

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, MAY 25, 2023
9:00 A.M. VIA ZOOM**

Present:

- Kitty Hasche
- Tracy Schwartz
- Erin Welfelt
- Jerry Mack
- John Hasche
- Matt Swatek
- Kat Loughan, Toad Property Management

Agenda:

- Call to Order
- Board Members Present – Confirm Quorum
- Approve minutes of 3/16/23 and 4/14/23
- Open Forum for Homeowners
- Q1 Financials
- Flood Insurance Update
- Status with Spectrum
- Tomichi Trees
- Open Board Seat
- Cabinettes Curb Appeal Issue
- Old Business
- New Business – New Signage

The meeting was called to order at 9:02 a.m. and Kat confirmed a quorum.

Kat explained Janet was selling her unit and had left the Board.

Kitty made a motion to approve the March 16, 2023 and April 14, 2023 meeting minutes. Tracy seconded the motion and it was unanimously approved.

Matt Swatek, owner of 105 Wildwood, asked why a decision had been made to not paint the back of his unit. The painter had said the cost of painting the back of the building was approximately \$650. Kat explained it had been decided to paint the portions of buildings which needed the work and in an effort to include more units any aspects of a building which appeared to be in good condition had not been scheduled at this time. Kitty explained painting had been delayed and Kitty said a decision had been made to not paint the back of 105 Wildwood at this time. Matt volunteered to pay for the painting of the back of 105 Wildwood. Kitty made a motion to include the painting of the back of 105 Wildwood in the current work with Matt paying the \$650 for that portion of the project. Jerry seconded the motion and it was unanimously approved. Erin and Kat agreed to text Mike of Complete Coverage and tell him to include the back of 105 Wildwood.

Matt said the street maintenance in front of 105 Wildwood required attention and asked that 105 Wildwood be considered for work when the next concrete project was scheduled. Kitty said the Board would consider his request when repairs to street maintenance was next discussed.

Matt expressed concern about dog poop and dogs off leash. As a corner unit Matt said it seemed to be a bigger problem for them. Matt requested a dog poop station with signage be placed by that corner. Kitty said the dog poop bags would be discussed later in the meeting as it appeared neighboring properties were also using the bags. Dogs off leash was unacceptable especially when the dog owner had little or no control over the animal.

Matt asked for clarification of roof maintenance. Kat explained roof maintenance was an Association expense if the majority of roofs required attention. Individual owners were responsible for Limited Common Elements and the roof would be considered a LCE if the roof at 105 Wildwood and the other side of the duplex were the only ones requiring attention. Kitty explained two attorneys had given that legal opinion in 2020 regarding the responsibility for a roof as the governing documents had been causing confusion over the years.

Matt said he would be willing to volunteer for the vacant seat on the Board. Erin explained one other owner had volunteered and the Board would discuss the vacant Board seat later in the meeting.

Prior to the meeting Kat had circulated a financial report. Kat explained the new accounting firm still needed to reconcile the first quarter financials and provide some clarification of some of the figures. Kat said the Association had a total of \$126,596 spread between three bank accounts – Checking, General Reserve and the Reserve Capital (the Cabinette Fund). Concern was expressed about the General Reserve containing general funds as well as the painting reserve and a separate bank account was suggested for the Painting Reserve. After discussion Kat agreed to speak to the Accounting team for a way of dividing the funds of the General Reserve line item without opening another bank account. It was agreed April from the Accounting team would participate in the next meeting so she could answer questions directly.

Kat explained flood insurance had been renewed by Lloyds of London at a rate 21% higher than the prior year putting the insurance \$4,918 over budget. Kat confirmed all the funds had been collected from owners to reimburse the flood insurance payment.

Kat said snow removal was \$1,160 over budget due to the large snow year. Kat confirmed the hourly rate charged for snow removal was in line with the contract but due to the significant snowfall during the Winter additional hours had been necessary.

Kat explained trash and recycling expenses had been paid to the City of Gunnison and payments were up to date. Kat said she would be working with the accounting team to have the expenses accurately reflected in the financials.

Kitty said the mapping of the flood area would not be completed until 2026. The current draft mapping did show a portion of Wildwood within the flood area and it would be necessary to continue with flood insurance for all of Wildwood. Kat thanked John for his help in tracking changes to the mapping. John said he had participated in a county meeting and in the future there would be a chance to challenge the FEMA mapping. John stressed the importance of Wildwood being involved in that challenge as just a small portion of Wildwood was currently shown on the map and neighboring properties with similar

elevation were not in the flood area. John asked the Board to be diligent in watching for an announcement from the City of Gunnison or the County so that Wildwood representatives could participate. John agreed to share contact information with Kat so that she could monitor information as well.

