

BOARD OF DIRECTORS MEETING

April 14, 2025

Bethlehem Lutheran Church
W8267 Hwy 33, Portage, WI 53901

MINUTES

Directors Present: Peggy Brunner, Calvin Gruss, Tom Joswiak, Winnie Schumann, Karl Turner, Vicki Vogts
Director Absent:

I. CALL TO ORDER - CERTIFY QUORUM:

Schumann called the meeting to order at 6:02 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 on April 8, 2025.

III. REVIEW MINUTES AND APPROVAL OF LAST MEETING MINUTES:

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

IV. DIRECTOR UPDATES:

A. Grounds (reported by Turner):

1. Work Requests - 2 work orders so far.
2. TRK is coming through the week of April 14th to do spring brush pick up. They are planning to put down the first application of fertilizer the week of April 21st.
3. There is plenty of dirt for planting, leftover from last year so won't be buying more this year.
4. Waiting to hear back from TRK as to when they will be starting the replacement of the retaining wall at unit 6012.
5. Turner is obtaining bids for lawn mowing and snowplowing from other contractors (TRK contract expires in October).

B. Buildings (reported by Brunner):

1. Work Requests - 2 pending completion, weather permitting.
2. Reroofing:
 - a. U6002 scheduled for April 15, 2025, and U668-670 scheduled for April 16, 2025.
 - b. Weather permitting and owners have been notified.
 - c. There may be enough money in the budget to do another building roof or roof repair projects this year.

3. Gutter Cleaning and Maintenance:
 - a. Gutter cleaning will again be coordinated with TRK's yard clean up.
 - b. Quarterly gutter cleaning of buildings surrounded by trees will be completed again this season - this initiative proved to be successful last summer.
4. U6018 is requesting to add a third stall to their two-car garage. Looking at the design plan, the exterior wall is within the 10-foot easement so it will be approved. On future additions, they will be considered on a case-by-case basis.

C. Roads (vacant):

1. Schumann said a crack is forming at the Court 6000 stop sign and needs cold patch to keep it from getting worse. Turner will contact the former roads director to see how much he has available.
2. Turner will contact George Greven to do a drone fly to record the current conditions of our roads prior to Gardner building on the vacant lots.
3. U6015 has requested a concrete parking pad next to their two-car concrete driveway in the front lawn. The board denied the request as written due to the possible stormwater flowage problem and aesthetics but are giving thoughts of another alternative to the request.

D. Utilities (reported by Gruss):

1. Getting ready to replace all of the panels - Lift Station 6 was done today. The check valves will be done at the same time but on a separate contract.
2. Lift Station 5's red light was on - Lucasz is aware of it. Country Plumber will be out to pump it.
3. The Utilities Committee will be meeting this Thursday, April 17.

E. Secretary (reported by Vogts):

1. No Welcome Packets were emailed to any new owners in March.
2. Five (5) phone messages were left on the association phone voicemail in March. Messages forwarded to the appropriate director to take care of the issues or calls returned by me.
3. The next Saddle Ridge Association Coalition meeting has been scheduled for Monday, August 25, at 5:30 pm, in the fellowship hall at Bethlehem Lutheran Church.
4. Shelley Drescher (SRA) and Vogts (SREA) are in charge of the 2025-2027 Saddle Ridge Resident Directory. It will be updated and ready to distribute for all Saddle Ridge association annual meetings in September. The maps need to be recreated by a graphic designer.
5. Continuing to go through all paperwork in the storage room regarding each condo unit and each building. Directors should give Vogts paperwork regarding condos and buildings so they can be properly filed away.
6. Vogts will send out an email to all owners asking for a volunteer to be appointed to the board and take over the Roads responsibilities.

F. Treasurer (reported by Joswiak):

1. Review and approval for March financials - SREA, Water and Sewer. Motion made to approve the financial report by Gruss; seconded by Vogts; all approved.
2. Review of financial impact analysis for SREA, Water and Sewer given the projected new units being built over the next three years. 35 units (15 duplexes and 5 individual homes) will eventually added to the SREA.

3. 2023-2024 Financial Audit Update. Joswiak is arranging for two SREA residents to do the audit possibly next week.

