

Waynoka Property Owners Association

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WPOA Board of Trustees Meeting – Saturday, December 9, 2017

President Prescilla Redick called the meeting to order at 10:00 a.m.

Trustee Judy Yannone led those present in the invocation which was followed by the Pledge of Allegiance.

Roll Call: *Present:* Buckley, Holt, Johnson, Kitchen, Koch, Redick, Taylor, Yannone & Mgr. Cahall

Absent: Robinson (ex.)

Minutes: The motion to approve the minutes of the November 11th, 2017, WPOA public meeting as published in the December Newsletter, was made by Koch and seconded by Johnson. A yea/nay hand vote was taken and the motion passed with 7 yea votes and 1 abstention (Kitchen).

President's Report (Prescilla Redick):

- Redick wished all of the property owners a Merry Christmas and a New Year 'filled with blessings'.
- She then asked for updates to the printed reports since they were submitted for distribution on Wednesday, December 6th. *The updates are indicated in italics in the summary of each report from the handout that is included below.* jac Please note: Anyone who would like to receive an "email blast" of the report summaries, on the Fridays prior to the meetings, needs to contact the Office Staff to submit their email address for inclusion on this list. jac

Treasurer's Report as of November 30th, 2017: *While preparing the minutes an oversight in the reports summary was discovered. The report below includes the summary report of the financial figures for the month of November as well 2017.* jac

Operating funds

- *The total November operating income was \$71,000.00.*
- *The total operating expense for the month of November was \$119,000.00 with no unexpected expenses.*
- *The operating fund balance at the end of November was \$315,000.00.*
- *The operating income for the year at the end of November was \$1,958,000.00 and that is 105% of the plan for 2017. The expected income at the end of November to plan was 96% so the WPOA is 9% ahead of plan for income.*
- *The operating expense for the year at the end of November was \$1,811,000.00 and that is 96% of the plan for 2017. The expected expense was 93% so the budget is 3% over expectation.*
- *Currently the higher than expected incomes are well ahead of the higher expenses.*

Allocated Assessment Funds

- *The income for allocated operating assessments in November was \$2,100.00.*
- *Assessment account expenditures in November totaled \$3,300.00. This was for fish stocking and dredger repair.*
- *The balance of all allocated assessment accounts at the end of November was \$298,000.00.*

Invested Funds – Invested reserves at the end of November totaled \$347,315.00.

Total cash 'on hand' at the end of November was \$959,640.00.

Manager's Report (Mgr. Cahall):

- The Admin Office will be closed from December 23rd until January 2nd. Staff will only be in to check messages and process any payments received. They will not be conducting business 'at the counter'.
- The maintenance staff continues to work on the winter projects. The old docks were removed at Geronimo and new ones are being prefabricated in the maintenance building. All of the new recreation area signs are up. The new floor of the restaurant is being installed. Rock is being brought in to improve WPOA shorelines and the recreation area parking lots.
- The lake level will continue to go down so that the boat ramps at the Marina can be replaced. An effort will be made to hold that level until about February 15th. After that date the valve will be closed so the Lake can begin to refill.
- Cahall and the Long Range Planning Committee presented the capital budget for 2018 to the Board at the December workshop. Once the capital budget is approved by the Board in January, work will begin on the 5 year plan and the 30 year plan.
- The new phone book is now available at the Admin Office. If a property owner finds a mistake or is not included and wants to be, please contact the office staff. The phone books will be printed as they are requested and thus, will be as 'up to date' as possible.

Security Report (Chief Wallace):

- In the November security report there were 37 calls for service including no arrests, two reports, no traffic citations, four warnings, four squad runs, one fire run, 23 animal (14) and dog (9) complaints, 15 calls for grinder pump service and 943 security checks.
- During November no arrests were made, but warrants have been sought against two individuals in reference to a Grand Theft case.
- Ranger Amole, Auxiliary Ranger Napier and Chief Wallace completed their required continuing education training during the month. This training was conducted by the Mt. Orab and Georgetown Police Departments.

Other Committee Reports:

Long Range Planning (Dick Bankes):

- The Long Range Planning Committee will present the draft copy of the 2018-2022 Budgetary Forecast to the Board at the January workshop. This forecast will include the 2018-2022 expense estimates developed by the Reserve Advisers together with new WPOA items submitted by the Manager.
- The Committee assisted the Manager in finalizing the 2018 capital budget and will integrate Board approval into the 5 year Budgetary Forecast.
- Project and possible project inventories are being refreshed for review with the Board in determination of any desired actions.
- Two changes are being implemented in the Long Range Planning Committee:
 1. Dave Patton has been named a Committee Vice-Chairman. He will manage all Committee special projects or evaluations assigned by the Board. He will also be editor of the Long Range Plan narrative report. Dick Bankes will focus on the Budgetary forecasts, including the transition to the Reserve Adviser's model, and will be responsible for Committee processes and workflows.
 2. In the future, the Committee will recruit volunteer member consultants on a project basis, as needed. The concept of "permanent" member consultants will be discontinued. Instead, the Committee plans to use feedback obtained from "town hall/roundtable" type sessions to better identify member concerns and recommendations.

