

**Wildridge Association  
General Session  
Agenda**

**Date: March 14, 2015 (9:00 a.m. @ the Wildridge Office)**

Board of Directors

Ray Burton, President (lots #219 & 220)  
Jay Papp, Treasurer (lot #312)

Mark Doran, Vice-President (lot #224)  
Russ Segraves (lot #37)

Board of Directors = Absent

Ron Meadows, Secretary (lot #227)  
Ted Miller (lots #139 & 140)  
Leatha Reid (lot #332)

Park Manager

Dana Wigley

Guests / Visitors

None.

1. Call to Order

- President Burton called the meeting to order at 9:00 a.m.

2. Secretary's Report

- A Secretary's report was not provided. The Secretary was not able to attend this meeting and minutes from the prior meeting on November 8, 2014 were not available.

3. Treasurer's Report

- A financial report was not provided. Prior to the general session, an executive session was held to discuss the financial status of the Wildridge Association. The prior year actual versus budgeted funds were over-expended and efforts have continued to improve financial reporting and oversight. The financial advisor has attempted to update the presentation of financial statements to better and completely present information. New reports were received by the Treasurer on March 13, 2015, but do not appear to be clear and complete. These efforts have been ongoing since last year, but further improvements are still required.
- The possibility of shopping for a new financial services consultant was discussed.

4. Committee Reports

A. Social Committee (Jayne Dann)

- There was no representative present to provide a report.

B. Kids Club (Lisa Clemens Hughes)

- There was no representative present to provide a report.

C. Lifestyle Activities (Bonnie Huff)

- Bonnie Huff asked for volunteers to assist with the library duties. Bonnie also requested that any outstanding items on loan be returned to the library.

#### D. Newsletter (Debbie Meadows)

- Debbie Meadows agreed to prepare / publish the Spring Newsletter.

#### 5. Manager's Report

- The Park Manager, Dana Wigley, discussed the following:
  - The shower house paint has been freshened and new shower curtains and mats will be placed inside.
  - The Park-provided electric service for applicable lots has been turned on.
  - The floors in the Day Lodge will be stripped, cleaned and sealed soon.
  - There is a water line break near lot 136 that will be prepared.
  - The fence repair has been completed near lots 536/537.
  - The fence repair resulting from illegal activity behind lots 10/11 will be repaired.
  - Four defaulted lots from prior years have been awarded to Wildridge. Final documentation is expected soon and some personal property must be removed before lease rights can be sold.
  - Two lot dues have not been paid for 2014 dues. The Lease Holders have been contacted and legal action will follow.

#### 6. Old Business

- Four defaulted lots from prior years have been awarded to Wildridge. Final documentation is expected soon and some personal property must be removed before lease rights can be sold.

#### 7. New Business

- The operating procedures for leaves and chipping were discussed. Members were asked to place wet items in yard backs for a few weeks since the vacuum is not effective.
- The property maintenance guidelines and enforcement were referred to in order to remind Members that this is a year-round responsibility. Lots should be maintained in a neat and sanitary manner. Tall weeds / growth should not occur and Rules and Regulations will be enforced.
- The possibility of Emailing invoices was discussed and may be adopted.
- The use of Echecks and the associated cost was discussed. Payments can be submitted via telephone or on-line using bank account information. There is a minimal charge associated with this service.

A motion was made to accept Echecks and impose a 50-cent convenience fee.

The motion passed by a 3-0 vote.

*Motion: Jay Papp*

*2<sup>nd</sup>: Russ Segraves:*

*Yes: Mark Doran*

*No: 0*

- The Park Manager explained that the Legal Counsel recommended that Wildridge change their policy for collecting unpaid dues for the current year. Currently, Wildridge sends three, monthly collection letters if dues are not received by the June due date. After that, accounts are submitted to the Legal Counsel to begin Lease Default processing. No action was taken at this time.

