

# **Wiggins Bay Foundation, Inc.**

## **Board Meeting Minutes February 27, 2025**

### **Call to Order**

The Board meeting of the Wiggins Bay Foundation, Inc. was called to order at 10:31 am on February 27, 2025 via Zoom Meeting and teleconference by Maureen Shallcross.

### **Proof of Notice**

The meeting notice was emailed to all owners as well as posted in a conspicuous location on the property more than 48 hours in advance of the meeting date in accordance with Section 720 of the Florida Statutes.

### **Establish a Quorum**

#### **Present:**

Maureen Shallcross, President  
Sue McGill, Vice President  
Gina Chilcoat, Treasurer  
Bill Knab, Director  
Mike Snyder, Secretary  
Mike Dean, Manager

### **Approval of Minutes**

Minutes for the January 30<sup>th</sup> Board meeting were presented. Maureen Shallcross motioned to approve, Bill Knab seconded, and the motion passed unanimously.

### **Treasurer's Report**

Gina Chilcoat gave the report. Total accounts currently have \$1,089,289.80, Reserve account has \$74,357.88 and the reserve CD \$263,732.86. The Ian assessment has been closed out. Late notices have been mailed out. 31 units are still past due. Late fees and interest will be charged to the accounts. There have been delays in getting the financials due to Paramount's change in the software system.

Gina Chilcoat made a motion to open up a 6 month CD with funds in the reserve account. Maureen Shallcross seconded the motion and the motion passed unanimously.

### **Manager's Report**

Gatehouse – The new bar code reader is up and running. Residents can get Barcodes from Ron at the gate. Wednesday – Fridays after 2. Dwelling live participation is way up. There have been more requests for passwords over the last few weeks than over the last several months.

Maureen Shallcross made a motion to approve the purchase of the new gate and lock for \$2,600 installed. Mike Snyder seconded the motion, and the motion passed unanimously.

East wall painting – Elias Brothers has provided a proposal to paint the East wall.

Maureen Shallcross made a motion to approve the proposal from Elias Brothers to paint the East wall for \$14,800. Gina Chilcoat seconded the motion, and it passed unanimously.

Sinkhole on Horse Creek – The sinkhole that has formed by the manhole on Horse Creek was discussed. Based on the documents that have been provided by the County the responsibility for the repair is the Foundations. Bonness has provided a quote to do an exploratory dig to discover what is going on.

Maureen Shallcross made a motion to approve the proposal by Bonness to dig up the area around the manhole access to find out what is causing the sinkhole. Sue McGill seconded the motion and it passed unanimously.

The following 3 actions that were approved outside of the board meetings were ratified:

- On Feb 21st Sue McGill emailed a proposal to accept the bid from Bonnes to do an exploratory dig for \$5K in the PPPOA without the use of a camera and not to include replacing the sod. The proposal was email approved by all the board members
- Maureen Shallcross made a motion to approve the purchase of a new Bar code reader for \$5,600. Gina Chilcoat seconded the motion, and the motion passed unanimously. The old barcode reader is at the manufacturer for repair. Maureen Shallcross made a motion to repair the old barcode reader for \$1,560. Gina Chilcoat seconded, and the motion passed unanimously.
- Pedestrian gate – Management has been working with several contractors to add a lock to the pedestrian gate on Horse Creek. They can't put a lock on the gate in its current configuration. A fence contractor has been contacted and a proposal for a new gate with a two sided combo lock has been proposed.

### **Committee Updates –**

Summit Conversion – Bill Knab gave the update. The Board has been working closely with Summit to address the issues. TiVo provides the video feed. They are responsible for the digitization and lip sync issues. The power cords to the routers supplied by Summit have had issues and required replacement. Note that the open installation period will restart at the time the installations begin again for one calendar year.

Storm Water Management – Sue McGill gave the report. Sue has been reviewing the documents provided by the County of the original plan for the community in an effort to determine who is responsible for the drains throughout the community. She has received a proposal from RDA Consulting and Engineering Firm to review the plans in an effort to determine what drains are the responsibility of the Foundation.

Sue McGill made a motion to proceed with phase 1 of RDA Consulting proposal for \$7,500. Maureen Shallcross seconded the motion and the motion passed unanimously.

### **New Business**

The idea of having a concert for the residents at Wiggins Bay Foundation was discussed. It would take place on a Sunday. Please reach out to Maureen Shallcross to help out.

The possibility of having the Red Cross's blood donation bus stop for an afternoon was also discussed.

Maureen Shallcross moved to adjourn the meeting at 11:28 AM. Gina Chilcoat seconded the motion and it carried unanimously.

Minutes submitted by: Mike Dean, Community Association Manager