

**LAKE WILDWOOD ASSOCIATION  
BOARD OF DIRECTORS' MEETING MINUTES  
MAY 19, 2009**

**A. CALL TO ORDER**

President Doscher called the meeting to order at 2:30 p.m. and then led the Pledge of Allegiance.

**B. ROLL CALL**

President Mike Doscher; Vice-President Jack Valentine; Secretary Bud Springer; Directors Mary Ann Brandt, Linda Pryor, Don Streseman, and Terry Thies; General Manager/Chief Operating Officer Edward Simpkins; Administrative Assistant Chris Olivas; and Recording Secretary Charlotte Orren.

**C. AGENDA APPROVAL**

(The agenda for the Board's Monthly Board Meeting on May 19, 2009 was distributed to the members prior to the Board Meeting in accordance with the Davis-Stirling Act.)

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

MOTION: That the agenda be approved.

President Doscher said that under item G.6, the date for the "Meet the Candidates Night" will be announced in the *Bits and Pieces*.

The motion was unanimously carried.

**D. APPROVAL OF MINUTES**

The Board will be asked to approve the minutes from the Board of Directors' Monthly Board Meeting held on April 28, 2009 and the Executive Session held on May 12, 2009 to address contracts and personnel issues.

Director Springer suggested that Item H., Old Business, of the April 28, 2009 meeting dealing with the perimeter fencing near the North Gate be corrected to read six yes votes and 1 nay vote, the nay vote being Director Springer.

Director Streseman made the motion, with a second by Director Springer.

MOTION: That the minutes from the Board of Directors' Monthly Board Meeting held on April 28, 2009, as amended, and the Executive Session held on May 12, 2009 to address contracts and personnel issues be approved.

The motion was unanimously carried.

**E. CORRESPONDENCE**

President Doscher received a letter regarding speeding.

## F. REPORTS

1. Treasurer's Report – Attachment A  
Board Members discussed the continuing negative variance to the budget for the Clubhouse. Director Springer said that the Hospitality Services Committee will be making recommendations. He praised General Manager Simpkins in his efforts to control the budget.
2. Secretary's Report – None
3. President's Report – None
4. Management Report – General Manager Simpkins read his report, Attachment B
5. Committee Reports – Attachment C
6. Ad Hoc Committee Reports – None
7. Board Liaison Reports – Judith Scott, Emergency Affairs Representative, said that the 211 Urgent Call System will start on July 1. The Emergency Services Council is concentrating on the drought and the potential fire season.

## G. CONSENT CALENDAR

1. The Board will be asked to approve write-offs involving bankruptcies, foreclosures, and other un-collectable debts. (0905-01, Simpkins/Whiteaker)
2. The Board will be asked to approve appointments to fill various committee vacancies. (0905-02, Doscher)  
  
No appointments were recommended.
3. The Board will be asked to accept a generous donation of up to \$1,000 for the purchase of clocks for the new Community Center. (0905-03, LWW Women's Club/Simpkins)
4. The Board will be asked to grant final approval to change EMO Rule R-6.30.20 which will update the rules regarding weed abatement and allow the EMO to track non-compliant owners. This final notice will be published in *The Wildwood Independent*. (0903-11, Environmental Management Committee/Brandt/Simpkins)
5. The Board will be asked to grant final approval to add Lake Policy 9.25 for the protection of the lake against Quagga and Zebra mussel infestation and Administration Rule R-1.20.40, Provision 3 to increase the fine range from \$100 to \$500 for unauthorized boats (those not registered and not displaying a current Lake Wildwood decal) coming through our gates and subsequently launching a boat. This final notice will be published in *The Wildwood Independent*. (0903-12, Lake Committee/Thies)
6. This item is being placed on the agenda to remind our residents of the Election Committee's plans for a "Meet the Candidates Night" in June so the Membership has an opportunity to meet those members who are running for the Board of Directors. (0904-07, Healy/Doscher)

Director Springer made the motion, with a second by President Doscher.

MOTION: That the Board accepts the Consent Calendar.

The motion was unanimously carried.

## **H. OLD BUSINESS**

The Board will be asked to approve proposed changes to EMO Rule R-6.30.30 which would require car covers meet certain requirements. (0903-10, Environmental Management Committee/Brandt)

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

**MOTION:** That the Board directs the General Manager to publish the attached proposed changes to the Environmental Management Rule R-6.30.30 as outlined in the attached rule changes. The purpose of these changes would require the owner to meet certain cover requirements. These proposed rule changes would 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 should place this item on the Board's agenda for final approval.