## 8. Comments from Members

- Cathy Arehart, Lot 371 – Discussed her neighboring lot 372 that had been damaged by fire last summer. She asked what the Park was doing to ensure repairs were planned to keep the lot from being unsafe and a nuisance. The Park Manager will contact the lease holder of lot 372.
- Janet Caffee, Lot 162 – Asked what was planned to address dangerous golf cart operators this season. The Park Manager explained that he plans to address this topic in a general staff meeting and ensure Rules and Regulations are enforced.
- Janet Caffee, Lot 162 – Asked if the 2<sup>nd</sup> gate at the pool could be open during pool hours. It was explained that this gate is not in plain view and is locked to promote safety.
- Bonnie Huff, Lot 247 – Commented that she appreciates donations to the Park memorial, such as picnic tables.

## 9. Next Meeting

- April 11, 2015 at 9:00 a.m. in the Wildridge Day Lodge

## 10. Adjourn General Session

- The meeting was adjourned.

Wildridge Association  
General Session  
Meeting Minutes

Date: April 11, 2015 9:00 a.m.

Board Members Present:

Ray Burton, President	Russ Segraves, Director
Mark Doran, Vice President	Leatha Reid, Director
Jay Papp, Treasurer	Ted Miller, Director
Ron Meadows, Secretary	

Dana Wigley, Park Manager

The meeting was called to order by President, Ray Burton

Secretary's Report:

The minutes were read from the March 14, 2015, meeting

A motion was made and seconded to accept the minutes. It carried unanimously.

Treasurers Report:

Jay Papp gave the Treasurers report

Committee Reports:

- A. Social Committee – No one was present to give a report
- B. Kids Club – Lisa Hughes stated that all the activities are posted as events on Facebook asking for volunteers. If no one volunteers by May 1 the event will be cancelled. Need two people per event. Volunteers can message her on Facebook or call her at 765-315-7399. Someone questioned how many kids are usually at each event, she stated usually 25-30.
- C. Lifestyle Activities - Bonnie Huff stated the library is taking care of itself. Honesty policy is working for the most part. There were 2 movies taken without filling out the cards.

Ray Burton thanked all the committees for their work

Managers Report: Dana Wigley gave the managers report:

Replaced water lines, repaired leaks, still couple minor digs, repairs on park electric. Removed 3 truck loads of bagged leaves. Thanks to Forest and Beaver and all who helped rake leaves. Please report any water leak issues. A member questioned when they should stop bagging leaves. Dana said it depended on the weather, if the leaves were dry, the guys can pick them up with the leaf vac. A member questioned about fence repair.

Old Business: None

New Business: None

Comments from Members:

Ruth Sears Lot Asked if there could be a church service again. Ray explained it was not an administration decision to stop the service. It was his understanding it stopped because no minister was available. Let the manager know if you want to organize a service again.

Karen Lot #319- when will the minutes be available on the website again? Jay said he will be getting with the manager after the meeting today to take care of that.

Curtis Tyler Lot 283 – Presented information from utility bills where he had determined ways to cut expenses for the park. He wants the Board to consider his suggestions for eliminating electric meters, repairing sewer leaks to reduce infiltration costs and charging the full time residents more than the 96% of the residents who are using their lots only as the restrictive covenants allow. He also feels the restrictive covenants need revised.

Carol Parsons Lot 231 feels the manager is doing a good job.

Forest Timberlake Lot 53 Asked how much the new safe for the office cost. Jay advised him \$549.00. He asked what TJ27 on the asset sheet was, Jay told him he will check and let him know. He suggests using the 3% cost of living increase as a rule for determining what dues should be and feels we all need to pay an additional \$2.45.

It was asked if it was just a rumor that dues would be changing for members who stayed in the park on a full time basis or if it was true. Ray Burton stated per the By Laws all members are charged the same dues regardless, it is just a rumor.

It was asked about the lots Wildridge is getting back. Dana explained there are 4 lots. One is still in the attorneys hands due to being involved in a tax sale. Process for sale of lots will be decided and discussed at next board meeting.

The next meeting will be held Saturday, May 9, 2015.

The meeting adjourned at 9:53

Wildridge Association  
General Session  
Meeting Minutes

Date: May 9, 2015 9:00 a.m.  
Amended

Board Members Present:

Ray Burton, President	Russ Segraves, Director
Mark Doran, Vice President	Leatha Reid, Director
Jay Papp, Treasurer	
Ron Meadows, Secretary	

Also present: Dana Wigley, Park Manager

The meeting was called to order by President, Ray Burton.

