

Wiggins Bay Foundation, Inc.

Board Meeting Minutes

August 28th, 2025

Call to Order

The Board meeting of the Wiggins Bay Foundation, Inc. on Thursday, August 28th, 2025, via zoom was called to order by Maureen Shallcross at 11:00 am

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 (Joined after start of meeting)

Gina Chilcoat, Treasurer

Mike Snyder, Secretary

Mike Dean, Manager

Reading of minutes

The minutes for the July 28th, 2025, Board meeting minutes were presented. Mike Snyder made a motion to approve the minutes as submitted. Maureen Shallcross seconded the motion, and the motion passed unanimously.

Treasurer's Report

Gina Chilcoat gave the report – As of the July 2025 financials we currently have \$384,375.05 in operating, \$316.43 in reserve account. Operating CD of \$253,232.89 Reserve CD for \$267,685.50. Total of \$930,398.37.

Maureen Shallcross made a motion to accept the treasurer's report. Mike Snyder seconded, and the motion passed unanimously.

Manager's Report

There is a light pole down on Horse Creek. It's a result of the landscape company mowers and weed eaters hitting the bottom repeatedly. The Landscape company has been contacted about it and has received an estimate for its replacement.

A few trees have been removed on Horse Creek because they were standing dead or on their way out. We have received proposals for the replacement trees that will be up to the county's standards.

Maureen Shallcross made a motion to approve \$2,500 for replacement trees to be planted on Horse Creek Dr. Gina Chilcoat seconded the motion and it passed unanimously.

ARC Applications – Princeton Place 2 submitted an ARC to change the paint color and install new A/C lines. Maureen Shallcross made a motion to approve the ARC as submitted. Gina Chilcoat seconded the motion, and it passed unanimously.

Cove Towers Preserve submitted an ARC to install a line of Clusia plants along the existing property line between the Towers and the Foundation. The plants will hang over the line in spots according to the ARC.

Maureen Shallcross made a motion to approve the ARC on the following conditions. The new bed line will not be any closer than 7' from the concrete curb line. Any irrigation that needs to be moved will be the Towers expense. The maintenance for the plants will be Cove Towers responsibility. The encroachment on the property line will be recorded with the register of deeds. All costs for that will be Cove Towers responsibility. Gian Chilcoat seconded. The motion passed 3 votes yes, Sue McGill abstained.

The closing of the outbound gates during the day has revealed some issues that need to be addressed prior to everyone getting back. The sensor that opens the gate is set to the maximum sensitivity. There are still cars that don't trip the sensor. Primarily from the Horse Creek side. Two possible solutions have come up. One is to paint lines on the ground. One at the center to push cars toward the center and another coming from the Villas side to direct cars out toward the center. The cost would be \$550. The other option is to have the gate service company expand the sensor which would accommodate cars from both sides. The cost would be \$1,200.

Maureen Shallcross made a motion to approve \$1,200 to expand the sensor. Gina Chilcoat seconded, and the motion passed unanimously.

In the process of doing the work on the drainage we discovered that the drainage weir at the edge of the pond by the Club was off the top of the weir and had a tree growing through it. We found a replacement for under \$700.

Sue McGill made a motion to approve the purchase of the new grate for \$700. Maureen Shallcross seconded, and the motion passed unanimously.

Finally, I'd like to give a shout-out to one of our vendors. Xhoni Staro owns Staro Cleaning and Pressure washing. He does business with a few of the other communities in Wiggins Bay including The Villas and Princeton Place. I use him on larger projects but sometimes it's for small things that he doesn't always charge us for. He's a great person and I highly recommend him.

Committee Updates

Summit – Bill Knab was not available for the meeting. Maureen Shallcross read Bill's report. The report will be sent out and posted with the minutes.

Maureen Shallcross made a motion to start up the Summit Broadband upgrade installations. Sue McGill seconded the motion. The motion passed unanimously.

An eblast will go out to the members with the details.

Storm Water – Sue McGill gave the report. The invoice from Earth view was significantly higher than the original estimate. We have been working with RDA and Earthview to address this. It appears that they went beyond the scope of their contract without direction. They have submitted a revised invoice for \$24,326.25. We know that we would have to do some of this work at some point anyway and Earth view comes well recommended from RDA Engineering.

Sue McGill made a motion to approve the revised Earth view invoice for \$24,326.25. Maureen Shallcross seconded the motion and the motion passed unanimously.

Reserve Study – Mike Snyder gave the report. We are working with the reserve study company to clarify some of the expenses going forward. The three items we are working on are Irrigation upgrades, Drainage maintenance, and shoreline renovation. This is still in progress and as soon as we have all the costs, we will review it with everyone.

Adjournment

Maureen Shallcross made a motion to adjourn the meeting. Mike Snyder seconded, and the motion passed unanimously. Meeting was adjourned at 12:05 pm.

Minutes submitted by: Mike Dean, Community Association Manager

Summit Committee Report

Bill Knab - Aug 28, 2025

We have been working with Summit Broadband over the past 6 months to improve the quality of the Internet and TiVo service as well as the upgrade and troubleshooting service provided to our residents.

Recap:

- Conversions started in December 2024, 200 homes were converted but experienced a wide range of problems with Internet speed and consistency, picture quality and troubleshooting/setup services.
- In January 2025 the WBF Board instructed Summit Broadband to pause upgrades until the issues were resolved.
- Throughout the spring Summit Broadband implemented several system upgrades and significantly upgraded its customer service training and response times. Feedback from the converted households still in residence confirmed the improvement.
- In April, legal counsel for the WBF Board initiated communications with Summit Broadband to ensure the Summit Broadband fulfilled their contractual obligation with WBF and negotiate timelines.
- Performance reporting from June, July and August indicated service has improved.

After consultation with legal counsel, I am comfortable that the WBF Board move to restart conversions. I have requested a System upgrade performance meeting in February of 2026, after most residents have returned and we can confirm satisfaction with the service. Residents will have until August 31, 2026, to complete the upgrade.

Respectfully submitted,
Bill Knab, Summit Committee Chair