

**Wildridge Association  
General Session  
Agenda**

**Date: June 12, 2010 (9:00 a.m. @ the Wildridge Office)**

1. Call to Order

2. Secretary's Report

3. Treasurer's Report

4. Comments from Members

5. Committee Reports

6. Manager's Report

7. Unfinished Business

8. New Business

9. Next Meeting

10. Adjourn General Session

**Wildridge Association  
General Session  
Meeting Minutes**

**Date: June 12, 2010 (9:00 a.m. @ the Wildridge Office)**

Board Members Present

Russ Segraves, Vice President (lot #37)

Randi Snider, Treasurer (lot #32)

Mark Doran, Secretary (lot #224)

Jeanne Keller, Director (lots #22 and 38)

John Sharp, Director (lots #2 and 3)

Board Members Absent

Mark Pavey, President (lot #17), excused absence

Ray Burton, Director (lot #220), excused absence

Park Manager

Steve Rayls.

Guests / Visitors

Jay Papp, Wildridge Technology Consultant (lot #355)

**Informational attachments to meeting minutes:**

- General Session Meeting Agenda
- Financial Reports
- Manager's Report
- Proposals for Outsourced Financial Processing (Livesay Group, RE Pierce, Rodefer Moss)

1. Call to Order

The general session meeting was called to order at 9:00 a.m. by Vice-President Russ Segraves and an agenda was distributed (see attached).

The agenda for the June 12, 2010 general session were presented in writing to all Board of Directors members. A motion was made to accept the agenda.

The motion passed by a 4-0 vote.

*Motion: Jeanne Keller*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

2. Secretary's Report

The minutes from the May 8, 2010 general meeting were presented in writing to all Board of Directors members. Copies of the May 8, 2010 general meeting minutes were circulated to the audience attending the meeting.

A motion was made to approve the Minutes as presented.

The motion passed by a 4-0 vote.

*Motion: Jeanne Keller*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*

### 3. Treasurer's Report

The Treasurer, Randi Snider, provided a financial report (see attached) and distributed financial information. Ms. Snider commented on a couple topics.

- There is currently approximately \$295,000.00 in the restricted funds. As of the meeting date, no transfer had been processed to reimburse operating funds for the costs of pool renovation or shower house upgrades.
- Total funds available are approximately \$535,000.00.

### 4. Comments from Members

*Member name: Jay Papp*

*Lot #: 355*

The member commented that the volleyball net needed to be replaced. The manager explained that this should be completed for the July 4, 2010 holiday weekend.

*Member name: Ruth Sears*

*Lot #: 279*

The member commented that the stricter electric shutoff policy for the off-season should not be implemented. Members use camps during the winter for hunting and maintenance. She believes that electric is guaranteed as part of the lease agreement.

*Member name: Norma Gould*

*Lot #: 264*

The member expressed the same concerns as her neighbor on lot #279 regarding seasonal electric shutoff. She believes the Park should continue to administer on/off requests.

*Member name: Jerry Haffield*

*Lot #: 221 and 222*

The member expressed the same concerns as her neighbor on lot #279 regarding seasonal electric shutoff. He believes electric use is a management issue and that the Park should continue to administer on/off requests.

*Member name: Larry Roney*

*Lot #: 470 and 471*

The member expressed the same concerns as her neighbor on lot #279 regarding seasonal electric shutoff. He believes that electric is guaranteed as part of the lease agreement.

## 5. Committee Reports

### **A. Social Committee**

Representatives from the Social Committee were unable to attend the meeting, but do plan on attending regularly in the future to discuss information.

### **B. Lifestyle Activities**

Jerry Haffield (lots #221 and 222) presented information for Di Haffield, who serves as a volunteer coordinator for lifestyle activities. He explained that interest is increasing for euchre, line dancing, belly dancing and children's craft activities. Ping-ping and corn hole will begin soon. He mentioned that the tennis court area needs to be cleaned. He explained that the offer for a religious singer was declined due to scheduling issues and that a 50's dance was scheduled for July 17, 2010.

Donations to help support activities will be appreciated.

### **C. Infiltration and Utilities**

John Sharp provided a financial summary of utility information. Total utility costs have decreased \$27,805.00 from the same period last year.

### **D. Member Services**

Jeanne Keller stated that fourteen building permits were processed.

### **E. Technology**

Ray Burton had an excused absence and no report of technology activity was provided.