Secretary's Report: Mark Doran requested that the following motion be restated in these minutes: This motion was made in an earlier session.

Mark Doran made a motion to incorporate the following accounting business practices for Wildridge Association, Inc.:

1. Operating and Restricted Fund (capital fund) transactions and balances will be segregated and reported independently on a monthly basis.
2. Prior year carry forward funds will be segregated and reported independently on a monthly basis.
3. Any bank interest/gain obtained from holding the Restricted Funds shall be added to the Contingency Fund balance at least annually, by January 31.  
(At some point, this date was amended to February 28)

The motion was seconded by Jay Papp and carried unanimously.

Russ Segraves made a motion to accept the minutes from the April 11 meeting. The motion was seconded by Jay Papp. The motion carried unanimously.

Treasurers Report: Jay Papp gave an overview of the financial reports. He questioned the overtime in wages. Dana Wigley stated we had a guard quit due to illness and no replacement which caused the overtime.

Committee Reports:

The only committee represented was Lifestyles. Bonnie reported she had received several more books in the library.

## Managers Report:

Dana Wigley reported that maintenance had been working on water leaks, leaf removal and getting the pool ready for opening. He had personally contacted members with tall grass on their lots by making phone calls and sending some letters. He is getting good response from members who are either coming to cut their own grass or using Zach Wright's mowing service. The fence behind lot 530 has been fixed.

## Old Business:

Sale prices were set on the repossessed lots as follows:

Lots 594 & 595 - Costs incurred totaled \$ 7965.00 lots will be sold combined for \$10,000.00 or split and sold for \$5000.00 each.

Lot 531 – costs incurred totaled \$4808.78 – lot will be sold for \$7000.00

Lot 359 – costs incurred totaled \$4937.00 – lot will be sold for \$5000.00

Lot 522 is still pending with legal issues at this time.

Lots will be sold on first come first serve basis. See the manager to purchase.

## New Business:

Fence Maintenance/Spraying to keep growth off – members who's lots back up to fence are having problems with overgrowth. It was decided to use Round Up.

Plans for old security golf carts – repair or sell: It was decided to sell them, \$3000 for both or \$1500 for each

Software upgrade for the front gate/card system – options were discussed for an upgrade for the front gate card system.

Option A: \$671.98 one time fee to update the current software

Option B: \$1071.00 one time fee to update current version of software and add a 2<sup>nd</sup> workstation to allow 2 concurrent users at the same time

Option C: \$422.67 one time fee and \$1146.36 annually for integrated system with the following advantages:      Unlimited number of concurrent users  
Software updates are automatic  
Data backups occur automatically

Jay Papp made a motion to go with option C. Russ Segraves seconded the motion and it

carried unanimously.

Subletting of Lots – Our restrictive covenants currently states the association must approve all subletting of lots in advance but we are currently not being informed of all of these instances. It was decided to put a reminder in the newsletter.

Utilization of tarps as permanent structures – The board is in agreement that tarps are not considered permanent structures and advised Dana to proceed with notifying any members using as such to complete their building structure.

Lot condition in compliance with section 5 of restrictive covenants – the board agreed that campers and buildings that are not kept clean and painted are not in compliance with their lease and Dana has the authority to contact them as such.

ULMV Rule modification – Modify rule to read that drivers 12-15 must be accompanied by “an attentive/responsible parent or guardian” in the front seat of the ULMV rather than stating it had to be the lessee. The motion was made by Leatha Reid, seconded by Mark Doran and carried unanimously.

Jay Papp made a motion to rebalance funds in the restricted funds as follows:

\$4000	Road Fund
\$4000	Sewer Fund
\$8000	Common Grounds
\$14,400	\$3600 PF
	\$3600 SF
	\$3600 Pool
	\$3600 Gate

Mark Doran seconded the motion. It carried unanimously.

A motion was made by Russ Segraves to replace the Wildridge front gate sign for a cost of \$770.00. This cost is not in the budget. The motion was seconded by Jay Papp. The motion carried with 3 ayes and 2 nays.

Ray Burton stated there will be two positions open on the board. Resumes are due by the second Sunday of June.

