

**LAKE WILDWOOD ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS' MEETING  
MARCH 22, 2011**

**A. CALL TO ORDER**

President Thies called the meeting to order at 7:04 p.m. and then led the Pledge of Allegiance.

**B. ROLL CALL**

President Terry Thies; Vice President Alex Alexander; Secretary Mary Ann Brandt; Treasurer Chris Smallman; Directors Don Hatten and Bruce Stanton; General Manager/COO Edward Simpkins; Administrative Assistant Chris Olivas; and Recording Secretary Charlotte Orren.

Absent: Directors Ward Thompson and Tom Watson.

**C. AGENDA APPROVAL**

Director Stanton made the motion, with a second by Director Brandt.

MOTION: That the Board approves the agenda.

President Thies recommended that New Business Item 5, replacement of snack bar ice machine, be moved to New Business Item 1, and that New Business Item 4, replacement of the Jacobsen Rough Mower, be moved to New Business Item 2. Also that Discussion Item 2 be moved to Discussion Item 1.

Director Brandt made the motion, with a second by Director Stanton.

MOTION: That the Board approves the agenda, as amended.

The motion was unanimously carried.

**D. APPROVAL OF MINUTES**

Director Brandt made the motion, with a second by Director Stanton.

MOTION: That the Board approves the minutes of the regular monthly meeting of the Board of Directors' held on February 24, 2011.

The motion was unanimously carried.

**E. CORRESPONDENCE**

President Thies said that he received correspondence regarding the proposed fitness center. General Manager Simpkins said that he received correspondence from Mike Lambert and will forward this to Board Members for review.

**F. REPORTS**

1. Treasurer's Report – Attachment A

Chris Smallman reported assets of \$9,928,000 as of February 28, 2011 and member equity of \$7,844,000. There is a positive variance of \$133,000 to the budget year-to-date.

2. Secretary – none

3. President's Report – none

President Thies mentioned that Director Watson had surgery, and that we wish him well. He also thanked the Community Relations Committee in advance for all of its work on the upcoming annual meeting.

4. Management Report – Attachment B

General Manager Edward Simpkins reported that we collected on six delinquent accounts during the month of February, for a total in the fiscal year of \$109,000. Total receivables are \$475,459.

He gave an update on project status. The new chandelier and wall sconces for the Cedar Room must be reviewed by the County. We've had leaks in the Pine Room roof, the Clubhouse roof, and the Golf Shop roof. The pond wall on hole #12 is in place. The Meadow Park CAD maps are ready. The restroom buildings for three parks will be funded through special assessment. These will require site plans and County review. New trees have been planted at Cottontail Way and Commodore Park. Those that were slated for the beach near the swimming pool have been re-distributed.

5. Committee Reports – Attachment C

6. Ad Hoc Committee Report

Ad Hoc Energy Committee: Chair Bob Pleski said that the duct testing and repair has received a great reception. All Phase Duct Cleaning has checked 542 homes for heat conduction and has 212 on back log. Just 20% had initially passed. After 80% were repaired, 60% passed. All Phase Duct Cleaning will make a donation towards community activities.

7. Board Liaison Report

Judith Scott, County Liaison for Emergency Services, said that the annual fundraising event for the Fire Safe Council will be at the Pilot Peak Winery.

**G. CONSENT CALENDAR**

1. The Board will be asked to approve appointments to fill various committee vacancies. (1103-01, Thies)

The following recommendations were made:

Information Technology – Mark Goldberg  
Michael Sanders

2. The Board will be asked to task the Community Relations Committee to again assist staff with the activities and planning that is needed to insure the Association's forty-first Annual Meeting on July 23, 2011 is a memorable event. (1103-02, Brandt/Simpkins)
3. The Board will be asked to grant final approval to change Administration Rule R-1.20.40, Provisions 3 & 5 which will update the Association's Fine & Penalty Schedule regarding failure to submit to or complete a pre-entry boat inspection, bringing or launching a boat that has been in infested waters and misuse of LWW Pass, Card, or Decal. A final notice of these changes will be published in *The Wildwood Independent*. (1101-07, Lake Committee/Findley/Simpkins)

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

MOTION: That the Board approves the Consent Calendar.

The motion was unanimously carried.