Kat said two units were delinquent. Kat said she would continue to reach out to the owners by email and that usually prompted payment. Kat explained in the future the accounting team would be sending monthly alerts to her for owners delinquent on dues. Kat said the 2022 House Bill did limit how the Association could pursue collection but working within the rules everything was being done to collect in a timely fashion.

Kat said she had spoken with Spectrum and had received a ticket number but no Spectrum employee had been able to answer the questions about the original bulk rate for television cable. Kitty explained cancellation of the bulk rate for television cable had been requested but Spectrum had not completed the process despite numerous requests. John said he had spent 4 hours on the phone and spoken with 7 different people and could not get resolution of the matter. Kat said she would continue to monitor. Kat confirmed the Association was not paying Spectrum for the service and legal counsel had confirmed Spectrum was not pursuing legal action against the Association.

Kitty explained in the past Janet had been working with Tomichi Trees to identify any trees requiring attention. Kat confirmed \$5,000 was in the Budget for tree maintenance. Kat said Tomichi Trees would be contacted by Toad to make sure the Association was on his schedule.

Kat explained Janet's vacated term finished in November and the Board could appoint somebody now or wait until the November annual meeting. Erin said Joyce had reached out to her in the past to say that she would be interested in joining the Board when a vacancy arose and Matt was on the call and interested to join the Board. After discussion Kitty made a motion to elect Matt to the Board to complete the vacated term and then an election for all Board members would be held at the November annual meeting. Jerry seconded the motion and it was unanimously approved. Kat said she would update the website and Matt was welcomed to the Board. Erin stressed the need to encourage interested owners to volunteer for the Board election at the annual meeting.

Kat said she had reached out to owners regarding bike storage. A tenant in the Cabinettes had responded expressing concern about leaving expensive bikes out in the rain all Summer and asked if it would be possible to leave some bike racks in the Gazebo during the Summer or provide other under cover options for the storage of bikes. Kat suggested utilizing the storage area for bikes and Erin said she would support that as long as the liability issue was adequately addressed. The shop storage was discussed and it isn't feasible. The door to the gazebo got damaged and Kitty stated that she and John would repair it at some point. It was agreed the black picnic table would be set up at the south end. After discussion it was agreed under cover bike storage (gazebo) would be provided. Kat agreed to notify owners and stress that a bike audit would be conducted and any unclaimed bikes would be disposed of. No other items could be stored in the gazebo.

Kat said the motorbike had been removed and that person would be moving out. Kat agreed to reach out to the owner of Unit 7 as the departing tenants had been leaving items outside of the dumpster. As it was the end of the month and also the end of a semester more items might be placed outside of the dumpster. Erin asked that spare paint be placed in the storage area as it was currently outside her garage and a solution for the Winter would be discussed.

Concern was expressed about a vehicle leaking oil onto the new asphalt. Some units had items stored outside of their units and consistent enforcement of the curb appeal was essential. Kat said one unit had just sent in a Modification Request Form by mail and Kat would scan and email to the Board for consideration of a storage unit. Concern was expressed about items being stored in some of the car ports or other Limited Common Elements. Kat said several reminders of the Curb Appeal Policy had been sent out to owners over the past few months. Kat agreed to draft a letter regarding Curb Appeal Policy and the letter would be hand delivered and attached to the outside of doors. The draft would be shared with the Board before distributing to owners.

Erin said Mike of Complete Coverage would finish by the weekend.

Tracy said she had asked a Parlin sign company to give an estimate for a simple 48" x 48" entry sign. Tracy explained the sign would cost \$713, the wood surround and supports would be \$787 or if that was produced in metal it would be \$920. Kat said Toad would reach out and obtain an estimate for the work. Tracy explained the estimate for the supports of the sign were 80 inch high and 62 inch wide. The size and condition of the supports for the existing sign would be reviewed. Disposal of the existing sign was not included in the estimate. John will measure our current sign and provide to all.

Kat explained Toad had been working on the pumps for the pond and once the water was operational the landscaping would start. Once the pumps were working the Toad maintenance crew would complete other items on the list such as disposing of picnic table by 111 Wildriver and taking out the hitching posts at the same location which will then be replaced by one hitching post.

John said he had not received any response from an electrician for the dog houses. Kat said she would be meeting with Nick from Toad to discuss some work at the Cabinettes. Nick would participate in a future meeting to discuss outstanding projects.

The next meeting was scheduled for Tuesday, June 27, 2023 at 9 a.m.

At 11:08 a.m. Kitty made a motion to adjourn the meeting. Tracy seconded the motion and it was unanimously approved.

Minutes respectfully submitted by:

Rob Harper

Toad Property Management