## **I. DISCUSSION**

1. The General Manager will provide the Board with an update regarding the rules for the use of the Community Center including priorities, scheduling, fees, etc. (0904-09, Biswell/Romell/Simpkins/Springer)

General Manager Simpkins gave some examples of rental fees for the Oak Room, i.e., for a private party sponsored by a member, it would be a \$400 fee for the Oak Room and \$100 kitchen fee, if there is a caterer. There would be no room fees with use of Clubhouse food services.

The Board tasked the General Manager to report back to the Board regarding the results of Clubhouse catered events in the Oak Room and outside caterer events and also to review the fee schedule with the Hospitality Services Committee before publication.

2. The General Manager will update the Board on his findings regarding what effects, if any, may have caused some changes to the surface condition on pontoon boats' floats that are located in the marina. (0904-10, Simpkins/Lake Committee/Thies)

General Manager Simpkins said that he had contacted J.D.H. Corrosion Consultants

## **J. BUSINESS**

1. The Board will be asked to approve FY 2009/10 Replacement Reserve Funds not to exceed \$300,900 for the Association's Annual Pavement Rehabilitation Program. (0905-04, Watson/Simpkins)

Director Streseman made the motion, with a second by Director Springer.

MOTION: That the Board authorizes staff to expend FY 2009/10 Replacement Reserve Funds not to exceed \$300,900 for this year's annual road program.

The motion was unanimously carried.

Diana Thompson said that after the paving, the fire hydrants should be clearly marked.

2. The Lake Committee will brief the Board on their findings and recommendation not to lower the lake in the fall of 2009. (0905-05, Lake Committee/Thies/Watson)

Director Thies made the motion, with a second by Director Streseman.

MOTION: That the Board agrees with the joint recommendations from Dan Watson, PublicWorks Superintendent, and the Lake Committee to "not" lower/de-silt the lake in the fall of 2009, and directs staff to notify the membership in the upcoming *Bits & Pieces*.

The motion was unanimously carried.

3. The Board will be asked to approve the purchase and installation of equipment required to allow remote access control of the North Gate between the hours of 11:00 p.m. and 6:00 a.m. seven days a week. (0905-06, Findley/Springer/Simpkins)

Director Springer made the motion, with a second by Director Streseman.

MOTION: That the Board approves FY 2008/09 Board Contingency Funds not to exceed \$10,000 for the equipment and installation of a remote monitoring and control system for the North Gate to control access between the hours of 11:00 p.m. and 6:00 a.m. seven days a week.

Director Pryor said that she has been receiving many calls about staffing of the two gates. There were questions about fire and ambulance entry.

Don Hatten, Finance/Audit Committee, said that this expenditure should come out of Capital Improvement Funds and the three items over \$1,000 should be added to the Replacement Reserves. He said that a Project Approval Document is needed.

Diana Thompson, Public Safety Committee said that her committee had not had time to review this item, since she had just recently received it.

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

MOTION: That the Board strikes the first motion and table it until it receives a fully documented P.A.D.

Ray Gutendorf, Lot #2236, said that there was poor communication on this item in the *Bits and Pieces* and it was not stated that it was a security issue, but an equipment purchase.

The motion was unanimously carried.

4. The Board will be asked to approve FY 2008/09 Replacement Reserve Funds not to exceed \$4,700 to replace the carpeting in the Child Care Room with a laminate floor to match the existing flooring in the Recreation Room. (0905-07, Biswell/Doscher/Simpkins)

Director Doscher made the motion, with a second by Director Streseman.

MOTION: That the Board approves FY 2008/09 Replacement Reserve Funds not to exceed \$4,700 to replace the existing carpet in the Child Care Room with the same type laminate that exists in the Recreation Room and to authorize the General Manager to let a contract with the lowest bidder. Further, the Board directs staff to place this laminate flooring on the Replacement Reserve Schedule.

Director Doscher made the motion, with a second by Director Valentine.

MOTION: That the first motion be amended to approve FY 2008/09 Replacement Reserve Funds not to exceed \$2,800 to replace the existing carpet in the Child Care Room with the same type laminate that exists in the Recreation Room and to authorize the General Manager to let a contract with the lowest bidder. Further, the Board directs staff to place this laminate flooring on the Replacement Reserve Schedule.

The motion was unanimously carried.

5. The Board will be asked to approve a Weed Abatement Contract with Western Land Renovators (WLR) to clear the Association's greenbelts, road shoulders, and areas of the golf course of weed ladder fuels as well as clear individual members' lots that are not in compliance with our Weed Abatement Program. (0905-08, Watson/Simpkins)

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

MOTION: That The Board approves FY 2009/10 Operational Funds not to exceed \$9,990 and authorizes the General Manager to let a contract with Western Land Renovators for this year's annual weed abatement program.

