

**WILDWOOD TOWNHOMES ASSOCIATION
ANNUAL MEETING NOTICE AND PROXY
Saturday, November 16, 2024 - 9:00 AM (MST)**

Join Zoom Meeting

<https://us02web.zoom.us/j/5395032831?omn=82962736169>

You are hereby notified that the Annual Meeting of the members of the Wildwood Townhomes Association has been scheduled for Saturday, November 16, 2024 at 9:00 AM (MST). If you are unable to participate, please fill out the proxy form below and return.

I (we) as owners of Unit and member of Wildwood Townhomes Association hereby appoint the said person as my (our) proxy for the annual meeting of the membership of the association. Said meeting is to be held Saturday, November 16, 2024 at 9:00 AM (MST) via zoom. You must designate a specific member of the Association or your legal representative to vote as your proxy, and that individual must be present at the meeting for your designation to be valid. The proxy will expire 30 days after the Annual Meeting of the Owners.

I hereby designate the following person as my proxy:

- | | |
|--|---|
| <input type="checkbox"/> Kitty Hasche, President | <input type="checkbox"/> Erin Welfelt, Vice President |
| <input type="checkbox"/> Matt Swatek, Secretary | <input type="checkbox"/> Tracy Schwartz, Director |
| <input type="checkbox"/> John H. Hasche, Treasurer | <input type="checkbox"/> Other _____ |

Owner/Unit Number _____ Date _____

Signature _____ E-mail Address _____

**PLEASE RETURN YOUR PROXY BY NOON, November 15, 2024 to
ryandarby@toadpropertymanagement.com**

Kitty Hasche, President
Erin Welfelt, Vice President
John H. Hasche, Treasurer
Tracy Schwartz, Director
Matt Swatek, Secretary



TOAD PROPERTY MANAGEMENT
318 Elk Avenue | PO Box 2776
Crested Butte CO 81224
t: 970-349-2773 | w: toadpropertymanagement.com

ZOOM Meeting Information
Wildwood Townhomes Association Annual Meeting
November 16, 2024 - 9:00 AM (MST)

Join Zoom Meeting

<https://us02web.zoom.us/j/5395032831?omn=82962736169>

Meeting ID: 539 503 2831

One tap mobile

+13462487799

5395032831# US (Houston)

+17193594580

5395032831# US

Find your local number: <https://us02web.zoom.us/j/kc0VSmf5MB>



TOAD PROPERTY MANAGEMENT

318 Elk Avenue | PO Box 2776

Crested Butte CO 81224

t: 970-349-2773 | w: toadpropertymanagement.com

AGENDA
Wildwood Townhomes Association Annual Meeting
Saturday November 16, 2024 at 9:00 AM (MST)

- Call to Order
- Proof of Notice
- Roll Call/Establish Quorum
- Approval of Past Minutes – November 18, 2023
- Reports
 - President/Officers
 - Cabinette Improvement Committee
 - Property Management
- Financial Report
- Ratification of the 2025 Budget
- Election of Five Board of Directors for One Year Term for 2025

<u>Board of Directors</u>	<u>Term Expires</u>
Kitty Hasche	2024
Erin Welfelt	2024
John H. Hasche	2024
Tracy Schwartz	2024
Matt Swatek	2024

- Matt Swatek will not be running for re-election
- Paula Greathouse's bio is included in the packet

- Old Business
- New Business
- Schedule 2025 Annual Meeting
- Adjourn

***A Brief Meeting of the Election Officers Will Immediately Commence
After the Annual Meeting Adjourns***



TOAD PROPERTY MANAGEMENT
318 Elk Avenue | PO Box 2776
Crested Butte CO 81224
t: 970-349-2773 | w: toadpropertymanagement.com

WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
ANNUAL MEETING MINUTES
SATURDAY, NOVEMBER 18, 2023
VIA ZOOM
9:00 A.M.

Call to order

The meeting was called to order at 9:09 a.m. and Kat Loughan of Toad Property Management said the meeting did not have a quorum. Notice of the meeting was mailed on November 3, 2023.

Acceptance of Minutes of 2022 Meeting

Kitty Hasche made a motion to approve the minutes of the November 12, 2022 meeting. The motion received a second and it was unanimously approved.

