

**WILDWOOD TOWNHOMES HOMEOWNERS ASSOCIATION  
ANNUAL MEETING MINUTES  
SATURDAY, NOVEMBER 13, 2021  
VIA ZOOM  
9:00 A.M.**

**Present:**

John and Kitty Hasche, Unit 3 & 104 Granite Dr  
Hanna Hurst, Unit 5  
Brenda Knutson, Unit 14  
Joyce Kohler, Unit 17 (House)  
Ray Kingston, Unit 18  
Tracy Schwartz, Unit 19  
Janet Amelio, Unit 21  
Herbert Covert & Sherri Steele, Unit 23  
Alexis Armstrong, Unit 24  
Erin Welfelt, 103 Wildrose Lane  
Peggy Langewisch, 105 Wildrose Lane  
Steve Thompson, 108 Wildrose Lane  
Jerry Mack, 115 Wildrose Lane  
Michael Miller, 102 Granite Dr  
Chet Boyce, 111 Wildriver Lane & Toad Property Management

**Proxy to Jerome Mack:**

Gary Hines, 107 Wildriver Lane

**Proxy to Erin Welfelt:**

Paula Greathouse, 100 Wildriver Lane  
Betty Naftz, 102 Wildriver Lane

**Proxy to Chet Boyce:**

Tim Carmody, Units 1, 6, 11, 15

**Call to order**

The meeting was called to order at 9:07 a.m. Chet Boyce conducted the roll call and confirmed the meeting had a quorum.

Chet said that notice of the meeting had been mailed on October 5, 2021.

**Acceptance of Minutes of 2020 Meeting**

Bert Covert made a motion to approve the minutes of the November 14, 2020 meeting. John Hasche seconded, and the motion was unanimously approved.

**Flood Insurance Presentation by Alisa Corey, Mountain West Insurance -- Potential Changes by FEMA**

Chet said that Alisa was traveling due to a death in the family and would not be able to join the meeting. Jerry had previously met with Alisa to discuss the topic and was able to give an update. Jerry said that the cost of Flood Insurance had increased 16% the previous year. Jerry said that FEMA was working to

update its nationwide flood program, and it was not yet clear how this would affect Wildwood. Chet said that some nearby buildings had successfully changed their flood plain designation, and Wildwood might also be able to do this by paying to have all the homes surveyed and submitting a Letter of Map Change (LOMC) Request to FEMA. Jerry reminded the Association that the Assessment for flood insurance typically occurred on April 1st, but that the Association had assessed later than usual last year and might have to do so again in 2022. Chet said that he would keep the Association updated as the situation continued to develop.

### **2021 Financial Report, Paving Assessment and Cabinette Assessment**

Jerry said that Wildwood had collected Assessments to fund needed work in 2021, but that labor shortages in the valley had created roadblocks to completing the projects. Jerry said that the Association had collected \$51,000 for the Paving Assessment, and the Board had put down a deposit with SealCo to do the repaving work in August of 2022. The full cost of the project would be approximately \$80,000, so the Board planned to continue the \$100 monthly Paving Assessment through August of 2022.

For the Cabinette Assessment, Jerry said that the Board had been unable to find a contractor to complete the work. Jerry said the Board was considering a decreased monthly Cabinette Assessment of \$50 until the Paving Assessment was completed. Once the Paving Assessment was completed, the Board would recommend increasing the Cabinette Assessment to \$100 or \$150 per month.

Janet said that, after reaching out to several tree removal companies, the Board had hired Tomichi Trees to remove two large trees and some branches from the large Willow tree. Janet said that some large trees on Association property had rotting cores, which was a hazard. The most dangerous trees had been removed in 2021, and the Board would continue to remove a small number of trees each year as appropriate

Janet said that it had been difficult to get bids for broader landscaping projects in Wildwood due to the Valley-wide labor shortage, so she had not been able to determine how the cost of Wildwood's current landscaping contractor compared to other local landscapers. Chet underscored the difficulty of finding contractors in the Valley.

Erin confirmed that the Association had put down a deposit with SealCo to ensure they would complete the paving project in the Summer of 2022.

Erin said that curb appeal in Wildwood was generally very good. Erin suggested that Cabinette owners remind renters not to hang bikes on the front porch or store bikes in the walkway. Erin reminded Cabin owners that miscellaneous items such as tires and building materials were not to be stored under carports and said that carport storage should be limited to furniture and planters. Erin said that owners should report curb appeal violations to Chet or a Board Member.

Erin reminded owners not to overfill the dumpsters or leave trash around the dumpster area. It was suggested that homeowners utilize both East and West dumpsters to prevent overfilling either dumpster. Chet said that the Association had incurred charges from Waste Management and from Toad for disposing of large items such as furniture or mattresses, and homeowners were reminded not to leave large items near the dumpsters.

### **Cabinette Committee Report**

John said that the Cabinette Assessment had collected sufficient money to pay the Association back for the SGM Report on the Cabinettes, which could be found on the website. John said that none of the issues identified in the SGM Report were imminently dangerous, but there were issues identified that needed to be addressed in the next couple years. As a first step, the Association had converted the outlets on the Cabinettes to GCFI outlets in 2021.

John said that two owners had volunteered to pay for the doghouse replacement project if a suitable replacement product and contractor could be found. John said that it was difficult to find a contractor willing to take on the project. John said the doghouse replacement should be a weather-tight insert that could go into the ground, with a hinged lid. John explained that the doghouses were the entrance into the crawl space of the individual Cabinette units, and the SGM Report showed that the current doghouses were not well sealed, which increased the danger of pipes freezing in the crawl space and would also make the Cabinette floors cold in winter.