ACTUAL INCOME & EXPENSE BY QUARTER **YEAR TO DATE 10/01/2024 - 03/31/2025**

REVENUE				
Sum of DEPOSIT	Column Labels			
Row Labels	1	2	3	4 Grand Total
1010	\$ 128,759.00	\$ 125,700.00		\$ 254,459.00
1020	\$ 305.88			\$ 305.88
1030				
1034	\$ 343.92			\$ 343.92
1040				
1050				
1060				
1070	\$ 150.00	\$ 300.00		\$ 450.00
Grand Total	\$ 129,214.88	\$ 126,343.92		\$ 255,558.80

Other Income				
Sum of DEPOSIT	Column Labels			
Row Labels	1	2	3	4 Grand Total
1100	\$ (32,065.66)	\$ 12,938.25		\$ (19,127.41)
5010				
Grand Total	\$ (32,065.66)	\$ 12,938.25		\$ (19,127.41)

ROUTINE EXPENSE				
Sum of PAYMENT	Column Labels			
Row Labels	1	2	3	4 Grand Total
2100				
2101	\$ 10,835.76	\$ 10,835.76		\$ 21,671.52
2102	\$ 26,163.60	\$ 26,163.60		\$ 52,327.20
2103	\$ 12,934.34	\$ 12,938.25		\$ 25,872.59
2104	\$ 12,083.45	\$ 5,419.00		\$ 17,502.45
2105	\$ 14,001.00	\$ 14,001.00		\$ 28,002.00
2106	\$ 185.76			\$ 185.76
2107	\$ 7,500.00	\$ 7,500.00		\$ 15,000.00
2108	\$ 7,242.00	\$ 7,386.84		\$ 14,628.84
2109	\$ 1,925.50	\$ 1,929.62		\$ 3,855.12
2110	\$ 4,160.81	\$ 220.95		\$ 4,381.76
2120				
2130				
2140	\$ (18.00)			\$ (18.00)
2150	\$ 40.00			\$ 40.00
2160				
2170	\$ 164.24	\$ 174.27		\$ 338.51
2180	\$ 5,614.18	\$ 283.50		\$ 5,897.68
2185				
2190				
Grand Total	\$ 102,792.64	\$ 86,892.79		\$ 189,685.43

RESERVE EXPENSE				
Sum of PAYMENT	Column Labels			
Row Labels	1	2	3	4 Grand Total
3010				
3020				
3030				
3040				
3050				
3060				
3065				
3070				
3080	\$ 6,997.50			\$ 6,997.50
3085				
3090				
Grand Total	\$ 6,997.50			\$ 6,997.50

Beg Balance	\$ 33,194.98	\$ 27,551.56	\$ -	\$ 33,194.98
Income	\$ 129,214.88	\$ 126,343.92	\$ -	\$ 255,558.80
Transfers/Sewer	\$ (32,065.66)	\$ 12,938.25	\$ -	\$ (19,127.41)
Total Income	\$ 97,149.22	\$ 139,282.17	\$ -	\$ 236,431.39
Routine Expense	\$ 102,792.64	\$ 86,892.79	\$ -	\$ 189,685.43
Reserve Expense	\$ -	\$ 6,997.50	\$ -	\$ 6,997.50
Total Expense	\$ 102,792.64	\$ 93,890.29	\$ -	\$ 196,682.93
End Balance	\$ 27,551.56	\$ 72,943.44	\$ -	\$ 72,943.44

Budget 2024 - 2025 **% of Budget**

Maintenance Dues (142 units @ \$300/month)	\$511,200	50%
Insurance Premiums Due	\$51,771	1%
Shared Utilities - Qtrly	\$400	0%
Shared Electric Revenue Court 100	\$840	41%
Interest Income	\$0	
Sewer Hookup Fees	\$0	
Cart Path Donations	\$0	
Miscellaneous Income	\$0	
Total	\$564,211	45%