President/Officers Report

Jerry Mack said it had been a good year for Wildwood and it had been possible to remain within Budget. Jerry said he would be leaving the Board and it had been an honor to represent the owners for the past four and a half years. Great board members, a great management team and great contractors had made it successful. Jerry was thanked for his service on the Board.

John Hasche explained John Whitley had been engaged by the Board to work on six crawl spaces as part of the Cabinette Improvement work. John said SGM, engineering, had identified the necessary work and the work would be performed on four west units and two east units. The work would cost a total of \$10,310 and would be paid from the Cabinette Improvement Fund. John explained the work had just started and Toad would inspect the work as completed and prior to making payment.

Kitty Hasche said the scope of work on the crawl spaces had to be adjusted according to each unit as the crawl spaces had differing needs. Kat Loughan thanked John and Kitty Hasche for their work on behalf of the Cabinette owners.

Once work and final cost on the six crawl spaces was known it would be possible to determine if additional funds would be required in the future. It had been very difficult to find a contractor to perform the work at a reasonable price. Whitley Construction had electricians and plumbers within their company and would be able to perform the crawl space project.

Kat Loughan thanked the Board members for the work they performed during the year. Kat said the first priority was the Cabinette crawl spaces but an estimate had been obtained for painting the cabinettes. A contractor for snow removal had been secured and would start as soon as necessary. Kat encouraged owners to reach out to her with questions or concerns.

Kat Loughan said a financial report and 2024 Budget had been circulated to owners with the annual meeting documents. Kitty Hasche said the Board had carefully reviewed expenses during several meetings and it was necessary to have an increase in dues despite making cuts to the expenses in the 2024 Budget. Kat confirmed the Toad Property Management fee had only been increased by 4% in the 2024 Budget.

Betty made a motion to ratify the 2024 Budget as presented. Tracy Schwartz seconded the motion and it was unanimously approved.

Kitty Hasche explained the 2024 Budget included \$10,000 Contract Labor so that a glue and screw could be performed on all the roofs. The project was last performed in 2016 and the cost of the essential work had increased significantly since 2016.

Kitty said some remediation was also scheduled for the pond and John Hasche had been researching options for the pond. Research was also underway regarding irrigation ditches and the headgate.

Kat Loughan explained board members were elected each year. Four board members were willing to continue on the Board for an additional term and Jerry Mack had decided to step down from the Board. Kat explained two owners, John Hasche and Matt Swoveland, had volunteered for the one vacant seat on the Board and both had submitted bios which were distributed with the meeting documents. Kat said the voting would be a secret ballot utilizing the Chat feature in Zoom or email directly to Toad Property Management. After a short break Kat announced John Hasche as the new board member.

Kitty Hasche said Curb Appeal concerns continued to come before the Board. Kitty stressed the need for owners and tenants to abide by the Curb Appeal Policy and the Board/Toad to take action against owners or their tenants in violation. Kitty suggested translating the Curb Appeal Policy into Spanish to help communicating with some tenants. Kitty explained locking the dumpsters or moving the dumpsters were not options but "dumpster poaching" continued to be a problem. Owners needed to be responsible for the actions of their tenants as the Owner was liable for any fines or penalties issued and photographic evidence of any infractions was used when possible.

Kitty Hasche said parking on Tomichi continued to be a problem. Complaints had been sent to the City of Gunnison but the City was not willing to stop vehicles being parked on the easement along Tomichi. The Association had placed cones along the easement to protect the grass and trees maintained by the Association but the land in the easement was a City responsibility. Erin Welfelt suggested snow storage options be utilized in the area.

Kat Loughan said a new snow plow company, Echo Ridge Excavation, had been engaged. Kat encouraged owners to reach out to her with snow plow suggestions or concerns as Toad would be meeting with the contractor to discuss snow plowing and storage. Kat said plowing usually happened after 2 inches of new snow. Kat explained parking notices would be distributed to units as it would be necessary to move vehicles from some areas to allow snow removal to happen efficiently.

Kitty Hasche said tree planting had been discussed by the Board but due to budget concerns tree planting had been moved back for another year.

Kat Loughan confirmed the increased rate of dues would be effective in January 2024 and Kat agreed to circulate a spreadsheet displaying the new rate so owners would be able to prepare for that new rate and update automatic withdrawal information. Kitty Hasche said two owners were having a problem using the online payment program and Kat Loughan encouraged owners with questions to reach out to Toad for advice.