Chet said that a piece of tubing had frozen the previous winter, causing leaks and temporarily eliminating one of the water sources for the East Cabinettes. Chet said that Toad had installed heat tape on pipes that had been prone to freezing, and Toad maintenance staff would check the insulation on the doghouses this week.

#### **Management Company Report**

Chet said that there had been 8 sales in the last 12 months.

Chet said that he had received several questions about the letter from Law of the Rockies. Chet said that Wildwood's Covenants currently allowed short-term and long-term rentals, as well as motel operations. Chet said that the part of the covenants allowing motel operations was interfering with the ability of financial institutions to lend for mortgages on homes in Wildwood. Chet said that the proposed change to the Covenants would not affect short term rentals in the Association. Chet said that Law of the Rockies had already reached out to lenders and had posted necessary public notices, so the HOA vote was the last step needed to change the Covenants.

Chet said that the Cabinette Assessment had accrued \$25,200 in 2021. Expenditures in 2021 included approximately \$12,700 for the SGM Report and \$2,300 for the GFCI outlet upgrade. There was \$10,165.50 remaining for the Cabinette Assessment.

#### **Proposed Budget 2022**

Jerry said that the Association was largely on budget in 2021, and there would be no increase in dues for 2022.

Chet said that the Board had approved the 2022 Budget, and now homeowners had the opportunity to veto it (requiring a 67% vote of the Association) or ratify it.

Chet said that Complete Coverage had completed one of the several painting projects scheduled for 2021, but had had a shortened painting season due to delays on another project and the early onset of bad weather. Chet said that funds for painting were drawn from the Capital Reserve account. The remainder of the units that had been scheduled for 2021 would be painted in 2022. Chet would also do a walkthrough and determine whether any additional units should be added to the 2022 list for painting.

Jerry said he wanted to highlight that about 10% of the Operating Budget would go into the Reserve Accounts in 2022. Chet explained that this was because mortgage lenders prefer to see at least 10% of the Operating Budget going into a Reserve Account in order to be willing to lend.

Kitty made a motion to ratify the 2022 budget. Jerry seconded the motion, and it was unanimously approved.

### **Election of Directors**

Chet said that Ray Kingston had decided to step down from the Board. Chet thanked Ray for his contributions over the past year.

Chet said that there were two new volunteers for the Board: Alexis Armstrong and Kitty Hasche. There were also three returning Board members: Jerry Mack, Erin Welfelt, and Janet Amelio.

John made a motion to appoint all five volunteers to the Board. Bert seconded the motion, and it was unanimously approved.

### **Old Business: Asphalt and Trees**

Chet said there had already been some discussion about both asphalt and trees. Chet confirmed that the order of which trees were taken down each year was being determined by tree removal experts who were also consulting the original Tree Study.

Mike Miller said he had been pleased with the work of Tomichi Trees.

### **New Business: Solar Panel Discussion**

Chet said there had been some discussion regarding whether solar panels should be allowed in the Association. Chet said that the common elements in the HOA, including roofs, belonged to the HOA. Chet said that a lawyer and an insurance expert had been consulted, and there were some tricky gray areas regarding putting a privately-owned solar panel on top of an HOA-owned roof. Chet explained that all of the homes in Wildwood, including the standalone homes, were considered condos, and the exteriors of those homes were considered limited common elements, including the roofs.

Several members expressed concerns, including the question of whether roofs in Wildwood were sufficiently stable to support solar panels, the liability issues that might be associated with owners installing solar panels on HOA roofs, the potential for roof leaks caused by panel installation, the potential for trees being removed to facilitate the use of solar panels, and the question of whether the electrical company would support the use of solar panels.

It was generally agreed that, if solar panels were to be allowed, there would need to be a process to draft and approve a formal policy that clarified liability, insurance costs related to solar panels, and other issues. It was agreed that a Committee should be formed to more closely examine the issue.

### **New Business**

Chet said that the response regarding the homeowner questionnaire on utilizing the space behind the East Cabinettes for extra storage had been split: 42% yes, 42% no, and 6% indifferent. Given the split decision, the Board had decided to maintain the current policy and keep the space in question for parking overflow with no additional storage.

Chet reminded owners that if they had a management company for their short term or long term rental, they should provide that management company's contact information to Toad. Owners should also provide relevant policies, like the Curb Appeal Policy, to tenants.

Chet said that the developer of Wildwood had recently transferred ownership of the Shop and the Fish Cleaning Station to the HOA at no cost to the Association. Chet thanked John and Kitty for their efforts to clean out those spaces and said that the Board was open to suggestions about what to do with the space. There was some discussion of using the space for storage, either for the whole Association or for the Cabinettes. Board members expressed that allowing communal storage would create a liability issue and installing individual storage lockers would not be cost-effective or space-efficient. There was general agreement that, for the time being, it would be more practical to use these spaces as a staging area and/or as space for equipment storage for contractors and landscapers, potentially in exchange for some cost-savings on various projects.

Chet said that the Board would vote on the 2022 Assessments in the Board Meeting immediately following the Annual Meeting.

Several Board members thanked Chet for his work as Property Manager of the Association.

**November 2022 Annual Meeting Date**

The next Annual Meeting was scheduled for November 12, 2022 at 9:00 a.m., via Zoom. A short Board meeting would be held immediately after the meeting.

Erin made a motion to adjourn the meeting at 10:18 a.m. Bert seconded the motion, and it was unanimously approved.

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Prepared by Rob Harper,  
Toad Property Management