

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
WEDNESDAY, MAY 8, 2024
9:00 A.M. VIA ZOOM**

Present:

- Kitty Hasche
- Tracy Schwartz
- John Hasche
- Matt Swatek
- Kat Loughan, Toad Property Management
- April Pannell, Vision Accounting
- Nick Sledge, Toad Property Management
- Brandon Cvilikas, Toad Property Management

Agenda:

- Call to Order
- Roll Call
- Establish Quorum
- Approve Previous Meeting Minutes 03/20/24
- Reserve Account Update
- Monthly Toad invoice
 - What the BOD would like to see going forward
- Delinquencies
- Policies to be posted
- Curb Appeal
 - Bikes in Gazebo
- Flood Mapping – John’s Meeting
- Painting
 - Contingent on info from Mike
- Cabinette Committee
 - Update
 - Assessment
- Tomichi Parking – Letter from City
- Update on Lazy K – John
- American Family Insurance – Kat
- Glue & Screw – Nick
- United Paving Bid - Nick
- Old Business
- New Business
- Adjourn

The meeting was called to order at 9:03 a.m. and Kat confirmed a quorum.

Kitty made a motion to approve the March 20, 2024 meeting minutes. Tracy seconded the motion and it was unanimously approved.

April Pannell confirmed funds for the Cabinette Projects had been accounted for separately but held in the Reserve Account with other funds. A separate bank account needed to be set up for those funds (approximately \$12,000). Kitty made a motion to set up an additional bank account for the Cabinette Project funds. Matt seconded the motion and it was unanimously approved.

April confirmed the separate Painting Reserve Bank Account held approximately \$29,000 at the present time although money needed to be reimbursed to the Operating Account. The other Reserve Account held approximately \$1,900 as the Flood Insurance had been paid and would be reimbursed by owners by May 15th. The Operating Account currently held approximately \$55,500. After discussion April agreed to open the new bank account, move funds between the various bank accounts, effective May 1, 2024, and the adjusted/updated financial report would be circulated to the Board in June.

April left the meeting.

Additional funds would be required in the Painting Reserve but it was agreed to continue to monitor and avoid a special assessment for painting if possible.

It was generally agreed the additional information now provided on the monthly Toad invoice was satisfactory.

Kat confirmed small payments had been made on two delinquent units after receipt of an email. Approximately \$6,000 was still outstanding on those two accounts. Kat agreed to send a Certified Mail letter to the owner of the units.

Kat said the full Flood Insurance Policy had not yet been received. Kat agreed to display the shorter document showing the coverage was in place on the website.

It was agreed bikes would continue to be left in the Gazebo as it kept bikes off the pathways and grass. It was generally agreed the property was looking good after the recent walk throughs and notices to owners/tenants. Excess vehicles had been parked outside one of the units and Kat confirmed she would be speaking with the owner and would share the updated information with the Board.

John said he had met with the City and the remapping of the flood zones would not happen until 2026. The City anticipated parts of Wildwood would be within the flood zone so that would mean all of Wildwood would be designated as being within the flood zone. Lenders required proof of flood insurance.

A letter had been sent to the City Council regarding parking on the north side of Tomichi. The City was aware of the problem but it was unclear how they would move forward. The cones had been effective in reducing the parking of vehicles. Kat said a letter had been sent to the City, the City had sent a reply, and a response to the City would be drafted.

Complete Coverage would be available to perform exterior painting in October unless an earlier date became available. Some repairs on various units, an owner expense, needed to be made prior to exterior painting. Complete Coverage would be providing revised bids and a bid for trim on one of the cabinette buildings.

JT had completed some work on three units in the Cabinettes. An invoice for the work, approximately \$2,500, had not yet been paid. Nick said some Cabinette units did not require as much work. Nick agreed to follow up with JT and ask for a rough estimate of cost for the remaining units.

Kat said American Family Insurance could not provide coverage.

Nick confirmed he would attempt to get three bids for Glue & Screw on the roofs. Nick said he would meet with Lallier Construction on-site and view the roofs from the ground to determine the extent of the project and the potential cost.

Nick explained a bid had been obtained from United Paving for 42,000 sq. ft. Concern about the current condition of the asphalt had been expressed by United and extensive work would be required instead of a temporary fix. Nick said he would meet with United Paving to discuss the priority of the work as a special assessment would be necessary for the pavement work. Nick will get an estimate from United re: the sinkhole behind the east cabinettes.

John confirmed the fence had been built at #22. Kat agreed to monitor progress on the outstanding projects that had received permission, using the Modification Form, to do some exterior work.

John said a fence post on the boundary fence, near the west cabinettes, required replacement so the gate would close. Nick agreed to follow up.

Dumpster checks would continue.

The next meeting was scheduled for Wednesday, June 12, 2024 at 9:00 a.m.

At 10:34 a.m. Kitty made a motion to adjourn the meeting. John seconded the motion and it was unanimously approved.

Minutes respectfully submitted by:

Rob Harper

Toad Property Management