

Wildwood Homes, Inc. Follow-Up/Action Item Report

To: Wildwood Homes Board of Directors
 From: Julie Schaefer, Community Manager
 Date: 8/22/19
 Subject: Recap of the 8/21/19 Board of Directors Meeting
 Board Present: Tim Lord, Anita Simmons
 Board Absent: Kent Schwob
 Attendees: Julie Schaefer, CASI CAM; Jeremy Madriz, Wildwood Courtesy Officers
 Homeowners: None
 Called to Order: 7:45 p.m.
 Adjourned: 8:47 p.m.

| ACTION ITEM/ASSOCIATED NOTES | RESPONSIBLE PARTY AND NOTES/COMMENTS | STATUS |
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| 1. Action Item Report/Recap was approved unanimously in lieu of Minutes for the previous meeting. Agent will file in community records. | Julie Schaefer | Done |
| 2. Jeremy provided the monthly security report. Parking issues have improved dramatically – officers are responding to issues as reported. -Officers requested more towing signs be posted – several were present but removed or stolen. Agent will reach out to Last Chance Towing to request more. | Julie Schaefer – Call Last Chance Towing to request more signs *Message in to Josh at Last Chance – awaiting reply | Pending |
| 3. Board participated in the Flock Safety Live Demo, elected to table until BOD President can review material/weigh in on decision. Members present were in favor of moving forward with one camera installation on 14' pole in the vicinity of the clubhouse. Agent will follow up with Kent. | Julie Schaefer/Kent Schwob -Upgrade to 14' pole from standard 8' is a \$250 one-time upcharge. -No limit to the number of users. -"Safe List" – Owners and Residents can "opt-out" -Jeremy agreed could be valuable tool, also shared that IMPD can issue citations with recorded documentation such as this, for illegal dumping, etc. | Pending |
| 4. Open item from previous month regarding tree root growing through patio crack, pending inspection in better weather. | Julie Schaefer (Keeping open) | Pending |

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| <p>5. Board discussed the ACR submitted by owner [REDACTED]. Agreed unanimously to table any decision until a later date when all Board Members can discuss further. Agent will keep item open.</p> | <p>All BOD Members</p> | <p>Done</p> |
| <p>6. The Board reviewed and discussed the June financial statement.</p> <ul style="list-style-type: none"> - The Board discussed possible upcoming expense. - Delinquency is up slightly from previous month but still at low rate for community. - Collection account contact information was discussed, has been shared with CASI Collections and Attorney. | <p>N/A</p> | <p>N/A</p> |
| <p>7. The Board reviewed pond care proposals. Oak Aqua was selected for the remainder of 2019, and for 2020 full year. Agent will send signed proposals.</p> | <p>Julie Schaefer Approval sent</p> | <p>Done</p> |
| <p>8. The Board reviewed asphalt repair and sealcoating proposals. The Board agreed unanimously to approve the estimate for repairs and crack sealing with Harding Group, but declined the sealcoating portion of the estimate due to ongoing maintenance expense of sealcoating. Agent will inquire regarding concrete repair portion of the estimate and provide approval to Harding, advise Ochs another vendor was selected.</p> | <p>Julie Schaefer *Spoke with Harding Rep, the concrete repair in the back of Wildwood Ct is bid for removing a portion of the concrete that is cracked and installing asphalt – so no change in estimate. Harding will advise on schedule of work.</p> | <p>*Done</p> |
| <p>9. The Board reviewed estimates for siding replacement at the three (3) buildings that still have aluminum siding. After discussed, the Board elected unanimously to select Rocklane Co to replace the siding on the 6810-12-14-16 Georgetown Rd building. Rocklane was selected due to the majority of siding work in the past having been completed by Rocklane.</p> | <p>Julie Schaefer</p> | <p>Done</p> |
| <p>10. Board reviewed and discussed proposals for pest control at the clubhouse and around each building. The Board approved unanimously to have 5-Star Pest Control treat the clubhouse exterior for preventative on a quarterly basis at \$75 per treatment. The Board declined the</p> | <p>Julie Schaefer *Approval sent, requested to begin preventative at clubhouse at their leisure but to advise on schedule</p> | <p>Done</p> |

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| estimate for preventative around each building (\$2K per), but did approve 5-Star to be used on any as-needed basis for various unit specific issues | | |
| 11. Board reviewed proposals for shed replacement, AOC agreed to hold price at \$6500.00 for double sheds. Board approved one for time being and will consider others if and when funds allow. ██████████ Chrysler unit. Agent to provide approval | Julie Schaefer | Done |
| 12. Capital improvements and major repair items still pending. The following items have additional estimates pending, Agent will provide as soon as available for Board consideration: I. Concrete mudjacking and/or replacement | Julie Schaefer, AOC *Multiple proposals requesting/pending with various vendors | Pending |
| 13. 2020 Budget was discussed. Tim will work to draft budget before next meeting, Agent will attempt to obtain contract pricing for landscaping, etc. Board also discussed adding line items for pond care, security camera, and tree work. Agent will obtain GL codes and provide to Tim. | Julie Schaefer *Requested pricing from BLC *GL Code options sent to Tim | Done |
| 14. The recent issues with the clubhouse HVAC were discussed, Agent took photo of T-Stat and will follow up on issues. | Julie Schaefer | Pending |
| 15. Board discussed possible need to remove originally planted bushes that are now overgrown. Agreed unanimously to do so as they are a potential risk to the integrity of the buildings. Agent will communicate with owner. | Julie Schaefer *Message sent | Done |
| 16. Board discussed obtaining a regular maintenance contract or the clubhouse HVAC. AOC does not offer this service. Agent will reach out to various HVAC contractors to inquire. | Julie Schaefer *Information provided to new Associa Bid Manager 7.22.19 | Pending* |

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| <p>17. Development of a Wildwood Handbook was discussed further, Tim Lord provided updates to the draft. All will review for suggestions, etc. and continued discussion at upcoming meetings.</p> | <p>ALL</p> | <p>Ongoing</p> |
| <p>18. Next Board Meeting: <u>September 18, 2019, 6:30 PM, Wildwood Homes Clubhouse</u></p> | <p>ALL</p> | <p>Ongoing</p> |

Board of Directors

Date

