

BOARD OF DIRECTORS MEETING

July 8, 2024

Bethlehem Lutheran Church
W8267 Hwy 33, Portage, WI 53901

MINUTES

Directors Present: Peggy Brunner, Calvin Gruss, Tom Joswiak, Winnie Schumann, Karl Turner, Vicki Vogts
Directors Absent: Brett Johansen
Visitors: Leslie Drangstveit-Gruss (U507)

I. CALL TO ORDER - CERTIFY QUORUM:

Schumann called the meeting to order at 6:04 pm; quorum present.

II. POSTING OF NOTICE:

Meeting date was posted on the SREA website and "Deer Tales" community newsletter. Agenda was emailed to owners.

III. REVIEW MINUTES AND APPROVAL OF LAST MEETING MINUTES:

Motion made by Gruss to approve minutes as presented; seconded by Turner; approved by all.

IV. DIRECTOR UPDATES:

A. Grounds (reported by Turner):

1. Only had a couple work orders; completed.
2. Live traps were set out near U317 to catch groundhogs.
3. Just a Memory Tree Removal Company will be taking down 21 trees on July 29 & 30, 2024, due to high risk of falling on a dwelling. Contacted four contractors for tree removal estimates and 1 of them did not respond. Rusty from Saddle Ridge Golf Course has approved the removal of trees on his property but refuses to reimbursing SREA for the work. Turner will notify the condo owner.
4. Mowing and trimming is going well. Some areas have been overwatering and this has been addressed and taken care of. TRK will fertilize the grass on Tuesday, July 16; Vogts will send out an email notifying all owners. TRK is required to post a stake for each building.
5. Mohrs (U6026) submitted a request for a parking pad with a diagram to be paid by the owner; board approved it.
6. Barreau (U6012) requested an update on when her retaining wall will be repaired. We will notify her once the 2024/2025 budget is finalized in August.

B. Utilities (reported by Gruss):

1. Hornets are dead by the Lift Station #1 panel.
2. Gruss has not heard back from GEC or B&M Technical Services regarding the duty pump. It was replaced 18 months ago so we should not be billed for the repair.
3. Well House #1 now has a dehumidifier and the water is draining out onto the concrete pad (nothing is leaking).

C. Roads:

1. Johanen was not present for the meeting so no report was given.
2. Schumann contacted Two Rivers to obtain an estimate on court signage. They would cost approximately \$35 per sign and we will use as many existing posts and stainless steel screws. We will hire Phil to do the work. The expense could be used with the 2023/2024 budget.
3. Vogts will contact to Pickett's Sealcoating that they are not allowed to solicit their services in the SREA.

D. Buildings (reported by Brunner):

1. SREA Buildings Service Requests in June 2024:

14 work orders were received and they were all completed by Phil Gavinski. Due to the excessive rainfall over the past month, Phil's primary focus is on cleaning out gutters and extensive rain water control.
2. We are finding out that gutter guards do not keep pollen and needles out of the gutters. Several gutters and downspouts have been clogged by the gooey mess.

E. Secretary (reported by Vogts):

1. No Welcome Packets emailed to new owners.
2. One phone message was left on the association phone voicemail. Message forwarded to appropriate director to take care of the issues.

F. Treasurer (reported by Joswiak):

1. Review of June financial, sewer, and water reports. Motion made by Schumann to approve treasurer's report as presented; seconded by Turner; approved by all.
2. There is enough money in the budget to reroof another duplex this summer. Transferred money from operating account to money market account to earn interest. Delinquencies total about \$500 from U415 owner.
3. Review Preliminary 2024-2025 Budget.
 - a. Portage Utilities Sewer Rate increase of 25%. Impact to Sewer and SREA budget/costs.
 - b. Positive impact from changing garbage/recycling service provider.
 - c. Insurance renewal and cost - unit costs will remain flat for this upcoming year from last year.
 - d. Second revision of the budget will be ready for review at the next board meeting.