Comments from Members:

Curtis Tyler – Lot 283 – Read suggestions to charge members differently according to how much they use the park.

Randy Landreth – Lot 482 & 483 – feels that the members who are here full time are worth the extra security and even at \$1200 per year Wildridge would be the cheapest park around

Curtis Tyler – Lot 283 – When was the last time pumps at lift stations were calibrated?

Carol Parsons – Lot 231 – Feels Curtis Tyler doesn't want the full timers in the park

Ray Burton advised the members present that the manager was checking for park power violations.

Bonnie Huff – Lot 247 – Full Timers are more eyes to watch which helps insurance rates.

Jay Papp made a motion to adjourn, it was seconded by Russ Segraves. It carried unanimously, the meeting adjourned at 9:46.

Wildridge Association  
General Session  
Meeting Minutes

Date: June 13, 2015 9:00 a.m.

Board Members Present:

Ray Burton, President	Russ Segraves, Director
Mark Doran, Vice President	Ted Miller, Director
Ron Meadows, Secretary	

Also present: Dana Wigley, Park Manager

Meeting was called to order at 9:00 am

Secretary's Report: Russ Segraves made a motion to accept the minutes, Mark Doran asked that the May 9 meeting minutes be amended to reflect restatement of a motion that had been passed in a previous meeting and seconded the motion with that amendment. The motion carried.

Treasurer's Report: The treasurer was not present. The May financial reports were distributed.

Committee Reports: The only committee representative present was Bonnie Huff for Lifestyle Activities. She stated she has received a few new books and has placed duplicates in the box to give away or recycle.

Manager's Report: Dana Wigley stated that all the repossessed lots have been sold. The park golf carts have been sold. Water repairs continue. The front gate sign was replaced. The new furnace and air conditioner are installed in the Day Lodge, cost was \$3985.00, had gotten 5 estimates. Chose Lamb's Heating & Air, he is a member of Wildridge. It has a 10 year warranty. The attorney sent a letter on 6/11 to the Crawford County attorney pertaining to Lot 522 asking that the default judgement be honored. The Ranger has been taken in for repair. We are checking for recalls on the vehicle.

Old Business: Ray reiterated that the 4 lots that were repossessed by the association have all been sold. Hopefully we will have a resolution on Lot 522 by the end of the month.

New Business: It has been decided that stone/gravel can be brought in by vendors without commercial liability insurance as long as they have commercial truck insurance. They can deliver the stone but cannot bring equipment in to spread it without commercial liability insurance. They must still have commercial truck insurance on file with the office.

Dana will get with Chris Striegel for a quote on paving the areas of road that need paved.

Comments from Members:

Jim Kanning – Lot 156 – Asking for variance to put up a pergola instead of carport because they look much nicer than carports. It would only put him over sq. footage by 100 sq ft. or so. He currently has 1169 sq. ft. Ted Miller made a motion to allow the variance, there was no second the motion died.

Lot 88 asked if he could bring pavers in with just truck insurance. He was advised that he could. He also stated his neighbor on lot 89 has a sewer connection that is not hooked up.

Ray Burton stated there are currently three resumes for the Board of Director positions and the deadline is midnight tomorrow.

The next meeting will be on July 11 at 9:00 am.

There was a motion made by Mark Doran to adjourn. It was seconded by Russ Segraves. The meeting adjourned at 9:30 a.m.

Wildridge Association  
General Session

Date: July 11, 2015

Board Members Present:

Ray Burton, President	Leatha Reid, Director
Mark Doran, Vice President	Russ Segraves, Director
Jay Papp, Treasurer	
Ron Meadows, Secretary	

Also present: Dana Wigley, Park Manager

Call to Order: The meeting was called to order at 9:00 am

Secretary's Report: The minutes from the June 13, 2015 meeting were distributed. Mark Doran made a motion to accept the minutes, it was seconded by Leatha Reid and passed unanimously.

Treasurer's Report: Jay Papp distributed the financial reports. He addressed an issue regarding another notice we received regarding an issue of back taxes owed. He advised the board that the accountant will contact the IRS on Monday. He stated the accountant has advised him he has previously contacted the IRS and does not believe we owe the amount. They have never been able to explain the charge. Mark Doran asked that the accountant get it in writing that we do not owe the tax amount since the notice is threatening a seizure of property.