Kat Loughan said there would be a Board meeting immediately after the annual meeting. All owners were welcome to attend any Board meetings.

At 10:18 a.m. John Hasche made a motion to adjourn the meeting. Tracy Schwartz seconded the motion and it was unanimously approved.

Prepared by Rob Harper,
Toad Property Management

DRAFT

CALL FOR NOMINATIONS EXPRESSION OF INTEREST TO RUN FORM

*NAME Paula Greathouse

*WILDWOOD ADDRESS 100 Wildriver Lane

OTHER ADDRESS (if applicable) _____

CONTACT INFORMATION:

EMAIL ADDRESS paulagreathouse@msn.com

PRIMARY CONTACT: # (indicate home or cell) 303-588-4143

*Below a short synopsis of why you would like to be placed on the ballot to be considered for a Board position.

I am a year-round resident of Wildwood, and I have loved living here for the past five and a half years! I care deeply about preserving the beauty and tranquility of our community because that's what makes Wildwood a little Gunnison gem. I would be honored to give my time to serve my community as

* Only asterisked information will be provided to the membership so as to not conflict with the HOA's Bylaws Privacy Policy, Article II, Membership, Section 2.7 and CCIOA's Regulations, C.R.S.A. 38-33-3-17, Association Records.

a member of the board.

Account Name	2024 Budget	2024 Actual	2025 Budget Draft
Income			
Dues	117,512.00	118,248.00	135,000.00
Interest	80	166.37	80.00
Penalties/Interest	500	1664.67	500.00
Total Budgeted Operating Income	118,092.00	120,079.04	135,580.00
Expense			
Management fees	19,664.00	19,664.04	21,630.40
Insurance	21,840.00	39,377.24	40,000.00
Legal - General	500	122	550.00
ADMIN/OFFICE			
Accountant	500	726.6	550.00
General Admin: Filing Fees, Postage, Copies	75	365.33	82.50
Total ADMIN/OFFICE	42,579.00	60,255.21	62,812.90
BUILDING MAINTENANCE			
Building Maintenance: General	6,000.00	6,816.65	6,600.00
Building Maintenance: Contract Labor	10,000.00	1,803.65	9,000.00
Driveway/Parking Lot Maint	3,000.00	2,793.33	3,300.00
Total BUILDING MAINTENANCE	19,000.00	11,413.63	18,900.00
LANDSCAPING / GROUNDS MAINTENANCE			
Landscaping/ Grounds- Contract Labor	24,600.00	22,753.33	27,060.00
Landscaping/Grounds- Toad	3,000.00	10,526.72	3,300.00
Trees - Trim/Cleanup/Removal	8,000.00	10,485.00	8,800.00
Total LANDSCAPING / GROUNDS MAINTENANCE	35,600.00	43,765.05	39,160.00
Pond/ditch Maintenance	1,000.00	1,000.00	1,100.00
SNOW REMOVAL / SNOW PLOWING			
Snow Removal - General	4,500.00	1,766.67	4,950.00
Snow Removal - Roof	1,500.00	0.00	1,650.00
Total SNOW REMOVAL / SNOW PLOWING	6,000.00	1,766.67	6,600.00
UTILITIES			
Utilities - Electric	3,000.00	1,841.51	2,000.00
Utilities - Trash/Recycle	6,000.00	6,682.53	6,000.00
Total UTILITIES	9,000.00	8,524.04	8,000.00
Reserve Fund	9,913.00	0.00	-
Total Budgeted Operating Expense	123,092.00	126,724.60	136,572.90
Total Budgeted Operating Income	118,092.00	120,079.04	135,580.00
Total Budgeted Operating Expense	123,092.00	126,724.60	136,572.90
NOI - Net Operating Income	-5,000.00	-6,645.56	(992.90)
Other Income			
Capital Assessments	5,000.00	4,464.00	5,096.41
Total Budgeted Other Income	5,000.00	4,464.00	5,096.41
Other Expense			
Capital Expenditures	0	23826.67	5,096.41
Total Budgeted Other Expense	0	23826.67	5,096.41
Net Income including Other	0.00	-26,008.23	(992.90)
Flood Insurance Proceeds	34,000.00	42,305.00	50,766.00
Flood Insurance Expense	34,000.00	42,305.00	50,766.00