Transfer from CD/Money Market
Sewer Hookup Fees

\$0

Portage Utilities Sewer	\$0	0%
Water Expense	\$43,343	50%
Sewer Expense	\$104,654	50%
Insurance Premium Payments	\$51,771	50%
Lawn & Yard Maintenance	\$39,975	44%
Mowing	\$56,004	50%
Tree Replacement	\$2,000	9%
Snow Removal	\$30,000	50%
Garbage & Recycling Pickup	\$29,620	49%
Street Light Expense - Electric	\$7,920	49%
Bldg Repair & Maintenance	\$24,600	18%
Condo Power Washing	\$0	0
Legal Expense	\$6,000	0%
Office/Printing/Telephone	\$1,080	-2%
Bookkeeping Services/Audit	\$0	0%
Computer & Internet	\$300	0%
SRE Only Court 100 Street Lights	\$840	40%
Misc. Fees, Taxes, Etc	\$6,750	87%
Non Fee Based or Budget Carryover	\$6,000	0%
Cart Path	\$0	0%
Total	\$410,857	46%

Emergency Repairs/Maintenance	\$10,000	0%
Roof Replacement	\$133,114	0%
Road/Driveways	\$0	#DIV/0!
Painting	\$0	#DIV/0!
Siding Replacement	\$0	#DIV/0!
Replacement Water - All Assoc.	\$0	#DIV/0!
Replacement Sewer - All Assoc.	\$0	#DIV/0!
Unallocated Funds	\$0	#DIV/0!
Retaining Walls & Netting	\$15,000	47%
Non Fee Based or Budget Carryover	\$12,300	57%
Interest Savings on Reserve	\$0	0
Total	\$170,414	4%

Income **\$564,211** **42%**

Expense **\$581,271** **34%**

V. OLD BUSINESS

A. Saddle Ridge Board Coalition Meeting Summary:

1. **“Deer Tales” Distribution Follow Up:**
The “Deer Tales” newsletter has been distributed by email since January 2025. After a couple months, the bugs seem to be worked out and everyone is receiving it.
2. **Golf Cart Path:**
Gardner is working with the Wilsons’ attorney regarding the access issues involving the golf cart path.
3. **Alliant Energy - Operation/Closing Status:**
According to a www.wiscnews.com article dated December 15, 2024, Alliant Energy, MG&E and the Wisconsin Public Service Corporation will continue coal operations at the Columbia Energy Center south of Portage through 2029 after saying its coal burning units would be decommissioned by 2024 and later delaying the date to the end of 2026.
4. **Billing of Units Built, Occupation Permit Issued & Billing for Maintenance:**
Once the occupancy permit is issued, the applicable condo association will start being billed by the city for sewer service the following month. Gardner will not apply for the occupancy permit until the house is sold so we won’t be billed on an empty house. When a new unit is added, the applicable association will be billed the following month for the additional unit, but we won’t adjust the 6-month planned rate for everyone. New sewer rates started on October 1, 2024.
5. **Saddle Ridge Resident Directory 2025-2027:**
Since the SRA and SREA have most of the residents in Saddle Ridge, Drescher (SRA secretary) and Vogts (SREA secretary) will take charge of updating the directory since they have most of the information anyway. Druce will continue obtaining the ads which covers most of the cost of the directory printing. Directories will be available in late August so they can be distributed at the fall associations’ annual meeting.
6. **Saddle Ridge Corporation Update:**
Gardner sold two lots in the 300 court to be combined for a one-single family unit; the unit is being built by Lang Builders. The associations request to have Grothman’s engineer attend the next Utilities Committee meeting to answer questions on pump type and holding tanks regarding the maintenance, etc.
7. **Roads Committee (similar to the Utilities Committee):**
After some discussion, board members felt decisions on road maintenance will continue with each association. Any joint roads will be repaired and cost split with affected associations.
8. **Frontier Fiber Optics:**
Frontier has not been in contact with board members in Saddle Ridge since an agreement was signed a couple years ago. They may not be working in the Portage area anymore.

B. Any Other Old Business Items: None.

VI. NEW BUSINESS

A. Insurance Coverage of Added Sunrooms, Garage Bay, Decks, Parking Pads, etc., to the Original Structure:

An addendum will be added to the Executive Summary to notify all current SREA owners and future owners that anything added to the original condo structure will be at the owner's cost and will be maintained by the association. The additions are the owner's responsibility to insure privately.

B. Any Other New Business Items:

None.

VII. ADJOURNMENT

Gruss made a motion to adjourn. Meeting adjourned at 8:19 pm.

Next board meeting is scheduled for Monday, May 12, 2025, at 6:00 pm, at Bethlehem Lutheran Church fellowship hall.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: May 12, 2025