

Wiggins Bay Foundation, Inc.

Board Meeting Minutes

July 24th, 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 10:30 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 June 26th, 2025, Board meeting minutes were presented. Mike Snyder made a motion to approve the minutes as submitted. Sue McGill seconded the motion, and the motion passed unanimously.

Treasurer's Report

Gina Chilcoat gave the report – As of the June 2025 financials we currently have \$490,373,.44 in operating, \$9,175.57 in reserve account. Operating CD of \$252,481.28, Reserve CD for \$267,004.35. Total of \$1,043,560.64.

The CD for the reserve account matures in December. At that time some of the items that have been paid out of operating that need to be paid out of reserves will be corrected. We don't want to touch the CD and incur any penalties if we don't have to. No changes to report on the past due owners. All past due owners are at the Attorneys office.

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

Manager's Report

The outbound gates will be kept closed 24/7 for the foreseeable future. The outbound gates have typically been left open during the day and kept closed at night. In an effort to calm traffic they will be kept closed all the time. There will also be a sign put up between the inbound gates saying that the walkers in crosswalks have the right of way. We are also purchasing signs that say, "Slow Down Only you can prevent speed bumps".

Back in the beginning of June the county had done some work to the water mains. During this process they had done some damage to the paver walkway by Bermuda Cove. They have taken steps to repair some of the damage but still aren't finished. Management has been in touch with the County to figure out when they will be out to finish the work.

The pedestrian gate on Horse Creek was installed a while ago. There have been some issues with the outside keypad and door handle. Management has met with the contractor about this. The contractor said they would change the handle to a knob from a lever. Still waiting for the contractor to make that change. Management will continue to pursue them.

The RFP for landscape maintenance went out this week. It has been sent to 5 contractors including the current contractor. The emphasis will be on the qualifications of the companies and their personnel, having a assigned Account Manager that would be on site regularly to be sure that the contract items are being taken care of as well as identifying any issues in the landscape. The proposals are due no later than the third week in August to prepare for budget season.

Committee Updates

Landscape Committee – Maureen Shallcross gave the report. We are working with the County concerning the tree replacement for the trees that needed to be taken down on Horse Creek. We are also working to get all the maintenance agreements between The Foundation and any sub associations together and in writing if needed. The concern being who is responsible for maintenance and/or replacement of trees/shrubs on the property lines.

Summit – Bill Knab gave the report. Getting the installs back up and going again was discussed. Summit has done all the upgrades. They have established standards for the

installations. There are a couple of items that need to be confirmed before we get going again. When everything is all set to go there will be community-wide communication with all the details on how to get set up sent to all members.

Track 10 – Bill Knab gave the report. The 30% plan will be completed by the end of August. The Committee will reconvene in September. This will be a 2–3-year process.

Storm Water – Sue McGill gave the report. The final steps in the process are underway. RDA Consulting had recommended Earth View to clean out a couple of the drains and video the interior to investigate their conditions. Two areas are currently being looked at. The area by the Villas and the drains that run under the tennis courts. Earth View hasn't provided the reports for this work yet. It's expected to be received shortly. The initial reports were that there was significant blockage that had to be removed. As soon as the reports have been received and reviewed by RDA they will be provided to the Wiggins Bay Foundation community as well as the Board Members of the communities where the pipes run.

Reserve Study – Mike Snyder gave the report. The draft of the reserve study has been presented. We are working on a few items to narrow down the expenses that we need to include in the reserves. The pond shoreline maintenance, irrigation upgrades, and storm sewer maintenance are the ones we will be getting quotes for. We project that the study will be completed in late August or the beginning of September.

New Business

Maureen Shallcross is in the process of cross checking the email list for the community. Please be sure to report any email or address change to Paramount Property Management and/or directly to Mike Dean.

Adjournment

Maureen Shallcross made a motion to adjourn the meeting. Mike Snyder seconded, and the motion passed unanimously. Meeting was adjourned at 11:34 am.

Minutes submitted by: Mike Dean, Community Association Manager