Lake Advisory (Mike LaPlante):

The Lake Advisory Committee has received some questions and recommendations from residents regarding Lake and Boating Safety and the Fish Population.

- *The Committee is looking at the Lake and Boating Safety issues and will submit recommendations to the Board within the next couple of months to relieve concerns and improve safety.*
- *The Committee is also looking at ways to increase the fish population by installing fish habitats in specific areas of the Lake. The Lake Committee will assist in figuring out the best locations for these habitats. Once done, approval of the Committees' recommendations by the Board will be requested.*

Building (Pete Levermore): No variance requests were submitted to the Committee in November. Twenty permits (including two residences, 11 docks, one garage and one storage building) were approved in November for a total of 122 permits in 2017.

Rules and Regulations (John Buskey): *During the meeting the draft schedule for reviewing and voting on the WPOA CODE of Regulations, which was included in the reports summary, was determined to be 'obsolete'. The following report reflects this by not including specific dates. jac*

Now that all 3 volumes of the Rules & Regulations have been approved, we can turn to completing the CODE of Regulations. The Board approved several changes over the last several months which have been incorporated into the CODE. "Comments" under most changes have been updated to reflect changes. The CODE will be sent to the Board for review *in January*.

In order to be sure that property owners have an opportunity to see the revised code and to comment on it, the CODE, showing all changes, will be posted on the web site in January. There will be a mechanism for property owners to submit on-line questions which will be addressed in public Roundtables. There will be several Roundtables for public discussion of the CODE. One of the major purposes of the Roundtables will be to answer property owner's questions about the document and help them understand what changes have been made, and why.

After the Public Roundtables, the Board will review the CODE at a workshop to determine if any changes need to be made as a result of the Roundtables and on-line comments.

After the Board approves the revised CODE, it will be sent to Property Owners for a vote, with a ballot return required four or five weeks later. With their ballot, each Property Owner will receive a copy of the CODE showing all changes (additions/deletions).

When you review the CODE, please keep in mind that no document is perfect.

This document contains compromises, as did all the volumes of the rules & regulations.

We've done the best we can to develop a document which is fair and just and reasonably comprehensive.

We may discover additional changes, ranging from grammatical to substantive, are necessary, and that's OK!

Election Inspectors/Nominating (Co-Inspector Dave Patton):

- *Patton announced that Jenny Ellis and Ken Crank were newly elected to the WPOA Board of Trustees and that Prescilla Redick was re-elected to the Board. John Sharp, Steve VonWalde and Eric Kirk were also candidates who were a part of a 'close' voting spread from 42% to 50% of the overall vote.*
- *Thanks were once again extended to the volunteers who assisted in the process. Redick thanked the inspectors and the nominating chair for their work. Yannone thanked all of the candidates who ran to serve the community.*

Unfinished Business:

- Motion #276 was made by Taylor and seconded by Buckley to accept the proposed 2018 with several changes in the dues, assessments and fee structure. A roll call vote was taken and the motion passed unanimously with 8 yea votes. Taylor expressed his appreciation to the members of the Finance Committee for their time and efforts. *See Motions and Resolutions below for further details. jac*

- Motion #277 which originated from a discussion during the last workshop meeting states: In the event that a property owner requests information, records, data analysis, meetings or other activities requiring the expenditure of employee time or other WPOA assets that is beyond what is considered normal and reasonable by the WPOA General Manager, the property owner may be subject to fees, upon approval by the WPOA Board President, for the reimbursement of such expenditures. Redick made the motion and then opened the floor to discussion by both the Trustees and the property owners. The discussion, which was nearly a half hour in length, took many different tangents including trying to define “normal and reasonable”, sharing how the present documents that regulate the WPOA may address this to discussing the specific concerns of a property owner who regularly contacts the staff or Manager for more information. At the conclusion of the discussion Holt seconded the motion. A roll call vote was taken. The motion passed with six yea votes, two nay votes and one abstention. *See Motions and Resolutions below for further details. jac*

New Business:

