

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
THURSDAY, JUNE 10, 2021
10:00 A.M. VIA ZOOM**

Agenda:

- Call to Order
- Proof of Notice.
- Board Members Present – Confirm Quorum.
- Approve Previous Meeting Minutes, 5-13-21

Business:

- Curb Appeal Issues
- Assessment Status Discussion
- Groundskeeping
- Other Business

Present:

Jerry Mack
Ray Kingston
Erin Welfelt
Janet Amelio
Joyce Kohler
John Hasche
Chet Boyce, Toad Property Management

The meeting was called to order at 10:04 am and Chet said there was a quorum with all Board members participating.

Janet made a motion to approve the minutes of the May 13, 2021 meeting. Jerry seconded the motion and it was unanimously approved.

Chet confirmed Toad would cleanup the area behind the cabinettes. Concern was expressed about the number of weeds and after discussion Jerry made a motion to use Milestone, a mild salt based weed killer. Ray seconded the motion and it was unanimously approved. Chet agreed to reach out to Amanda of Terra Aqua, formerly Mountain Thyme, and instruct her to use Milestone on weeds on the property. Toad would clean up the area behind the cabinettes and Chet would reach out to the snowplow contractor to discuss possible locations for landscaping boulders to discourage parking but not prevent snowplowing. Jerry made a motion for Toad to clean up behind the cabinettes. Ray seconded the motion and it was unanimously approved. Chet said Toad would move the bicycle racks when the work had been completed.

Ray said he would speak to his tenant with the RV and have the RV moved as soon as possible.

Chet said he would follow up with Unit 14 and request the removal of items stored on the porch.

Chet said complaints had been received about barking dogs. Chet agreed to reach out to the owners of Unit 7 and Ray said he would speak to the tenant at Unit 18.

John expressed concern about items in violation of the curb appeal policy. Chet agreed to email owners reminding them of the policy and the need to share the information with tenants. Chet agreed to follow up on the motorcycle stored in the gazebo and have the motorcycle removed. Curb appeal notices would also be placed on all unit doors to make sure tenants were aware of the regulations.

Chet explained some cabinette owners were not paying the \$200 cabinette assessment which started in May 2021 and late fees were being added. Dues were being paid and the asphalt assessment, which started in January 2021, also paid. It was generally agreed the cabinette assessment was essential to steadily build up funds for maintenance work and the assessment would be reviewed by the Board at the end of the year. Erin said one owner had questioned the cabinette assessment and Chet agreed to reach out to that owner and explain the Board approval process for the assessment. The collection of the cabinette assessments would be discussed again at the next meeting and it was suggested the financials at the end of June be shared with all owners. Chet said he had not yet received an estimate from ASR for the cabinette work, identified in the SGM report, and Chet would continue to follow up.

Jerry said the Cabinette Committee suggested starting work on the “dog houses” at the back of the cabinettes as soon as funds allowed. Chet said until Lloyds of London provided the breakdown of flood insurance costs per unit individual owners were not being billed. Once owners started to reimburse the association for the flood insurance more funds would be available. Chet explained the “dog houses” were the crawl space access for the cabinettes and Chet said Toad would be able to perform the roof repair work to the dog houses as a temporary measure. John said a contractor would perform work on the Unit 3 dog house at his cost and make a proposal for improvements so there would be an idea of the cost involved.

Chet explained a painting contractor, Mike Keith of Complete Coverage, had submitted bids for 9 units and there was presently \$23,000 in the painting reserve account. An attempt had been made to prioritize the projects and four units could be completed for the cost of \$21,500 and five units would cost \$23,500. Chet said Complete Coverage would be able to do the work in mid-September and it was agreed 4 units would be completed unless winter weather stopped the work. Jerry made a motion to hire Complete Coverage to paint four units commencing in mid-September. Erin seconded the motion and it was unanimously approved.

Chet agreed to follow up with Amanda at Terra Aqua and request a landscaping schedule as concern had been expressed about lack of watering and mowing.

Prior to the meeting Janet emailed an estimate for tree work and said she would be meeting with Tomichi Trees to obtain another estimate as it might be possible to have more work performed within the \$3,000 budget. Janet agreed to circulate the new estimate to the Board by email and a decision made on the contractor so work could commence as soon as possible. Janet explained Aspen tree suckers should be removed, according to the first tree inspection, to avoid damage to the existing tree.

Chet said land clearing work had started on the neighboring land and two condominium buildings would be constructed.

Chet explained the Association was required to carry flood insurance on all buildings and owners could no longer opt out. Owners individual insurance was required to cover flood damage to personal belongings as the Association coverage was for the structure. Once the breakdown of flood insurance

premiums, per unit, was received all owners would receive a special assessment to reimburse the Association.

At 11:10 am Jerry made a motion to adjourn the meeting. Ray seconded the motion and it was unanimously approved.

Minutes respectfully submitted by:

Rob Harper

Toad Property Management

DRAFT