The motion was unanimously carried.

6. The Board will be asked to remove the approval given in August 2008 for \$2,500 of FY 2008/09 Community Improvement Funds for the new sidewalk at Hideaway Park. Further, the Board will be asked to reimburse the Capital Improvement Planning Account with FY 2008/09 Community Improvement Funds not to exceed \$8,504 for the following projects: early design work on Administration Expansion; early design work for the remodel of the Clubhouse; and designs and permits for the Security building. Lastly, the Board will be asked to reimburse the Capital Improvement Planning Account with FY 2009/10 Community Improvement Funds not to exceed \$10,053.81 for the outstanding balance on the new Security building. (0905-09, Finance & Audit Committee/Valentine/Whiteaker/Simpkins)

Director Valentine made the motion, with a second by Director Streseman.

MOTION: That the Board approves the following: 1) Withdrawal of the FY 2008/09 Community Improvement Funds for the new sidewalk at Hideaway Park (\$2,500); 2) reimburse the Capital Improvement Planning Account with FY 2008/09 Community Improvement Funds for the early design work on the Administration Office expansion (\$1,251.43); the early design work for the remodel of the Clubhouse (4,901.21); and the designs and permits for the Security building (\$2,351.36). Further, the Board authorizes staff to credit the Capital Improvement Planning Account from the FY 2009/10 Community Improvement Budget for the outstanding balance on the new Security building (\$10,053.81).

The motion was unanimously carried.

7. The Board will be asked to approve proposed changes to Security Rules R-10.20.10, R-10.20.20, R-10.20.30, Procedure P-10.20.10 which will update our rules regarding authorized entry into Lake Wildwood. These proposed changes will be published in *The Wildwood Independent* and will come back before the Board at a future meeting for final approval. (0905-10, Public Safety Committee/Springer/Findley/Simpkins)

General Manager Simpkins asked that this item be withdrawn, as more research is required.

8. The Board will be asked to approved proposed changes to Security Rule R-10.30.25 regarding rules for the control of limited time, on-street parking. These proposed changes will be published in *The Wildwood Independent* and will come back before the Board at a future meeting for final approval. (0905-11, Public Safety Committee/Springer)

Director Springer made the motion, with a second by Director Streseman.

MOTION: That the Board directs the General Manager to publish the attached proposed changes to Security Rule R-10.30.25, Provision 2 as outlined in the attached rule change. The purpose of this change would require an owner, occupant, or contractor to place traffic cones in front of and in back of work vehicles/equipment when parking on any street, roadway, or common areas. This proposed rule change would 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 should place this item on the Board's agenda for final approval.

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

MOTION: That the Board withdraws this motion and asks the Public Safety Committee to develop better language.

The motion was unanimously carried.

9. The Board will be asked to approve the Association's insurance providers, the amount of insurance, the type of coverage for fiscal year 2009/10, and the dollars to pay for these

policies. Insurance policies include property, general liability, automobile, crime, inland marine, umbrella, excess crime, and Directors & Officers. (0905-12, Simpkins/Olivas)

Director Pryor made the motion, with a second by Director Valentine.

MOTION: That the Board of Directors approves renewing the lowest priced comprehensive package policy with the same/or better coverage through a carrier TBD once the bids are received, in an amount not to exceed \$176,000. Should the final quote for the comprehensive package policy exceed \$176,000, if time permits for the Board to meet and approve additional funds, such a meeting will be requested. However, if time does not permit a meeting, staff is authorized to select the lowest bidder and renew the policy so it does not expire.

The motion was unanimously carried.

#### **K. PUBLIC COMMENT**

Karen Valentine, Lot #1892, expressed disappointment about the pool closures. Today there was a chemical imbalance; yesterday there was no heat, she said. She thought the pool equipment would be replaced last summer, but it seems that work had started just three to four weeks ago. General Manager Simpkins responded that we had an equipment failure, mainly the chlorinator. Some pool services could not respond for three weeks, but he is checking other resources.

Glenn Orren, Lot #1428, asked when the chairs in the Pine Room would be replaced since there was enough money in the budget to replace the Cedar Room and Pine Room chairs.

John Drew, Lot #283, complained about the pool closure and maintenance issues. He said he pays dues and pays the pool fees and cannot use this amenity for himself and his family.

Director Thies responded that \$60,000 has been set aside to refurbish the swimming pool.

#### **L. ADJOURNMENT**

Director Streseman made the motion, with a second by Director Springer.

MOTION: That the Board adjourn the meeting.

The motion was unanimously carried. The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Charlotte Orren, Recording Secretary