

Wiggins Bay Foundation, Inc.

Board Meeting Minutes

June 26th, 2025

Call to Order

The Board meeting of the Wiggins Bay Foundation, Inc. on Thursday, June 26th, 2025 via zoom was called to order by Maureen Shallcross at 10:31 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

Gina Chilcoat, Treasurer

Bill Knab, Director

Mike Snyder, Secretary

Mike Dean, Manager

Reading of minutes

The minutes for the May 22nd, 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 May 2025 financials we currently have \$554,952.59 in operating, \$16,280.14 in reserve account. Operating CD of \$251,756.04, Reserve CD for \$266,246.82. Total of \$1,114,897.21.

The coding of invoices for light pole replacement was discussed. It will be recoded and taken out of reserves. Overage in gate maintenance and sprinkler maintenance.

The past due aging report was discussed. There are currently 6 members that are still past due for 2025. The 30 day letter has been sent out and the next step is to place a lien on the properties.

Gina Chilcoat made a motion to proceed to lien with the 6 properties that are currently still past due for 2025 Dues. Bill Knab seconded the motion and the motion passed unanimously.

Maureen Shallcross made a motion to accept the treasurer's report. Sue McGill seconded and the motion passed unanimously.

Manager's Report

The pedestrian gate on Horse Creek has had some issues. The manager is working with the fence company to get them corrected. The code is C1968. Please report any issues with the gate to the management company.

The Water Authority was out the second week of June to make some modifications to the water mains on the property. The water had been shut off for a day and the community was under a boil water notice. That notice was lifted very quickly. The Water Authority came back and said that the water was good and the boil notice was issued as a precaution. Please note when you get back to town you may want to let the water run for a few minutes.

Committee Updates

Landscape Committee – Maureen Shallcross gave the report. Putting the landscape maintenance contract out to bid was talked about. The relationship with Vision has been a good one but from time to time it's good to review contracts.

Maureen Shallcross made a motion to put the landscape maintenance contract out to bid for the 2026 season. Gina Chilcoat seconded the motion, and the motion passed unanimously.

Additional tree trimming is needed on Horse Creek. We trimmed trees last year damaged from the storm. More dead limbs have been identified and proposals have been collected to remove them. Vision Turf's quote is \$6,400. The Board discussed this and decided to proceed with the additional trimming.

Adding costs for irrigation and landscape improvements to the reserve study was discussed.

Summit – Bill Knab gave the report. Summit has made significant upgrades to the optical system. They have also spent significant time with 3 or 4 individuals in the community to get their systems running correctly. The Board is working to insure that when we start back with the installs that the residents will have a calendar year to have the install done without charge.

Track 10 – Bill Knab gave the report. The County has engaged a design firm. They will have a 30% “overview” plan by August and 100% by December. Once they have the plan together they will have to get bids for the work and vote on the funding. Bill is in communication with the County on this and will keep everyone updated.

Storm Water – Sue McGill gave the report. The engineering firm has completed 3 of the 4 tasks. The final step is the inspection and camera work. RDA has come back with a quote from their recommended contractor to clean out and scope specific drains. The one by the Villas that runs into Cove Towers and the one that runs under the tennis courts. The price was higher than what the total project was projected at by \$4,505. This final step is very important because we will actually be able to see the conditions of these drains in question.

Sue McGill made a motion to accept the proposal from Earth View to do their analysis of the two identified areas for a total of \$18,630. Maureen Shallcross seconded the motion. The motion passed unanimously.

Reserve Study – Mike Snyder gave the report. The reserve study team has visited the property and is putting things together. We will be provided a draft report and will have time to ask questions and make modifications. The process should be completed in 2 months.

New Business

Maureen Shallcross discussed residents approaching her and management about crosswalk safety and things that can be done to enhance safety for the walkers. She discussed some options. For now the Board will be purchasing a small yield to pedestrians sign to be placed in the inbound side between the visitor and resident lanes.

Maureen Shallcross also spoke about trying to speak to the manager at the Club concerning the landscaping. The Manager is currently off but she will get in touch when he gets back.

Adjournment

Maureen Shallcross made a motion to adjourn the meeting. Bill Knab seconded and the motion passed unanimously. Meeting was adjourned at 11:42 am.

Minutes submitted by: Mike Dean, Community Association Manager