

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

To: Wildwood Homes Board of Directors
 From: Julie Schaefer, Community Manager
 Subject: Recap of the August 2023 Board of Directors Meeting
 Board Present: Shelley Jones, Tim Lord, Kent Schwob, Anita Simmons, Dawn Warner
 Board Absent: None
 Attendees: Julie Schaefer CAM, Sargent Shawn Anderson, CO
 Homeowners: None
 Called to Order: 6:30 PM
 Adjourned: 8:23 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: <ul style="list-style-type: none"> • Sargent Anderson attended the meeting to provide the security report. • Officers will continue to address parking issues reported by residents and Board. Two vehicles were towed from the community since the last meeting. • Issue with stolen vehicle that was dumped in Wildwood – video footage was recovered and provided to IMPD Detectives. • Issues with illegal dumping continue, Sargent Anderson will follow up with residents in area where dumping was caught on video. • Towing of unlicensed and inoperable vehicles and “wrong-way” parked vehicles was discussed. Unlicensed and inoperable will be reported to the officers to address, they will also tag “wrong-way” parked vehicles as needed. 	Jeremy Warman Sargent Anderson	Ongoing
3. Treasurers Report: Report presented at this time. One collection account discussed, CASI Accounting is monitoring and will turn-over to attorney as soon as the final notice expires. 2024 Budget Prep, Agent will obtain costs for following items and send to Treasurer as soon as available: Insurance Premiums Management fees AES Rate Increase	Julie Schaefer	Pending
4. The Board reviewed and discussed the ongoing issue of streetlights being out on Chrysler Street within the community and the proposals from AES for conversion to LED fixtures, which carries an additional	Julie Schaefer	*Done

<p>cost. There was additional discussion concerning how to get the lights repaired, with the consensus being that must be AES as the fixtures are their property. The Board voted unanimously to decline the proposal for conversion of the lights. Agent will reach out to AES again to inquire when the parts are expected. *Message sent 8/18 – received additional information that parts are in and AES will attempt to schedule in 5-7 days.</p>		
<p>5. The BOD further discussed the installation location of the additional security camera that was recently approved. Tim spoke with owner of unit where power could be tapped, owner is not willing to allow power connection. Solar option is available and was approved unanimously. Contract was executed by Board President. *Agent sent contact to 24-7 Security Reps and copied Treasurers on 8/17. Will await any additional info needed for installation</p>	Julie Schaefer	*Done
<p>6. Tim ordered the “ATTENTION: Please Close the Gates” signs for installation on the exterior gate of each dumpster enclosure. Tim will be reimbursed for the cost of the signs and will place them in garage when received. Signs received on 8/18 per Tim. Agent will add to the Time Block for next visit for installation. *Added 8/18</p>	Julie Schaefer	*Done
<p>7. The Board discussed updates to the accident that occurred at 4961 Oakwood Trail – The vehicle owners’ insurance has agreed to pay for repairs to the unit, Agent has been working with the adjuster to obtain funds for payment of the repairs and will request an update. *Called and left messages with Celia with USAA – payment for all repairs, interior, exterior, and the supplemental portion for 4955 were approved and paid to the unit owner. The unit owner has agreed to distribute funds for repairs to Wildwood. *Agent has sent weekly messages to unit owner property manager for update on funds, will continue to send message for updates. The Board would like the attorney to contact if there is not additional information or check received by August 30th. Calendar noted.*</p>	Julie Schaefer	*Pending
<p>8. Status of the fire related repairs at 4841 OT: Shutters not installed, President will sign contract once the shutters are installed and work completed. Agent will discuss with contractor. *Shutters were installed on 8/17, Agent will notify Kent to obtain signature on contract.</p>	Julie Schaefer	Done
<p>9. The Board discussed an issue with owner who called in for emergency service and does not want to pay invoice – providing no additional information the charge stands. Agent will inform owner</p>	Julie Schaefer	Done
<p>10. Treasurer Tim Lord has CAI Membership that is due for renewal. The Board unanimously approved to reimburse Tim for the membership fee once paid. Tim will submit to Agent for processing.</p>	Tim Lord Julie Schaefer	Pending
<p>11. The Board reviewed a proposal to remove the graffiti from the playground equipment and to renovate the deteriorating bench. After some discussion the Board declined the bid and requested a new proposal to remove the playground as it is largely unused and attracts older children who damage the equipment. *Agent will request revision from AOC, sent 8/18</p>	Julie Schaefer	Done
<p>12. The Board discussed the landscaping contract received by BLC Outdoor. After some discussion the Board determined the installment payments are not providing sufficient information for services. Discuss with owner of BLC to determine if installment billing is continued if a</p>	Julie Schaefer	*Done

monthly report can be provided or if the only option is to return to invoicing per service. Concern with missed mows and possible loss of compensation, etc. Also pruning continues to be an issue (too much), and issues with trees hanging over sidewalks. *message sent to owner of BLC 8/18		
13. Board Secretary, Anita Simmons announced that she has decided to resign her position on the Board of Directors effective August 17, 2023. The Board Members and Agent thanked Anita for her many years of service to the Community. Agent will update records.	Julie Schaefer	Done
14. Member reported issue with dead tree that was installed last year at 6939 Wildwood Court, has been hit by mowers/trimmers. Will send photo to agent. <i>*Photo sent, Agent sent to Owner of BLC with request for warranty replacement and additional info. Tree will be replaced, pending installation in the Fall.</i>	Julie Schaefer	*Done
15. Capital/Reserve Projects that may be considered for 2023: <ul style="list-style-type: none"> a. Shed Replacements – Request updated list from AOC (most severe should be captured on time block inspection work) b. Concrete work – Request a price per lineal ft (if possible) and associated cost per 1 building c. Power washing exteriors – Obtain bids, low level priority 	Julie Schaefer/Vendors	Pending
16. Next Board Meeting: August 21, 6:30 PM (Thursday) Location: Wildwood Clubhouse	ALL	Ongoing

Board of Directors

Date