ACTUAL INCOME & EXPENSE BY QUARTER

YEAR TO DATE 10/01/2023 - 06/30/2024

REVENUE					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1010	\$ 116,950.00	\$ 115,775.00	\$ 119,350.00		\$ 352,075.00
1020	\$ 799.19	\$ 275.00	\$ 75.00		\$ 1,149.19
1030	\$ 168.74	\$ 185.11			\$ 353.85
1034		\$ 459.44			\$ 459.44
1040					
1050					
1060					
1070					
Grand Total	\$ 117,917.93	\$ 116,694.55	\$ 119,425.00		\$ 354,037.48

Other Income					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1100		\$ (140,000.00)	\$ 55,000.00		\$ (85,000.00)
5010					
Grand Total		\$ (140,000.00)	\$ 55,000.00		\$ (85,000.00)

ROUTINE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
2100					
2101	\$ 10,577.76	\$ 10,577.76	\$ 10,577.76		\$ 31,733.28
2102	\$ 22,255.32	\$ 22,255.32	\$ 22,255.32		\$ 66,765.96
2103	\$ 14,123.25	\$ 14,123.25	\$ 14,123.25		\$ 42,369.75
2104	\$ 20,307.13	\$ 7,116.49	\$ 8,422.57		\$ 35,846.19
2105	\$ 14,001.00	\$ 14,001.00	\$ 15,501.00		\$ 43,503.00
2106			\$ 1,928.64		\$ 1,928.64
2107	\$ 7,500.00	\$ 7,517.50	\$ 7,500.00		\$ 22,517.50
2108	\$ 11,228.35	\$ 10,453.87	\$ 4,828.00		\$ 26,510.22
2109	\$ 1,655.31	\$ 1,759.47	\$ 1,921.83		\$ 5,336.61
2110	\$ 6,479.01	\$ 4,688.75	\$ 3,715.74		\$ 14,883.50
2120					
2130		\$ 217.00			\$ 217.00
2140	\$ 99.01	\$ 284.72	\$ 56.00		\$ 439.73
2150		\$ 40.00			\$ 40.00
2160		\$ 87.70			\$ 87.70
2170	\$ 233.18	\$ 165.89	\$ 164.05		\$ 563.12
2180	\$ 986.95	\$ 300.23	\$ 456.00		\$ 1,743.18
2185					
2190					
Grand Total	\$ 109,446.27	\$ 93,588.95	\$ 91,450.16		\$ 294,485.38

RESERVE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
3010					
3020		\$ 88,480.00			\$ 88,480.00
3030					
3040					
3050	\$ 13,200.00				\$ 13,200.00
3060					
3065					
3070					
3080					
3085					
3090					
Grand Total	\$ 13,200.00	\$ 88,480.00			\$ 101,680.00

Beg Balance	\$ 147,434.88	\$ 142,706.54	\$ 25,812.14		\$ 147,434.88
Income	\$ 117,917.93	\$ 116,694.55	\$ 119,425.00	\$ -	\$ 354,037.48
Transfers/Sewer	\$ -	\$ (140,000.00)	\$ 55,000.00	\$ -	\$ (85,000.00)
Total Income	\$ 117,917.93	\$ (23,305.45)	\$ 174,425.00	\$ -	\$ 269,037.48
Routine Expense	\$ 109,446.27	\$ 93,588.95	\$ 91,450.16	\$ -	\$ 294,485.38
Reserve Expense	\$ 13,200.00	\$ -	\$ 88,480.00	\$ -	\$ 101,680.00
Total Expense	\$ 122,646.27	\$ 93,588.95	\$ 179,930.16	\$ -	\$ 396,165.38
End Balance	\$ 142,706.54	\$ 25,812.14	\$ 20,306.98		\$ 20,306.98

Budget 2023 - 2024

% of Budget

Maintenance Dues (142 units @ \$275/month)	\$468,600	75%
Insurance Premiums Due	\$45,993	2%
Shared Utilities - Qtrly	\$400	88%
Shared Electric Revenue Court 100	\$840	55%
Interest Income	\$0	
Sewer Hookup Fees - 6 units (see acct 5010)	\$3,500	
Cart Path Donations	\$0	
Miscellaneous Income	\$0	
	\$519,333	68%

Transfer from CD/Money Market	#DIV/0!
Sewer Hookup Fees - 6 units	#DIV/0!
	\$0 #DIV/0!

