase revenue. Further, the Board will be asked to grant final approval to proposed changes to Golf Rule R-7.10.55 which would update our rules regarding, "No-fee Golf – Guest Days." A final notice regarding these changes will be published in *The Wildwood Independent*. (1109-03, Golf Committee/Cross)
7. The Board will be asked to grant final approval to proposed changes to Golf & Maintenance Rule R-7.10.20 which would update the rules regarding starting times and ID requirements for tenants and employees. A final notice regarding these changes will be published in *The Wildwood Independent*. (1110-07, Golf Committee/Cross)

The Consent Calendar was approved.

G. REPORTS

1. Treasurer's Report – Attachment A

President Hatten reported that most departments were positive to budget resulting in a \$96,000 positive variance to budget for the six months ended November 30, 2011.

2. Secretary's Report – None

Director Thompson said that the Board met in Executive Session to deal with personnel matters.

3. President's Report – None

4. Management Report – General Manager Simpkins submitted his report, Attachment B.

5. Committee Reports – Attachment C

6. Board Liaison Reports – Judith Scott, Liaison to the County Emergency Services, said that there will be a dinner at the Penn Valley Fire Department for the AmeriCorp volunteers who helped to clear Scotch Broom from Pleasant Valley Road.

H. OLD BUSINESS

1. The Board will be asked to approve a Project Approval Document (PAD) and TBD funds to mitigate the drainage issue at the North Gate Tennis Courts and to authorize the GM to let a contract for this project. (1111-08, Simpkins)

Director Watson made the motion with a second by Director Cross.

MOTION: That the Board approves the Project Approval Document (PAD) to mitigate the drainage issue at the North Gate Tennis Courts and \$25,000 FY 2011/12 TBD funds for this project. Further, the Board authorizes the General Manager to let a contract with Franza Enterprises, Inc. for this project.

Director Watson moved to amend the motion as follows, with a second by Director Alexander.

MOTION: That the Board approves the Project Approval Document (PAD) to mitigate the drainage issue at the North Gate Tennis Courts and \$25,000 FY 2011/12 Community Improvement funds for this project. Further, the

Board authorizes the General Manager to let a contract with Franza Enterprises, Inc. for this project.

Tennis Committee Chair Alan Imamoto said that the tennis court is cracked and the surface is lifting. Any delay on this project will make the court surface worse.

Jim Pack, Lot 2172, thought this should come under maintenance and repair and funds should not come out of Community Improvement. President Hatten read from the LWW Declarations, which indicate that new improvements should come out of CI funds.

The motion was unanimously carried.

The main motion was unanimously carried.

2. The Board will be briefed on the cost of the Association's Workers' Compensation Insurance for 2012. (1111-09, Simpkins/Olivas)

Chris Olivas reported that we are still waiting for the bids to come on our Workers' Compensation premium for 2012/13. Our mod rate was reduced from 165% to 120%, and we should know the final premium by the end of this week, or the beginning of next week.

I. DISCUSSION

1. Traditionally, the Board encourages members to support a Holiday Fund for the Association's employees and our independent contractor. The President of the Board will again solicit Board, Member, and Resident support for this program. (1110-05, Hatten)

President Hatten gave an update on the fund, which now contains \$9754. Finance Audit Committee Chair Glenn Orren said that the fund should be cleared out each year with donations to employees.

2. Director Watson and Director Cross will lead the discussion on the development of the campground.

Director Cross recommended a storage area for boats similar to Meadow Park. Storage units could be installed to house motorcycles.

Mike Doscher, Planning Committee Chair, said that this project has been studied before; topo maps and County input are available.

Board Members asked the Public Works Committee to perform a feasibility study on meeting the needs with a secure storage facility in the Campground and report back to the Board in February

J. NEW BUSINESS

The Board will be asked to approve a PAD outlining various park improvements. These improvements would include: installation of new lights in the Marina parking lot, and new restrooms in Commodore, Explorer, and Vista parks. (1112-04, Public Works Committee/ T. Watson)

Board Members decided to vote on these items separately.

Director Cross made the motion, with a second by Director Watson.

MOTION: That the Board approves the Commodore Park improvement package consisting of a new restroom facility funded with \$32,000 from Special Assessment funds; and a 500 foot long by 10 foot wide path from the Marina parking lot to the restroom and on to the pavilion with lighting and conduit funded with \$53,000 from the Community Improvement Funds.

President Hatten said that committee members have been too late in submitting their comments on proposed PADs. There was discussion on whether an 8 foot or 10 foot wide path, which would skirt the lake edge, was needed. It was determined that the 10 foot wide path would be ideal for delivery and beer trucks to come through.

Director Cross made the motion to amend the motion, with a second by Director Alexander.

MOTION: That the Board approves the Commodore Park improvement package consisting of a new restroom facility funded with \$32,000 from Special Assessment funds; and a 500 foot long by 10 foot wide path from the Marina parking lot to the pavilion and an 8 foot path from the Pavilion to the restroom with lighting and conduit funded with \$53,000 from the Community Improvement Funds.

The motion to amend was unanimously carried.

The main motion was unanimously carried.

Director Cross made the motion, with a second by Director Thompson.

MOTION: That the Board approves the Explorer Park improvement plan consisting of a new restroom facility funded with \$32,000 from Special Assessment Funds; and a 5 foot wide path from the parking area to the restroom and down to the sand funded with \$1,800 from Community Improvement Funds.

Director Watson had to leave the meeting.

The motion was unanimously carried.

Director Cross made the motion, with a second by Director Thompson.

MOTION: That the Board approves the Vista Park improvement plan consisting of a new restroom facility funded with \$32,000 from Special Assessment Funds.

The motion was unanimously carried.

K. PUBLIC COMMENT

Keith Franklin, Public Works Committee Chair, said that Roger Dodge should be given special recognition for his work on the Public Works projects.

L. ADJOURNMENT

Director Alexander made the motion, with a second by Director Thompson.

MOTION: That the Board adjourns the meeting.

The meeting was adjourned at 9:31 p.m.

The next meeting will be held on Tuesday, January 24, 2012 at 2:30 p.m. in the Cedar Room.

Respectfully submitted,

Charlotte Orren, Recording Secretary