

WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
TUESDAY, JUNE 18, 2024
9:00 A.M. VIA ZOOM

Present:

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

Agenda:

- Call to Order
- Roll Call
- Establish Quorum
- Approve Previous Meeting Minutes 05/08/24
- Paint/Primer for 109 Wildriver
- Crawl Space Project
- Financials
- Cabinette assessment – Status/Reserve account
- Delinquent Accounts
- Painting – approval of bids
- Approval of 104 Wildriver new colors
- 2nd bid for glue and screw
- Sinkhole repair
- Cover for piping
- Pond Remediation?
- Letter to Police Chief/Mayor on Tomichi parking
- Current documents on website – when?
- Archiving of documents on website?
- Parking Discussion – breakdown of bid by area
- Status of flood insurance repayments
- New Management Company
- New Bank Account
- 1 Dead aspen tree
- Old Business
- New Business
- Adjourn

The meeting was called to order at 9:01 a.m. and Kat confirmed a quorum.

Kitty made a motion to approve the May 8, 2024 meeting minutes. Erin seconded the motion and it was unanimously approved.

Kitty confirmed the Board had approved, via email, the paint/primer choice for 109 Wildriver, the crawl space project and the lights at 109 Wildriver.

Kat explained around the 15th of each month Board members would be able to access financials via the Shared Documents in the AppFolio software.

John and Kitty said they had been in communication with Complete Coverage regarding paint/stain bids for Units 20, 21 and 102, 104, 105, 107 and 108 Wildrose. Work could commence the first two weeks of October but owners must have all repairs made by that time. John made a motion to accept the Complete Coverage bid of approximately \$17,700 for the units. Erin seconded the motion and it was unanimously approved.

John and Kitty explained 104 Wildriver was the only unit scheduled for a complete repaint and the owners had requested Charcoal Gray and Tavern Gray from the Benjamin Moore color palette. The request to paint the vinyl windows black had been denied as the paint would not adhere to the vinyl. The owner of 104 Wildriver would be submitting a Modification Form for the color change and John and Kitty said in their opinion the new color would blend with existing homes.

Kat agreed to draft a letter to all owners reminding them of the need to complete a Modification Form for any unit changes.

Matt asked for a Cash Flow statement to be included in the monthly financials. John expressed concern about the monthly electricity costs. Kat confirmed the accounting team would be reviewing those charges.

Concern was expressed that a prior owner was listed as a delinquent account and Kat said she would follow up with the accounting team. Kat confirmed payments had been received on two delinquent accounts after receipt of the Certified Mail letter. The owner planned to have the account completely up-to-date by the end of Summer and set up automatic payments to avoid the accounts becoming delinquent again.

Kat confirmed owners had made the flood insurance reimbursements. It was agreed \$40,000 would be transferred back to the Reserve Account now that the reimbursement payments had been received.

A new bank account had been set up and it would make it much easier to track the Cabinette expenses.

Kat said Nick continued to gather bids for roof screw and glue and the sinkhole repair and an update would be available soon. It might be necessary to phase the roof screw and glue over a couple of years as the cost had increased significantly since 2016.

Kat confirmed the pump from the pond was now working and Ethan would provide a cost estimate for enclosing an area of exposed pipe. Ethan would deal with the pond remediation. Kat agreed to follow up on Mosquito control.

Parking on Tomichi continued to be a problem east of the cones. Kat agreed to draft a letter to the Police Chief and Mayor for the Board to review.

Kat agreed to follow up and have insurance documentation updated on the website. Kitty requested documents on the website be archived. Brandon said he would follow up.

Kat said Nick would be providing information about a breakdown of paving costs by area.

Kat explained Rob Harper had sold Toad Property Management. Rob would remain with Toad until at least the end of 2025 and no changes were anticipated in the day to day operation. Concern was expressed about the Association paying for Property Management Fees and Foreman charges for Nick to meet with contractors onsite or participate in Board meetings. Kat agreed to review recent billing and John explained the activity detail report did state the time spent but also stated the charge was not billable and therefore part of the Management Fee.

John explained there was one dead Aspen tree which had been tagged. John made a motion to approve the cutting of the tree and removal up to a cost of \$500. Erin seconded the motion and it was unanimously approved.

Erin thanked Kat and Brandon for their weekly Friday inspections and updates.

The next meeting was scheduled for July 31, 2024 at 9:00 a.m. (MT).

At 9:48 a.m. Erin 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