

BOARD OF DIRECTORS MEETING
May 13, 2024
Bethlehem Lutheran Church
W8267 Hwy 33, Portage, WI 53901

MINUTES

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

I. CALL TO ORDER - CERTIFY QUORUM:

Schumann called the meeting to order at 6:00 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. Brush Pick-Up:

TRK will do brush pickup on the 3rd Monday of every month starting on May 15. TRK plans to mow on Mondays.

2. Dirt is scheduled to be delivered by May 10.

3. Trees:

Approximately 14 work orders regarding grounds were received in April - mainly for removing dead trees, some groundwork repair, and remove broken tree branches.

There are roughly 20 trees near U317 that are dead. There is a safety concern and the owner would like us to remove them ASAP. Also, U317 would like the area between their house and the main "Saddle Ridge" sign to be cleaned up - possibly have TRK trim the grass/weeds. There are also some trees that need to be removed behind U312 & U314. U628 would like to plant a crabapple tree across the road on Pat Kirk's land - she will need to get permission from him.

4. Turner will contact Eric Buchholz of Rustic Golf Properties with a list of dead trees on the golf course that need to be cut down.

B. Utilities (reported by Gruss):

1. Yearly Test Results.
Samples were collected on April 24, 2024
 - BOD = 222.0 Mg/l.
 - Suspended Solids = 210.0 Mg/l.
 - PH = 8.3
 - Ammonia Nitrogen = 28.7 Mg/l.
 - Total Phosphorus = 8.15 Mg/l.
2. New box of printer paper is installed for use. Would like to try and find a different setup to put the printer, box of paper, and a catch box on.

C. Roads (reported by Johanen):

1. Speeding Deterrent:
With the past discussion of vehicles going faster than the posted 20 mph, Gruss reached out to get a quote for solar-powered speed limit signs; just doing some research. The price for 1 unit is for \$3,850 + shipping. Joswiak recommended buying temporary speed bumps instead for approximately \$100 each to deter speeding. Johanen will obtain pricing and forward to the board at the next meeting.
2. U6032 submitted a work order for cracks in the driveway. Johanen will follow up with the owner.

D. Buildings (reported by Brunner):

1. Project Work Requests:
Received and completed 5 Service Requests in April.
2. Gardner Company Roofing:
 - Nine (9) units were reroofed in April as forecasted, on time and within budget.
 - Units #501-502-503-504, #405-406-407-408, and #648
 - All unit owners chose the Gardner's insulation option, at time of reroofing, at their own expense.
 - Gardner's has been forthcoming to meet any and all warranty requirements within a timely manner.
3. Possibility of budget allowance of additional reroofing of SREA units prior to the end of fiscal year 2024; Gardner Company has scheduling needs. Possible reroofing of unit owner requested "older original" small roofing areas not completed in previous years projects (ie: Unit #6035 bay window/fireplace areas and Unit #511-512 flat garage roofs). All roofing requests will be prioritized with all roofing projects.
4. Brunner will contact the U416 owner regarding the need for painting of the garage door.

E. Secretary (reported by Vogts):

1. Welcome Packet emailed to the new owner of U624.
2. Four (4) phone messages left on association phone voicemail. Messages forwarded to appropriate director to take care of the issue.
3. Contacted the presidents of the Saddle Ridge Association (SRA) and The Forest to schedule an All Saddle Ridge board of directors meeting in the near future - no answer yet.
4. Corporate Transparency Act Update - Vogts submitted a revised report on April 24 adding all directors.

F. Treasurer (reported by Joswiak):

1. Routine Expenses:
 - Sewer and Water projected to be \$1,000 under budget
 - Lawn and Yard Maintenance projected to be \$6,700 over budget
 - Garbage and recycling projected to be \$8200 under budget
 - Building Repair and Maintenance projected to be \$1,000 over budget
 - Miscellaneous fees projected to be \$1,000 under budget
 - Carry over budget from last year is \$11,000 available toward budget
 - Projection for total Routine Expense is \$15,000 under budget for the fiscal year.
2. Reserve Expenses:
 - Remaining total budget:
 - Emergency Repair: \$10,000
 - Roof Replacement: \$22,000
 - Need to prioritize and plan for the spending remaining (suggest spending in August/September, if possible): \$32,000
 - Any road repairs needed this fiscal period?
 - \$348,000 needed to complete roofing projects reaching end of life in the next 16 months.
3. Motion made by Johanan to approve treasurer's report as presented; seconded by Turner; approved by all.