**H. OLD BUSINESS**

The Board will be asked to approve short-term borrowing from FY 2010/11 Capital Reserve funds not to exceed TBD and to accelerate FY 2022/23 Marina Swimming Restroom Roof Capital Reserve funds not to exceed \$6,700 to cover the final costs for the pool building remodel (Phase II) project. Further, the Board will be asked to adopt a resolution which allows the Board to borrow funds and repayment of these funds from FY 2011/12 Special Assessment. (1009-12, Public Works Committee/Alexander/Simpkins)

Director Hatten made the motion, with a second by Director Brandt.

MOTION: That the Board approves borrowing funds not to exceed \$77,000 from the Capital Reserve Account, adopts the attached Resolution, which allows the Board to

borrow the funds and repayment of these funds from FY 2011/12 Special Assessment within one year from the initial date of the transfer of these funds. Further, the Board approves the use of these borrowed funds and approves FY 2010/11 Board Contingency funds not to exceed \$5,000 for landscaping and further approves \$2,700 from FY 2010/11 Community Improvement funds and to accelerate FY 2022/23 Marina Swimming Restroom Roof Replacement Reserve funds not to exceed \$6,700 to cover the additional costs for the pool building remodel (Phase II) project.

Director Hatten reported that the pool building construction will be done by the end of the month and the landscaping will follow. Finance/Audit Committee Chair Glenn Orren said that this was an appropriate use of funds.

The motion was unanimously carried.

## **I. DISCUSSION**

1. Members of the Penn Valley Fire District and Joanne Drummond, Fire Safe Council of Nevada County Executive Director, will discuss a Resolution concerning Scotch Broom (*Cytisus scoparius*) that was passed by the Penn Valley Fire District. (1103-04, Public Safety Committee/Hatten)

Sally French of the Public Safety Committee introduced Joanne Drummond, Fire Safe Council of Nevada County Executive Director, who said that the sale of flammable Scotch Broom is banned in the County. There are Proposition 40 funds to help fight the plant. The Fire Safe Council added Fire District Resolution 2011-01, which encourages the removal of Scotch Broom in the County. The LWA Board will take recommendations to clean up its property and educate its members. Director Hatten said that the Board will take this under consideration at the April meeting.

2. The Board will discuss alternatives for Pickleball. (1103-03, Thies)

Gerry Cosby, Pickleball Club President and Stan Cosby provided information about the Pickleball Club, which now has 75 members. They stated that their Club has outgrown the Meadow Park space and needs space to grow and to hold tournaments. They have presented information to many committees including Recreation and Planning.

Tennis members claimed that the modification of the lines at the North Gate courts or the Marina courts is not a good idea. They need all the space, since the courts are used for USTA tennis matches. Some members of the tennis community thought that modification of the lines would cause friction among the members.

The Board tasked the Planning Chair to co-ordinate discussion and planning with the Recreation Committee and the Pickleball Club to find a satisfactory solution for Pickleball courts.

**J. NEW BUSINESS**

1. The Board will be asked to approve FY 2010/11 Replacement Reserve funds not to exceed \$3,000 to replace the Snack Bar ice machine. (1103-09, Biswell/Simpkins)

Director Brandt made the motion, with a second by Director Hatten.

MOTION: That the Board approves FY 2010/11 Replacement Reserve funds not to exceed \$3,000 to purchase an ice machine. The Recreation Director and the General Manager will review the bids and select the best unit at the lowest price.

The motion was unanimously carried.

2. The Board will be asked to accelerate FY 2012/13 Replacement Reserve funds not to exceed \$80,500 to replace the Jacobsen Rough Mower. (1103-08, Wolford/Simpkins)

President Thies made the motion, with a second by Director Stanton.

MOTION: That the Board approves accelerating FY 2012/13 Replacement Reserve funds not to exceed \$80,500 to purchase a Jacobsen 9016 Rough Mower.

The motion was unanimously carried.

3. The Board will be asked to vote on the proposed 2011/12 Budget that was reviewed during the Board of Directors' Budget Meeting held on March 8, 2011 in the Cedar Room. (1103-05, Thies/Simpkins)

President Thies made the motion, with a second by Director Brandt.

MOTION: That the Board approves the proposed FY 2011/12 budget.

Bud Springer, Lot #1984, said that there should have been more publicity about the budget, other than in the public meeting and PowerPoint presentation last week. The proposed budget should have been handed out tonight. General Manager Simpkins said that information is on the website and was part of the *e-Bits*.

