

**Woodcliff Lake Inc.**  
**Quarterly Meeting Minutes**  
**March 13, 2011**

President Mary McCarthy called the meeting to order at 1:31pm with nearly 50 residents attending. Security Officer George Wolsleben gave the Security Report emphasizing the Boater Safety Courses and ATV Safety Course scheduled for weekends in May especially for those under 18. Also mentioned were the new Rules to prevent infestation of zebra mussels and obtaining Woodcliff stickers for all watercraft.

President McCarthy introduced Board members present: Warren Higgins, Matt Schwarz, Sally Vilmont, Scott Weekley, and Scott Werth along with Office Administrator Chris Johannesen. Minutes of the December 12, 2010 Quarterly meeting were approved.

The 2011 Budget has been adjusted to reflect changes in some expenses. Professional Fees was reduced to \$5,375 due to a change in auditing procedures and a new auditing firm. Due to the excellent Internal Controls, the auditing firm recommends eliminating the every-other-year audit schedule and replacing it with yearly compilations by the auditing firm and random inspections of the office books by a committee or board designee. This will save the association approximately \$3,000 in this year's budget. \$2,500 was transferred from the Lake Water Clarity expense item to Maintenance Equipment & Tools for the purchase of a much-needed dump trailer. The 2011 Budget shows \$388,308.89 in cash to be available, \$385,337.90 in budgeted expenses, with a balance of \$2,970.99 to be carried over. A motion was made, seconded and approved unanimously to approve the 2011 Budget with the changes.

The 2011 Source & Use of Funds was reviewed. Currently 12 lots still need to pay the 2011 dues and have been sent notices that this must be paid by April 1<sup>st</sup> or the water service will be disconnected. Insurance agents have been switched and they were able to reduce costs and increase the coverage amounts. The entire year's payments for the Security house loan were made in January which saves approximately \$800 in interest; the loan was also refinanced and the interest rate lowered. The Source & Use of Funds report was approved. 2010 Financial Statements prepared by Shaw, Hull & Navarette were reviewed and approved.

Mary McCarthy thanked the board members for their diligence in taking shifts to monitor the river and lake conditions during the recent ice jams. Residents expressed their gratitude in receiving updates from the Board throughout this event.

Don Fiedler provided pictures of Lake Zorinsky's lowered condition due to zebra mussels. Andrea Wagner and two other representatives of the US Army Corp of Engineers presented information on Zebra Mussels and how to prevent the mussels from hitchhiking into Woodcliff waters via boats and trailers. CLEAN, DRAIN, DRY are the key words to remember when transferring boats, trailers, etc. between lakes and rivers. A 20-minute recess in the meeting allowed residents to peruse the information and exhibits of zebra mussels. Another speaker will present Zebra Mussel information at the June quarterly meeting.

**OLD BUSINESS:**

Matt Schwarz presented an update on Lake Water Clarity. The product applied last year increased dissolved oxygen and reduced phosphorous as hoped. A different product will be applied this year which specifically works on blue-green algae. An aerator has been purchased and will be installed in Horseshoe Bend; depending on its results, aerators will be considered for other areas in future budgets.

Habitat for the Fishing Lake will be added in the forms of pruned tree limbs and the seeding of vegetation. This should help improve conditions for fish after all habitat was removed in the dredging of 2007.

Future Ballots will be counted by an accounting firm. All ballots will need to be returned directly to the accounting firm. The first time this will occur is with the June 2011 board elections.

New Rules & Regulations for 2011 were presented. Several changes have been made. The fine schedule was increased. Any sand brought in without board approval will result in a fine

of \$300 and immediate removal. Property maintenance has been defined for uniformity of enforcement. All watercraft MUST bear a Woodcliff sticker or be issued a citation with an accompanying \$300 fine – NO EXCEPTIONS! New rules to prevent zebra mussels from infiltrating have been established. Boats coming from winter storage will be allowed to enter the lakes before Memorial Day. After Memorial Day boat ramps will be locked; a Board designee will be stationed there on Friday afternoons, Saturday mornings, and Sunday afternoons to inspect boats and tag any leaving the lake for inspection upon return. Residents needing to use the boat ramps any other time must call the office or security 24 hours ahead of time to set up an appointment for ramp use. Watercraft returning to the lake without a Woodcliff tag must be cleaned and/or quarantined for five days before splashing; another option is processing by a Marina who will certify it to be zebra mussel-free. Marinas will also be asked to sign a vendor agreement with the association to conform with the new rules.

#### **NEW BUSINESS:**

The SID has hired a new attorney who has recommended a clerk complete the administrative functions and Chris Johannesen has been hired for this position by the SID, which should complement her present duties. The SID will rent the Woodcliff Lakes Inc. office for \$125 per month for use of the office and equipment.

A Long Range Planning Committee has been meeting and looking at infrastructure including the drinking water system which is now over 20 years old. The Board would like to be proactive in addressing long-range planning issues.

Two Board positions are up for election in June. Kori Krause, Audrey Paulman, and Sheila Johnson volunteered for the nominating committee. All nominations must be turned into the office by March 31<sup>st</sup>.

Maintenance has been trimming trees and weeds along Lake Shore Drive to help eliminate the wild cucumber vines which threaten the life of the trees. Two professional tree companies have recommended removing every sixth tree to improve the health of the existing trees and provide an area for drainage off the road. Residents were encouraged to voice their opinion on this subject. Loss of dust and noise control was one concern, but should not be an issue as new boughs grow to fill in. The Board will continue to evaluate the health of the trees on this road.

Residents expressed their approval of the current road maintenance plan which has resulted in the good condition of the roads this winter.

No other business being presented, the meeting was adjourned at 3:15pm.

#### **EXECUTIVE BOARD SESSION:**

The Woodcliff Board met in executive session beginning at 3:25pm. Three checks were signed. A County Supervisor advised that the County Attorney will be sending a letter to the resident of Tract 7 to allow inspection by the County Zoning Supervisor. A description for the Part-time Gate Position was approved unanimously and will be submitted to StaffCo after credit approval is received. Approval was given to order 6 engraved lead presses and 2000 wire ties to be used for tagging watercraft leaving the lake. Four marinas, the gate attendant, and security will have a lead press. Approval was given to order two Medeco locks from Carl Jarl and 17 keys for the boat ramps. Each board member will have a key and each marina with a vendor agreement; a key deposit will be collected from each. A contract will be drawn up for the SID rental of the office to be submitted to the SID. The meeting was adjourned at 3:34pm.