ACTUAL INCOME & EXPENSE BY QUARTER YEAR TO DATE 10/01/2023 - 04/30/2024

REVENUE					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1010	\$ 116,950.00	\$ 115,775.00	\$ 38,225.00		\$ 270,950.00
1020	\$ 799.19	\$ 275.00	\$ 25.00		\$ 1,099.19
1030	\$ 168.74	\$ 185.11			\$ 353.85
1034		\$ 459.44			\$ 459.44
1040					
1050					
1060					
1070					
Grand Total	\$ 117,917.93	\$ 116,694.55	\$ 38,250.00		\$ 272,862.48

Other Income					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1100	\$ (140,000.00)	\$ 65,000.00			\$ (75,000.00)
5010					
Grand Total	\$ (140,000.00)	\$ 65,000.00			\$ (75,000.00)

Budget 2023 - 2024	% of Budget	
Maintenance Dues (142 units @ \$275/month)	\$468,600	58%
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	53%

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

ROUTINE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
2100					
2101	\$ 10,577.76	\$ 10,577.76	\$ 3,525.92	\$	\$ 24,681.44
2102	\$ 22,255.32	\$ 22,255.32	\$ 7,418.44	\$	\$ 51,929.08
2103	\$ 14,123.25	\$ 14,123.25		\$	\$ 28,246.50
2104	\$ 20,307.13	\$ 7,116.49	\$ 2,476.75	\$	\$ 29,900.37
2105	\$ 14,001.00	\$ 14,001.00	\$ 6,167.00	\$	\$ 34,169.00
2106			\$ 80.00	\$	\$ 80.00
2107	\$ 7,500.00	\$ 7,517.50	\$ 2,500.00	\$	\$ 17,517.50
2108	\$ 11,228.35	\$ 10,453.87		\$	\$ 21,682.22
2109	\$ 1,655.31	\$ 1,759.47	\$ 637.64	\$	\$ 4,052.42
2110	\$ 6,479.01	\$ 4,688.75	\$ 1,115.52	\$	\$ 12,283.28
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	\$ 52.31	\$	\$ 451.38
2180	\$ 986.95	\$ 300.23	\$ 75.00	\$	\$ 1,362.18
2185					
2190					
Grand Total	\$ 109,446.27	\$ 93,588.95	\$ 24,104.58	\$	\$ 227,139.80

Portage Utilities Sewer	\$0	0%
Water Expense	\$42,486	58%
Sewer Expense	\$89,923	58%
Insurance Premium Payments	\$56,493	50%
Lawn & Yard Maintenance	\$39,720	75%
Mowing	\$56,003	61%
Tree Replacement	\$2,000	4%
Snow Removal	\$30,000	58%
Garbage & Recycling Pickup	\$42,000	52%
Street Light Expense - Electric	\$7,200	56%
Bldg Repair & Maintenance	\$24,000	51%
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	54%
Misc. Fees, Taxes, Etc	\$3,600	38%
Non Fee Based or Budget Carryover	\$11,000	0%
Cart Path	\$0	0%
	\$412,645	55%

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

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%

Beg Balance	\$ 147,434.88	\$ 142,706.54	\$ 25,812.14		\$ 147,434.88
Income	\$ 117,917.93	\$ 116,694.55	\$ 38,250.00	\$ -	\$ 272,862.48
Transfers/Sewer	\$ -	\$ (140,000.00)	\$ 65,000.00	\$ -	\$ (75,000.00)
Total Income	\$ 117,917.93	\$ (23,305.45)	\$ 103,250.00	\$ -	\$ 197,862.48
Routine Expense	\$ 109,446.27	\$ 93,588.95	\$ 24,104.58	\$ -	\$ 227,139.80
Reserve Expense	\$ 13,200.00	\$ -	\$ 88,480.00	\$ -	\$ 101,680.00
Total Expense	\$ 122,646.27	\$ 93,588.95	\$ 112,584.58	\$ -	\$ 328,819.80
End Balance	\$ 142,706.54	\$ 25,812.14	\$ 16,477.56		\$ 16,477.56

Income	\$519,333	38%
Expense	\$546,345	60%

V. OLD BUSINESS

A. Saddle Ridge Water Agreement:

Schumann discussed the agreement with Lukazs Lyzwa (GEC) and Atty. John Orton regarding the issue of a swimming pool and how we want to address it in the agreement. Changes have been made and will be sent to all associations for signature.

B. Cart Path:

The cart path sealant spray will probably be taking place soon. We are waiting to hear from Jerry Braun of a target date so we can advise people to avoid using it for 24 hours.

C. Mowing of Vacant Lots:

Mowing of the vacant lots started last week, but the weather continues to interrupt completion.

D. All Saddle Ridge Board of Director Meetings:

Vogts was approached by another Saddle Ridge condo association about holding periodic meetings during the year with all Saddle Ridge boards to discuss issues that affect all residents, not just a specific association. This idea would be similar to the Saddle Ridge Utilities Committee. The SREA board of directors is in agreement to having a minimum of one meeting a year. Vogts has received a reply to her email from SRA who is in agreement.

E. Any Other Old Business Items:

None.

VI. NEW BUSINESS

A. Rules & Regulations:

Vogts emailed all board members a draft copy of the proposed document. Schumann and Vogts will review it and bring it back to board for approval.

VII. ADJOURNMENT

Joswiak made a motion to adjourn. Meeting adjourned at 7:20 pm. Next meeting will be on June 10, 2024.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: June 10, 2024