The motion was unanimously carried.

4. The Board will be asked to appoint three Inspectors of Election who will oversee all aspects of the Association's July Annual Election for two new Board Members. (1103-06, Election Committee/Watson/Simpkins)

Director Brandt made the motion, with a second by Director Hatten.

MOTION: That the Board appoints Marjie Colburn, Kitty Healy, and Alexis Tjoa as Inspectors of Elections for the Association's 2011 Annual Election.

The motion was unanimously carried

5. The Board will be asked to approve the following dates for the 2011 Board of Directors' Election: submission of applications for the Board – May 2-21; record date – June 10; ballot mailing date – June 16; and final date for receipt of ballots – July 22. (The Annual Meeting will be held July 23.) (1103-07, Watson/Olivas/Simpkins)

Director Stanton made the motion, with a second by Director Brandt.

MOTION: That the Board approves the 2011 Board of Directors' annual election and ballot measure timetable as follows: May 2-21, submission of applications for the Board of Directors; June 10, record date; June 16, mailing date; July 22, final date for receipt of ballots; and July 23, Annual Meeting.

The motion was unanimously carried.

6. The Board will be asked to authorize the General Manager to let a sole source contract with Clean Lakes, Inc. and to approve FY 2011/12 Public Works Operational funds not to exceed \$90,000 for spraying for aquatic weeds. (1103-10, Lake Committee/Thies/Simpkins)

President Thies made the motion, with a second by Director Stanton.

MOTION: That the Board approves FY 2011/12 Operational funds not to exceed \$90,000 for a sole source contract for Clean Lakes to provide a spray program that will reduce or eliminate weeds throughout our lake, thus making the lake user-friendly for our swimmers and boaters.

The motion was unanimously carried.

7. The Board will be asked to approve FY 2010/11 Community Improvement funds not to exceed \$1,800 to purchase an equalizer to upgrade the sound system in the Cedar Room. (1103-11, Simpkins)

Director Brandt made the motion, with a second by Director Stanton.

MOTION: That the Board approves the request from the sub-committee (Jazz at the Cedar) of the Community Relations Committee to purchase a Klark Teknik DN30B Equalizer and fund this purchase with FY 2010/11 Community Improvement funds not to exceed \$1,800. Further, staff is instructed to place this asset on the Replacement Reserve Schedule.

The motion was unanimously carried.

8. The Board will be asked to approve proposed changes to Finance Rule R-4.20.70 regarding rules for procurement of goods and services. These proposed changes will be published in *The Wildwood Independent*. (1103-13, Finance/Audit Committee/Whiteaker/Simpkins)

Director Hatten made the motion, with a second by Director Brandt.

MOTION: That the Board approves the attached changes to Finance Rule R-4.20.70, which will update the rules regarding the procurement of goods and services. Further, these proposed rule changes will be published in the Association's newspaper that is distributed to all Members. No less than 30 days after these proposed rule changes are published in *The Wildwood Independent*, the General Manager will place this item on the Board's agenda for final approval.

The motion was unanimously carried.

9. The Planning Committee will ask the Board to approve a Community Workshop where the architect will present the proposed improvements on the Pool Renovation (Phase III) project. (1012-07, Planning Committee/Alexander/Simpkins)

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

MOTION: That the Board approves the Planning Committee's request to hold a Workshop regarding the proposed improvements on the Pool Renovation (Phase III) project. This Workshop will be held in the Oak Room at the Community Center on Tuesday, April 19, 2011 at 3:00 p.m.

The motion was unanimously carried.

10. The Board will be asked to approve the FY 2011/12 Operational funds not to exceed \$493,105 for the Employees' Health Benefits Package. (1103-12, Simpkins/Olivas)

President Thies made the motion, with a second by Director Alexander.

MOTION: That the Board of Directors approves renewing the lowest employee benefits (medical, dental, and life) package for employees' insurance in an amount not to exceed \$493,105.

The motion was unanimously carried.

**K. PUBLIC COMMENT**

Glenn Orren, Lot #1428, said that the AARP free tax preparation will go on for two weeks, and extra days may be added.

**L. ADJOURNMENT**

Director Brandt made the motion, with a second by Director Stanton.

MOTION: That the Board of Directors adjourn the meeting. The meeting was adjourned at 9:00 p.m.

The motion was unanimously carried.

Respectfully submitted,

Charlotte Orren, Secretary