

# **Wiggins Bay Foundation, Inc.**

## **Meeting Minutes**

**August 22, 2024**

### **Call to Order**

The Board meeting of the Wiggins Bay Foundation, Inc. was called to order at 10:31 am on August 22, 2024 via Zoom Meeting and teleconference by Maureen Shallcross.

### **Proof of Notice**

The meeting notice was email 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  
Bill Knab, Director  
Gina Chilcoat, Treasurer  
Mike Dean, Manager

### **Approval of Minutes**

Maureen Shallcross motioned to approve the minutes of the July 25, 2024 meeting min as presented. Gina Chilcoat seconded the motion, and it was carried unanimously.

### **Treasurer's Report**

Gina Chilcoat gave the report. The reserve account balance is \$309,630.82. The operating balance is \$648,577.76. We are over budget in a couple of areas. Legal, due to the track 10 meetings. Security is also over due to the kiosk not working correctly. The kiosk was supposed to replace the 3<sup>rd</sup> shift attendant. Due to the kiosk not working correctly we have not been able to discontinue the 3<sup>rd</sup> shift. Question was asked about the reserve amounts and if they were in interest bearing accounts. Gina reported that the Foundation has earned over \$7,500 in interest this year. Maureen Shallcross moved to accept the treasurers report, Bill Knab seconded and the motion passed unanimously.

### **Manager's Report – Mike Dean**

- a. Gate House Roof – Maureen Shallcross made a motion to approve ABC's roofing quote for an aluminum roof with the following questions/requirements. Will the fascia need to be replaced prior to the roofing work? There must be a named supervisor. The contractor must be bonded and insured. All permits must be in

place. The project needs to be scheduled for completion prior to October 1. Bill Knab seconded the motion and the motion passed unanimously.

- b. Remote Attendant update – A police report has been filed in regard to the gate crashing incident in July. We continue to have an attendant in the gatehouse during the third shift to be sure that the remote gate attendant is working correctly. There have been several issues with the remote gate attendant. They include the audio from the gate to the remote attendant not being clear or even functioning. St. Moritz has been involved in the testing process and was aware of this issue. They have replaced the mother board, the com board, as well as made other adjustments to get things working correctly. As of Tuesday it appears to be working. Mike Dean's recommendation was to not pull the attendant for the next 7 days to see if the situation stabilizes. The Board requested that we keep the attendant in place for the next two weeks and then reassess.
- c. Pedestrian Gate – The pedestrian gate is at the powder coating shop. When the work there is completed it will be reinstalled. There will be a combo lock installed that will be accessible from both sides.

### **Committee Update**

- a. Summit: Bill Knab gave the report on the Summit renewal status. He has negotiated the contract for a 3 year opt out on the Video (TiVo) portion of the contract. The overall contract would be for 7 years. The existing contract is up in February of 2025. The projection on set up is 6 weeks to complete. Summit says they plan on 30 minutes of set up in each home. The recommendation is to start with the smaller community's first "to get the kinks out". Sue McGill made a motion to approve the contract with Summit for internet and TiVo services. Maureen Shallcross seconded the motion and it passed unanimously.
- b. Landscape Management Committee – Maureen Shallcross gave the report – The committee is winding down the Special Assessment work. She talked about the possibility of the towers and Princeton Place doing their flowers at the same time if there would be any savings in doing that.
- c. Track 10 – Bill gave the report – The county had a meeting on July 30<sup>th</sup>. They county has approved a budget to develop an overall plan. The entire process is estimated to take 3 years and two million dollars. The county inspected the outflow from the culvert and believe its ground water. The county and Southwest Florida Water Management District are investigating. The county will be required to build a 3' berm between WBF and their property. Maureen Shallcross made a motion to gather estimates for 3 types of walls for that area including landscaping. Bill Knab seconded and the motion passed.

## **Old Business**

- a. General Discussion – A situation with a unleashed dog was discussed.

Maureen Shallcross moved to adjourn the meeting at 11:41 AM. Bill Knab second the motion and it carried unanimously.

Minutes submitted by: Mike Dean, Community Association Manager