- Building Chair Pete Levermore then shared that the property owner of Lot #2856 was seeking a variance for a shoreline ‘dig out’. After a discussion of the variance *Yannone moved and Taylor second a motion to allow for a 4 ft. x 4 ft. x 16 ft. ‘dig out’ on Lot #2856 to accommodate the placement of a boat under the boat cover. A roll call vote was taken and the variance passed with 7 yea votes and one abstention (Kitchen).*
- *Holt moved and Koch seconded a motion to approve a request by the WaterSports Club that the Christmas Eve and New Year’s Eve parties being held at the Lodge by BYOB. A yea/nay vote was taken and the motion passed unanimously with eight yea votes.*
- Since the Restaurant is closed coffee will be available at the Health and Recreation Center. The cost will be \$1.50 for a cup of Keurig coffee.

Motions and Resolutions:

- **Motion #275** was made by Taylor and seconded by Buckley **to accept the proposed 2018 budget with \$1,095,944.00 in income, \$2,044,783.00 in expenses and an expected surplus of \$51,161.00. The budget includes the following changes in the dues, assessments and fee structure:**
 - Dues will increase \$5.00 from \$375.00 to \$380.00.**
 - Multi Lot Fee will increase \$5.00 from \$90.00 to \$95.00.**
 - Homeowner fee will increase \$5.00 from \$145.00 to \$150.00.**
 - Boat /Golf Cart Registration will increase \$5.00 from \$35.00 to \$40.00.**
 - Mowing Fee will increase \$5.00 from \$70.00 to \$75.00.**

A roll call vote was taken and the motion passed unanimously with 8 yea votes.

- **Motion #277** was made by Redick and seconded by Holt that **in the event that a property owner requests information, records, data analysis, meetings or other activities requiring the expenditure of employee time or other WPOA assets that is beyond what is considered normal and reasonable by the WPOA General manager, the property owner may be subject to fees, upon approval by the WPOA Board President, for the reimbursement of such expenditures.** A roll call vote was taken. The motion passed with six yea votes (Holt, Johnson, Koch, Redick, Robinson by proxy, and Taylor), two nay votes (Buckley and Kitchen) and one abstention (Yannone).

Community Organizations: *The deadline for submission of information for the January newsletter and other media releases is Monday at 4 pm. The Office Staff appreciates the cooperation of all of the clubs to share the events and activities held in Lake Waynoka. Several representatives of the community organizations then reported information that they deemed necessary to be highlighted. jac*

Civic Club (Ginny Tatman): Orders for Lake Waynoka apparel can no longer be processed in time to be Christmas gifts.

WaterSports Club (Charlie Beard): Help is still needed to donate gifts from the Giving Tree at the Lounge.

Chapel (Valerie Bullock): The gifts for seventy needy children will be wrapped in the Lodge on Tuesday, December 12th beginning at 9 am. Bring your Christmas attitudes and scissors!

Shawnee Squaws (Valerie Bullock): The ladies will be sharing in the fun of a cookie exchange this coming Wednesday. After the first of the year the Squaws will be discussing a name change for their organization.

Art Club (Joanne Edwards): The annual Christmas party will be in the Lodge on Monday evening at 6:30 pm.

Board Concerns:

- Yannone noted that information about the code of conduct which the Trustees have been discussing will be shared in the next newsletter. It is “what the Trustees expect themselves to do”.
- Koch encouraged the property owners in attendance to seek out younger property owners to attend the meetings and become involved so that our community’s needs continue to be met in the future.
- Kitchen once again shared information about a prospective manager for Lake Waynoka’s restaurant who will be opening a new restaurant in Mowrystown after the first of the year.

Membership Compliments and Concerns:

*John Buskey (Lot #1784): Buskey complimented the members of the Long Range Planning Committee and the Board as well as the maintenance staff for their work related to the installation of the new recreation area signage which “add a lot to our image” as a community. Redick thanked Eileen Brown for her design of the signage.

*Charles Porter (Lot #2047): Porter believes that the inspections of new homes that are done by the WPOA should be done by someone who is qualified and licensed.

*Pete Snyder (Lot #1797): Snyder shared that he had sent a letter to the Trustees sharing his concerns about the deteriorating lake bed conditions at the east end of the Lake at the mouth of Straight Creek. He requested that this area be ‘looked at in the future’. After a brief discussion both Redick and Mgr. Cahall shared that this issue is and will be addressed.

Adjournment: A motion to adjourn the meeting was made by Taylor and seconded by Koch. The motion passed unanimously and the meeting adjourned at 11:20 am.

Respectfully submitted,

Joanne A. Coker, WPOA Assistant Recording Secretary