Jay advised the board that the CMO that had been purchased previously had lost \$7000.00 last month and we needed to look into other options for investments. He stated a financial advisor will be here for the September meeting.

Committee Reports:

- A. Social Committee – No representation
- B. Kids Club – Cancelled
- C. Lifestyle Activities – Bonnie Huff stated there are 30 DVDs still out from last year. Dana posted it on Facebook asking that they be returned.

Managers Report:

Dana Wigley advised the board he had attempted to contact the attorney regarding the status of Lot 522 but had received no response.

The front lift station pump has gone down and is beyond repair. The cost for a new pump is \$2900.00.

He had obtained quotes from Rex Anderson to repair three areas of drainage problems

in the park: Lots 667-668 \$4215.00  
Lots 666,679 & 680 \$3290.00  
Lot 606 \$850.00 for a total cost of \$8355.00

A motion was made by Leatha Reid to purchase the new lift station pump. It was seconded by Russ Seagraves and passed unanimously.

Old Business: Road Paving – There was discussion regarding the areas needing paved and the bid received from Streigel Paving. The motion was made by Mark Doran to proceed with the paving not to exceed the bid of \$36,000.00. The motion was seconded by Ron Meadows and passed unanimously.

New Business: Ray Burton advised that ballots for the board of directors are being mailed this week.

Comments from Members:

Bonnie Huff Lot 247 - Why is there no drainage fund?

Ray Burton explained that the association is not responsible for drainage on individual lots only drainage associated with road problems and those expenses come from the road & sewer budgets.

Next Meeting: The next meeting will be the Annual Membership Meeting, August 8, 2015 at 9:00 am at the Shelter House.

Introduction of two of the candidates for the Board of Directors: Monty Landreth & Shawn Daniels

A motion to adjourn was made by Russ Seagraves, seconded by Jay Papp and passed unanimously. The meeting adjourned at 9:49.

Wildridge Association  
Annual Membership Meeting  
Minutes

**Date:** August 8, 2015

**Call to order:** 9:00 a.m.

Final submission of ballots, ballot box for election of board of directors is closed.

**Moment of silence:** It was asked that we remember Bob & Bobbie Kaiser, previous members who had passed away as well as all other members who had passed and those who had lost their lives serving our country.

**Pledge of Allegiance**

**Board Members Present:** Introduction of current Board of Directors:

Ray Burton (Lots 219/220) - President  
Mark Doran (Lot 224) – Vice President  
Jay Papp (Lot 312) – Treasurer  
Ron Meadows (Lot 227) – Secretary  
Ted Miller (Lots 139/140) – Director  
Leatha Reid (Lot 332) – Director  
Russ Segraves(Lot 37) – Director

Also present: Dana Wigley, Park Manager

**Secretary's Report:** The minutes from the 2014 Annual Membership Meeting were read and approved at the September, 2014 General Session meeting. The minutes were available for reference.

**Treasurer's Report:** Due to computer problems, we had no financial reports.

**Manager's Report:** Thanks to the ballot counters. To date there are 14 leaseholders who have not paid their dues or made payment arrangements. Ten lots are up for Sheriff's Sale, all but two have been contacted and we have no current phone numbers for them.

**Committee Reports:**

Lifestyle: 25 DVDs out from last year, never returned.

Social Committee will be meeting immediately following this meeting. Volunteers are needed for help for Nite at the Races, anyone interested in helping is invited to stay.

**Unfinished Business:** None

**Introduction of New Board Members:**

The Candidates who ran for the board were introduced;  
Shawn Daniel (Lot 511) was not able to attend today due to being on vacation  
Monty Landreth ( Lots 2&3)  
Eric Mayfield (Lot 38)

**Recognition of Outgoing board members:**

The board would like to recognize Ray Burton and Mark Doran and thank them for their service.

**New Business:** Election Results:

Brent Geary gave the results of the election:

Total ballots received: 190

Total Votes received: 375

Shawn Daniel - 143

Eric Mayfield - 118

Monty Landreth – 114

Shawn Daniel (Lot 511) and Eric Mayfield (Lot 38) have been elected to serve a 3 year term on the board of directors.