Portage Utilities Sewer	\$0	0%
Water Expense	\$42,486	75%
Sewer Expense	\$89,923	74%
Insurance Premium Payments	\$56,493	75%
Lawn & Yard Maintenance	\$39,720	90%
Mowing	\$56,003	78%
Tree Replacement	\$2,000	96%
Snow Removal	\$30,000	75%
Garbage & Recycling Pickup	\$42,000	63%
Street Light Expense - Electric	\$7,200	74%
Bldg Repair & Maintenance	\$24,000	62%
Condo Power Washing	\$0	0
Legal Expense	\$6,000	4%
Office/Printing/Telephone	\$1,080	41%
Bookkeeping Services/Audit	\$0	0%
Computer & Internet	\$300	29%
SRE Only Court 100 Street Lights	\$840	67%
Misc. Fees, Taxes, Etc	\$3,600	48%
Non Fee Based or Budget Carryover	\$11,000	0%
Cart Path	\$0	0%
	\$412,645	71%

Emergency Repairs/Maintenance	\$10,000	0%
Roof Replacement	\$101,700	87%
Road/Driveways	\$0	#DIV/0!
Painting	\$0	#DIV/0!
Siding Replacement	\$13,000	102%
Replacement Water - All Assoc.	\$0	#DIV/0!
Replacement Sewer - All Assoc.	\$0	#DIV/0!
Unallocated Funds	\$0	#DIV/0!
Retaining Walls & Netting	\$0	#DIV/0!
Non Fee Based or Budget Carryover	\$9,000	0%
Interest Savings on Reserve	\$0	0
	\$133,700	76%

Income	\$519,333	52%
Expense	\$546,345	73%

V. OLD BUSINESS

A. Saddle Ridge Water Agreement:

Schumann provided Tom Anderson and Pat Kirk with a copy of the Water Agreement with notations about the salient items in the contract and waiting for a response. We still need Rusty from Saddle Ridge Golf Course to sign the agreement too.

B. Rules & Regulations Revisions:

Vogts emailed the draft SREA Rules & Regulations to all board members to review. A motion was made to approve by Schumann; seconded by Gruss; all approved. Vogts will send to webmaster to post on website and will send an email to all owners.

C. All Saddle Ridge Board of Director Meetings:

Vogts received responses from any Saddle Ridge association presidents too late to schedule the meeting for late June/early July. SREA board members are available on the following Monday nights: July 22 or 29. The meeting could be held at Bethlehem Lutheran Church.

Possible items for the agenda would be ownership of the golf cart path, speeding issues, fee to new owners when mortgage companies are obtaining association information (takes three hours to complete sometimes), proposed swimming pool, and proposing "Deer Tales" to be distributed primarily by email to save costs.

D. Common Area Dispute:

Vogts received one email from an SREA owner who is NOT in favor of swimming pool. Schumann reported the certified letter stating that all Saddle Ridge condo associations do not approve was never picked up so Dennis Allen hand delivered it to the owner and they did sign indicating receipt of the letter. We are making sure that no building permit is issued since the owner does not own the property.

E. Any Other Old Business Items:

None.

VI. NEW BUSINESS

A. Annual Meeting - Board Elections:

Johanen submitted an email to all board members indicating that he is unable to devote adequate time to the position due to work duties and family responsibilities. The board accepted the resignation with regret and will be looking to fill the position.

Tom Joswiak is the other board member up for re-election; he intends to run again for a three-year term.

B. Any Other New Business Items:

None.

VII. ADJOURNMENT

Joswiak made a motion to adjourn. Meeting adjourned at 8:00 pm. Next meeting will be on August 12, 2024.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: August 12, 2024