

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

To: Wildwood Homes Board of Directors
 From: Julie Schaefer, Community Manager
 Date: 2/25/21
 Subject: Recap of the 2/17/21 Board of Directors Meeting
 Board Present: Tim Lord, Kent Schwob, Anita Simmons
 Board Absent: None
 Attendees: Julie Schaefer, CAM;
 Homeowners: None
 Called to Order: 7:10 p.m. (After Annual Meeting, Security Report during Annual)
 Adjourned: 7:50 p.m.

ASSOCIATED NOTES	RESPONSIBLE PARTY NOTES/COMMENTS/A CTIONS	STATUS
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 during the Annual meeting, overall issues and details concerning recent specific events (parking on grass, one domestic issue).	N/A	N/A
3. The Board discussed the recent snow event and removal services. Some issues were noted with not plowing up to garage doors and shoveling across lawns but not the sidewalks. Also, some parking areas being blocked after vehicles were moved. Agent to discuss with vendor and have additional clean up done.	Julie Schaefer	Done
4. The January 2021 Financial Statement was discussed. -The Treasurer presented his report at this time. *Question about late fee collection by attorney and notes on one account – inquire with Ron.	Julie Schaefer	Done
5. The Board discussed recent issues with the windows on the clubhouse, one proposal was discussed. Tim will obtain an additional from a vendor he uses frequently.	Julie Schaefer	Done
6. Ongoing Capital Projects. Agent will seek updates and new bids from additional vendors as needed: Tree work, One bid received Additional requested, seasonal Concrete (Replacement, grinding, mud jacking) Requested, seasonal		Ongoing
7. Follow up with Attorney concerning his review of the Wildwood Handbook and pool suit issue.	Julie Schaefer	Done
8. Next Board Meeting: March 17, 2021, 6:30 PM	ALL	Ongoing

Board of Directors

Date

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To: Wildwood Homes Board of Directors
 From: Julie Schaefer, Community Manager
 Date: 2/25/21
 Subject: Recap of the 2/17/21 Annual Meeting
 Board Present: Tim Lord, Kent Schwob, Anita Simmons
 Board Absent: None
 Attendees: Julie Schaefer, CASI CAM; Jeremy Madriz, Wildwood Courtesy Officer
 Homeowners: Two Members in attendance + Board, 18 represented by proxy
 Called to Order: 6:34 p.m.
 Adjourned: 7:06 p.m.

ACTION ITEM/ASSOCIATED NOTES	RESPONSIBLE PARTY AND NOTES/COMMENTS	STATUS
1. Board called the meeting to order, quorum was established by members in person, and by proxy.	File in records (JS)	Done
2. Jeremy provided a security report and answered owner questions and concerns, mostly concerning parking issues.	N/A - Informational	N/A
3. Kent provided the President's Report highlighting accomplishments from 2020 including: Fees kept at same rate as previous year Clubhouse flooring and kitchen renovations Repainting of parking lot stripes and space assignments Completed re-siding of one unit (only 1 remains!) Asphalt repairs on Wildwood Court, Oakwood Trail, and Georgetown Rd side of property, replacement of signage Replacement of multiple adjoined unit sheds throughout community Dredging and clean-up of the community pond/water retention area and seasonal algae treatment program Continued inspection of common areas for maintenance and repair items Continued common area and dumpster enclosure cleaning and maintenance Continued common area landscaping, snow	N/A – Informational	

<p>removal as needed</p> <p>Continued random security patrols and monitoring for illegal parking</p> <p>Continued monitoring for compliance with architectural changes and covenant related issues</p> <p>Continued reduction in past due assessments/bad debt</p> <p>Kent also discussed possible goals for 2021:</p> <p>Clubhouse replacement windows</p> <p>Possible additional renovations and updates to the clubhouse</p> <p>New water heater for clubhouse (Done)</p> <p>Additional shed replacements</p> <p>Tree assessment and trimming throughout the community</p> <p>Siding replacement for buildings with original aluminum (1 remains)</p> <p>Concrete assessments/repairs as needed</p> <p>Repairs and renovations to the dumpster enclosures/gates</p> <p>Conducting a professional reserve study</p> <p>Painting as needed to exterior wood surfaces</p> <p>Power washing and cleaning to exteriors as needed</p>		
<p>4. Tim provided the Treasurer's Report detailing items that were over-budget for 2020, and accomplishments such as low receivables and building of reserves, and ongoing (and anticipated) expenses for the community.</p>	N/A – Informational	
<p>5. Board Members were elected and additional volunteers were requested. No new members.</p>	N/A – Informational	
<p>6. The Board asked for any questions or concerns from the members present. Illegal dumping was discussed, owners were advised to contact the Community Manager if at any time they have information that can help lead to stopping illegal dumping.</p>	N/A – Informational	
<p>7. The Board thanked the members that attended the meeting and adjourned.</p>	N/A – Informational	
<p>8. Agent will bring 2020 Annual Meeting Minutes to BOD for official approval.</p>	Julie Schaefer	Pending

Board of Directors

Date

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

To: Wildwood Homes Board of Directors
 From: Julie Schaefer, Community Manager
 Date: 2/27/20
 Subject: Recap of the 2/19/20 Annual Meeting
 Board Present: Tim Lord, Kent Schwob
 Board Absent: Anita Simmons
 Attendees: Julie Schaefer, CASI CAM; Jeremy Madriz, Wildwood Courtesy Officer
 Homeowners: Five Members in person, 18 represented by proxy
 Called to Order: 6:35 p.m.
 Adjourned: 7:45 p.m.

ACTION ITEM/ASSOCIATED NOTES	RESPONSIBLE PARTY AND NOTES/COMMENTS	STATUS
1. Action Item Report/Recap was approved unanimously in lieu of Minutes for the 2019 Annual Meeting. Agent will file in community records.	Julie Schaefer	Done
2. Jeremy provided a security report and answered owner questions and concerns Issue with stolen/misplaced trash container, assisted owner in getting new from City. One vehicle with flat tires tagged, has been repaired and is now operable. Issues over the last year have been minimal in comparison to other areas – majority were domestic/isolated incidents. Discussed Flock Camera and issues with night vision/visibility and also vehicle count is off, Agent will follow up with Flock.	N/A - Informational	N/A
3. Kent provided the President's Report highlighting accomplishments from 2019 such as the addition of the Flock Safety Camera, tree work, power washing exteriors, residing one building, street work, and so on. Kent also discussed the Board's work with ongoing maintenance, collections, building reserves, and keeping the Association fee at a rate reasonable for the owners within the community. Reminders regarding reporting suspicious	N/A – Informational	Pending

activity, illegal dumping, maintenance issues, and for owners to considering joining the Board was also discussed.		
4. Tim provided the Treasurer's Report detailing items that were over-budget for 2019, building of reserves, and ongoing (and anticipated) expenses for the community. The Board answered questions concerning the increase in fees and various other items related to HOA expense.	Tim Lord – Members requested that information about where to call for heavy trash pick up be added to the website (Mayors Action Center).	
5. The Board thanked the members that attended the meeting and adjourned.	N/A – Informational	

Board of Directors

Date