### **F. Records Management**

Mark Doran explained that the Board is currently reviewing and updating the Park Member Rules and Regulations. A workgroup has been meeting to complete the updates since January 2010. Minutes for four meetings during May 2010 were prepared.

### **G. Park Maintenance**

Russ Segraves explained that Park maintenance will be discussed as part for the Manager's report..

## 6. Manager's Report

The manager's report (see attached) was presented by Park Manager, Steve Rayls. The following were noted.

- Memorial Day Holiday went well.
- Two resumes for the next Board of Directors election have been received. The deadline to submit a resume is June 13, 2010.
- Lease transfers have been going well.
- Compliance in purchasing ULMV stickers seems to be going well.
- Two new washing machines have been ordered for the laundry area. Jeanne Keller painted the laundry room.
- A new security system has been installed.

- Several grade elevation rings have been installed around manholes.
- The swimming pool deck was painted prior to the pool opening for the holiday.
- There are a couple openings for part-time positions.

## 7. Unfinished Business

### **A. Update on installation of New Security System.**

Jay Papp, Wildridge Technology Consultant (lot #355) discussed the installation of the security camera system by FCW Systems. All cameras are operational, but one at the guard house needs to be repositioned. One camera will be donated and one camera is being installed on the north side of the shower house.

### **B. Update on new washers.**

Two new washing machines have been ordered for the laundry area.

## 8. New Business

### **A. Outsourcing of Treasury Duties**

Randi Snider discussed information for outsourcing the financial processing duties currently performed by the Treasurer. A motion was passed during the April 10, 2010 to obtain at least three bids for outsourcing the Treasurers processing duties. The Treasurer position would still serve in an oversight role and be responsible for the fiscal administration of the association business. Potential funding should be identified in the existing association budget. Three proposals were obtained (see attached) from Livesay Group, RE Pierce, Rodefer Moss.

A motion was made to engage R.E. Pierce to administer fiscal processing in accordance with their proposal.

The motion passed by a 4-0 vote.

*Motion: Randi Snider*

*2<sup>nd</sup> Motion: Jeanne Keller*

*Yes: Unanimous*

*No: 0*

### **B. Painting of Lot Numbers on Street**

The Park will use volunteer services to have lot numbers painted on the street in front of each lot.

### **C. Pool Attendant.**

The manager is working to hire a pool attendant for weekend duty. This position will supervise the pool area and help maintain the day lodge, restrooms and playground.

### **D. Rules and Regulations Update**

The Board has been reviewing and updating the Park Member Rules and Regulations. A workgroup has been meeting to complete the updates since January 2010.

A motion was made to adopt the rules and regulations as updated by the Board of Directors workgroup during 2010 (revision effective June 12, 2010). The following changes should be reflected:

- Seasonal electric cutoff will not be addressed in the current revision, rather will be considered for future implementation.
- Verbiage should be included stating that building setbacks apply to both temporary and permanent structures, to include trailer tip-outs.
- Building height should be limited to 13 feet, measured from the high point of the individual lot for which the building permit is approved. Building height may be adjusted on a case by case basis for circumstances that are documented on a building permit (e.g., height of RV with air conditioner that could not fit under a 13 foot cover).
- Verbiage should be included that any Lease Holder filing legal action against Wildridge will be responsible for all applicable legal fees incurred by the Association.

The motion passed by a 4-0 vote.

*Motion: Mark Doran*

*2<sup>nd</sup> Motion: Randi Snider / John Sharp*

*Yes: Unanimous*

*No: 0*

*Member name: Norma Gould*

*Lot #: 264*

The member inquired as to why there was a square footage limitation for buildings. Vice-President Segraves explained the need for drainage, parking and lot size limitations.

*Member name: Phil Scherschel*

*Lot #: 200*

The member inquired as to what happened if a combined lot building improvements exceed 1200 square feet, and the lots are later separated. Vice-President Segraves explained that the rules and regulations address this issue and each lot would have to comply before the separation could be processed.

#### 9. Next Meeting

The next general session is scheduled at 9:00 a.m. on Saturday, July 10, 2010, following the regularly scheduled Board of Directors executive session meeting at 8:00 a.m.

#### 10. Adjourn General Session

A motion was made to adjourn the general session.

The motion passed by a 4-0 vote.

*Motion: Jeanne Keller*

*2<sup>nd</sup> Motion: Randi Snider*

*Yes: Unanimous*

*No: 0*