**Member Comments:**

Lot 88 Gerald Aerhart – Has reported before that the sewer connection on lot 89 is open. He is not able to get to it to fix it, it smells and needs fixed.

The Manager advised the member he would contact the lotowner of lot 89 to come and fix the problem.

Lot 371 – I am next to Lot 372 where the fire was last summer. My lot is for sale and I complained before that they need to fix this because I can't sell my lot. It looks horrible and rodents are living in it.

The manager advised the member he has been in contact with the lotowner of lot 371. They have been given a deadline to fix it and if not legal action will be taken but it takes time, there is a process we have to go through.

Lot 92 – Dave Jagers – There was an incident of a private party in the shelter house that went past quiet time. They told the guard they had permission. He suggested that the guards be given a copy of the reservation form so they couldn't be lied to.

Lot 54 – Forest Timberlake – Thanks to the board members, remember not to micro-manage the manager and be good stewards of the money.

**Next Meeting:** September 12, 2015 at 9:00 a.m. in the Day Lodge

**Adjourn to Executive Session:** Motion to adjourn was made by Beaver Riley (non board member), not sure who seconded. Meeting adjourned.

Wildridge Association  
General Meeting

Date: September 12, 2015

Board Members Present:

Russ Segraves, President  
Leatha Reid, Vice President  
Ted Miller, Treasurer  
Eric Mayfield, Secretary

Ron Meadows, Director  
Shawn Daniel, Director  
Jay Papp, Director

Also present: Dana Wigley, Park Manager

Called to Order: The meeting was called to order at 9:00 am by Russ Segraves.

Secretary's Report: August and September minutes will both be in October meeting.

Treasurer's Report: Ted Miller distributed the financial reports and explained in detail.

Committee Reports:

- Social Committee (Jayne Dann): No representation.
- Kid's Club (Lisa Clemons Hughes): No representation.  
Board was advised that there would not be Kid's Club activities until further notice.
- Lifestyle Activities (Bonnie Huff): Bonnie stated the following items are unaccounted for:
  - 1 game

Wildridge Association  
General Meeting

Date: September 12, 2015

Board Members Present:

Russ Segraves, President  
Leatha Reid, Vice President  
Ted Miller, Treasurer  
Eric Mayfield, Secretary

Ron Meadows, Director  
Shawn Daniel, Director  
Jay Papp, Director

Also present: Dana Wigley, Park Manager

Called to Order: The meeting was called to order at 9:00 am by Russ Segraves.

Secretary's Report: August and September minutes will both be in October meeting.

Treasurer's Report: Tell Miller distributed the financial reports and explained in detail.

Committee Reports:

- Social Committee (Jayne Dann): No representation.
- Kid's Club (Lisa Clemons Hughes): No representation.  
Board was advised that there would not be Kid's Club activities until further notice.
- Lifestyle Activities (Bonnie Huff): Bonnie stated the following items are unaccounted for:
  - 1 game

from the rear, and 20' from the front. Retaining walls in excess of 30" must provide fall safety barrier of no less than 36" in height. Any retaining wall in excess of 4' must be approved by a variance in front of the board at a regular scheduled meeting. No second motion—Motion failed for lack of a second.

- Ron Meadows made a motion to keep 2' setback on any structure stating nothing built in 2' setback. Ron Meadows withdrew his motion.

#### Old Business:

- Paving expected to start in 2 weeks
- Lot 522 still tied up with Crawford County

#### New Business:

- Manager states need for new tires for Ranger, approximating cost at \$860.00 for tires and rims
- Leatha Reid made motion to get tires and rims (without selling old rims). Manager to make decision not to exceed \$900.00 before taxes. Second by Eric Mayfield. Passed by all
- Ted Miller stated that he wants Park Manager to get a list of Frequently Asked Questions of rules for board to address

#### Comments of Members:

- Lot 54 (Forrest Timberlake): Welcomed new board members Eric Mayfield and Shawn Daniel
- Lot 247 (Bonnie Huff): A lot of complaints are stupid, but should be addressed at board meetings

Motion to adjourn made by Leatha Reid and seconded by Ted Miller.