

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

To: Wildwood Homes Board of Directors  
 From: Julie Schaefer, Community Manager  
 Subject: Recap of the 2/15/23 Board of Directors Meeting  
 Board Present: Shelley Jones, Tim Lord, Kent Schwob, Dawn Warner  
 Board Absent: Anita Simmons  
 Attendees: Julie Schaefer, CAM, Jeremy Madriz, CO, Jeremy Warman CO  
 Homeowners: 5  
 Called to Order: 7:28 PM  
 Adjourned: 8:55 PM

ASSOCIATED NOTES	RESPONSIBLE PARTY NOTES/COMMENTS/ ACTIONS	STATUS
1. Action Item Report/Recap was approved unanimously in lieu of Minutes. Agent will file in community records	Julie Schaefer	Done
2. Security Report (Reported during opening of Annual Meeting) : <ul style="list-style-type: none"> <li>• Homeowner reported concerns with noise (vehicles racing, etc) coming from commercial area near Coffman Rd. Officers reported this is likely illegal “car shows” and racing being done by members of the public, ongoing issue in commercial areas. Related issues should be reported to PD</li> <li>• Officers advised that loose dogs should be reported to Animal Control and also to 911 is threat or danger is present.</li> </ul>	Jeremy Madriz Jeremy Warman	Ongoing
3. Owners in attendance (Reported during Annual meeting also): Concerns with trash on Wildwood Court (in back of community), issues with trash pick-up, and along fence between WW Ct and Coffman Rd. Spoke with owners to advise them of the issues with Waste Management and Agent will send note to Phil requesting that he concentrate more on these locations. 6923 WW Ct reported a tree limb that is getting close to unit and needs cut back, Agent will send request to landscaper. 4965 OT reported downspout off, has already been repaired. Report of fire hydrant moved – will inquire if City or private and request repairs *Tim contacted Fire Chief, Agent has contacted Citizens to report and request repairs (appears to be public hydrant).	Julie Schaefer	Done
4. Treasurers Report: Report presented at this time. Discussed accruals from Jan/Dec – some payments were accrued or late and will be caught up in Feb.  Discussion regarding late accounts (in executive session). Agent will follow up with Collections Manager as needed. Message sent  Lengthy discussion regarding collection process and issues with one	Julie Schaefer Tim Lord, Kent Schwob	Done *Pending

<p>account that is ongoing. *Tim and Kent will attend upcoming related appointment.</p> <p>Agent will send message to Attorney to setup meeting or phone call prior to appointment. Message sent</p>		
<p>5. The Board discuss possible investment of part of the reserve fund as interest rates are more favorable for investments at this time. Board unanimously approved the following:</p> <ul style="list-style-type: none"> <li>• Invest \$100K in the Pacific Western Bank 7 Month CD at 3.96%.</li> <li>• Move the balance of the reserve to an Enterprise Bank &amp; Trust MM account that is paying 2.75%</li> <li>• After process the current PPB reserve account can be closed unless there is a reason not to close (Agent will inform BOD).</li> </ul> <p>Agent will submit requests to CASI Accounting</p>	Julie Schaefer	Done
<p>6. The Board tabled discussion of Capital/Reserve Projects until next meeting with the exception of the proposed new security camera.</p> <p>Brief discussion regarding power needed for equipment and possibility of tapping into a nearby lamp or the clubhouse (depending upon distance). Agent will send message to 24.7Security to open discussion. Message sent</p>	Julie Schaefer	Done
<p>7. Agent will report lights out at Coffman Road to AES again. Reported online</p>	Julie Schaefer	Done
<p>8. Agent reminded the Board that new "RequestIndy" app will not allow us to request maintenance on Oakwood Trail to report potholes, etc. – needs to be addressed with someone at the City. Tim reported this issue to the "Mayors Neighborhood Advocate" for Pike Township.</p>	Tim Lord	Done
<p>9. Additional follow up with attorney regarding Risk transfer language be added to clubhouse rental agreement – Board approved to have attorney re-draft to add recommendations. Agent will send request and info to attorney. *Existing agreement and report sent to Earnhart with request to review and redraft</p> <p>1. Install fire suppression in clubhouse – Tim will speak with Pike FD Chief Jonathan Kempler regarding any requirements that this be done or recommendations as such before further discussion or consideration.</p>	Tim Lord *Julie Schaefer	*Done
<p>10. The Board discussed status of the fire related repairs at 4841 Oakwood Trail and reviewed sample of proposed siding match. Agent reached out to adjuster again before having attorney send letter/email. Adjuster has agreed to revisit the property after the two damaged elevations are replaced to inspect for "uniform appearance" with two undamaged sides of unit. Will inform Board of decision once reviewed. HOA contractor has been given siding match color and approval to order siding. Awaiting window installation to install siding. Agent sent email to unit property manager for update on window install.</p>	Julie Schaefer	Done
<p>11. Agent will conduct annual inspection with Tim and AOC on Feb 23 at 10:00 AM</p>	Julie Schaefer	Pending
<p>12. Discussion regarding clubhouse rental, owner accessed clubhouse too early again. Charge owner \$50 fee for early entry. Agent will</p>		

communicate to Admin team. *Communication made with team and owner – Admin is obtaining the rental fee. Owner had not responded to previous message about early entry but now understands and will still want to use clubhouse.		
13. Order Board Member “Book” thumb drive for new Board Member.	Julie Schaefer	Done
14. Next Board Meeting: March 15, 6:30 PM Location: Wildwood Clubhouse	ALL	Ongoing

Board of Directors

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Date

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