

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

To: Wildwood Homes Board of Directors  
 From: Julie Schaefer, Community Manager  
 Subject: Recap of the August Board of Directors Meeting  
 Board Present: Tim Lord, Shelley Jones, Kent Schwob, Dawn Warner  
 Board Absent: None  
 Attendees: Julie Schaefer CAM; Shawn Anderson (CO)  
 Homeowners: 2 Homeowners  
 Called to Order: 6:37 PM  
 Adjourned: 8:52 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	Done
2. Security Report: <ul style="list-style-type: none"> <li>• Officers reported that one vehicle was towed from the property in August (wrecked vehicle on Chrysler)</li> <li>• Sargent Shawn Anderson reported that August will be Officer Jeremy Warman's last month with the HOA due to relocation. He is working to source a replacement now.</li> </ul>	N/A – Info only	N/A
3. Owner Open Session: <ul style="list-style-type: none"> <li>- Owner question concerning tree – to be assessed by Bartlett Tree during upcoming work.</li> <li>- Questions concerning dumpster changes, trash collection, etc. Owners advised to call MAC.</li> </ul>	N/A – Info only	N/A
4. Discussion concerning implementing electronic newsletter “Wildwood Word” to be sent monthly to owners via email. Tim will draft and distribute. The Board agreed that Tim will send to all BOD members for review when prepared monthly. BOD may respond with comments, suggestions, etc. but Tim will not need approval from BOD to send monthly. Agent will also review for any possible issues and advise.	All	Ongoing
5. Treasurers Report: The Treasurer reported at this time, notable variances, accounts balances, and payments were discussed.  Agent reported that the legal invoices are now up to date. Will inquire with attorney as to how much and when to expect any funds from the legal trust account. *Message sent 8.28	Julie	*Done
6. The HOA Master insurance policy renewal was reviewed and is set to renew on 9.1.25. Premium increase is approx \$10K. The Board further discussed renewal coverage options. It was decided unanimously that no changes would be made to coverages and the policy would be renewed as presented. President executed documents as needed, Agent will submit info to carrier in advance of renewal dates.	Julie	Done

7. The Board reviewed and further discussed 3 proposals for powerwashing unit exteriors. After discussion it was decided the Board would approve to have all units (all sides) exteriors cleaned, along with the Coffman Rd boundary fence. The Board approved Midwest Powerwashing contingent upon their response regarding water use and acquisition. Agent will follow up with vendors regarding water access questions. Sent requests to vendors, info received and sent to BOD	Julie	Done
8. The Board discussed adopting a policy regarding accessibility ramps for unit owners. The preferred type of installation will be the metal style which is easily removable, however the Board may need to consider exceptions for units that have a varying degree of access. Shelley will send additional information to Julie from vendor her parents used for metal ramp installation.	Shelley	Pending
9. Discussion regarding plumbing issues and recent inspection. Board approved having the lines in the impacted building televised to attempt to ID the source of the issue. Agent will send approval to plumber and request they coordinate.	Julie	Done
10. Discussion regarding Homeowner recent ACR request. Agent will follow up and request owner to break request down by specific item. *Sent request through Admin team which handles ACR requests and sent email to Homeowner.	Julie	Done
11. Agent will follow up again with MAC regarding trash containers on Wildwood Court that have not been retrieved by Republic. *Called in another report on 8.27 – MAC to follow up with Agent, states this is a “Republic” issue.	Julie	Done*
12. The Board discussed the surveillance cameras and proposal for new/updated services from Robinson Surveillance. Tim will communicate with Robinson to inquire if 1 camera for 12 month agreement is possible until additional information can be obtained regarding setup of additional camera. *Tim sent info to BOD 8.27	Tim/BOD	Pending
13. Agent will send budget related totals and work with Treasurer to begin the 2026 budget.	Julie/Tim	Pending
14. Next Board Meeting: September 17, 2025 6:30 PM Location: Wildwood Clubhouse	ALL	Ongoing

Board of Directors

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Date

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