

Saddle Ridge Estates Association, LTD.

599 Saddle Ridge
Portage, WI 53901

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BOARD OF DIRECTORS MEETING

November 10, 2025

Bethlehem Lutheran Church
W8267 Hwy 33, Portage, WI 53901

MINUTES

Directors Present: Peggy Brunner, Tom Joswiak, Winnie Schumann, Karl Turner, Vicki Vogts
Directors Absent: Calvin Gruss
Visitor Present: Leslie Gruss (U507)

I. CALL TO ORDER - CERTIFY QUORUM:

Schumann called the meeting to order at 5:02 pm; quorum present.

II. POSTING OF NOTICE:

The meeting date was posted on the SREA website and "Deer Tales" community newsletter. Agenda was emailed to owners on November 3, 2025.

III. REVIEW MINUTES AND APPROVAL OF LAST MEETING MINUTES:

Motion made by Turner to approve the October minutes and seconded by Joswiak; approved by all.

IV. DIRECTOR UPDATES:

A. Grounds (reported by Turner):

1. Work Requests:
5 work orders since last meeting; 4 completed.
2. TRK Work:
TRK's plan for brush cleanup and fertilizing will be done in the next couple weeks - waiting for all of the leaves to fall. Phil is coordinating with TRK with getting the gutters cleaned out first. Since it's so late, we will be asking for a \$3,500 credit and not fertilize the lawn at this time. The credit can go toward our March billing.
3. Tree Maintenance:
Turner received a proposal from Hoffmann for \$1,028 (not including a couple more requests).
4. TruGreen:
Still waiting for TruGreen to let me know when they will come to check out the boundaries for fertilizing next year.

B. Buildings (reported by Brunner):

1. Work Request:
6 work requests submitted in October - 5 completed. 1 warranty concern scheduled for service with Gardner Company on November 11, 2025.
2. Gutter Cleaning:
Progressing slowly this season due to seasonally warm temperatures which delayed leaves and pine needles falling to the ground. A hard frost allows maximized leaf and needle falling. Phil Gavinski is waiting on maximum dropping before the final gutters/downspout/roof cleaning for the season. Unit owners have been informed by Brunner of the work in progress.

C. Roads (vacant):

No report.

D. Utilities (reported by Gruss's email):

1. LMS/Xylem was out October 22, 2025, to do pump maintenance on Lift Station 1 and 2. There was an issue with pump 1 VFD in the lift station, according to Jerry Hutzler (SWA). The tech from Xlyem thought he had the issue resolved but when Gruss did readings on November 1, 2025, he noticed that Lift Station 1's Pump 1 had not run since October 22, 2025. Xlyem will have someone back out here to look at the issue on Friday, November 14, 2025. Hutzler said he would be the point of contact due to Gruss being out of town for work this week. Gruss is holding back the payment for the pump maintenance until the issue is satisfactorily resolved. He also feels we should not be charged for Xylem to return this week.
2. The Country Plumber contracts for Lift Stations 1 and 2 jetting and pumping in June and October 2025. The jetting of Lift Station 6 in the 600s in June and October 2025. Inspect pumps and floats for Units 109-112 in May 2025. These will be returned to Country Plumber when Gruss gets back from his work trip.

E. Secretary (reported by Vogts):

1. One (1) Welcome Packets was emailed to a new owner in October.
2. Two (2) phone messages were left on the association phone voicemail in October; messages emailed to the appropriate director. The SREA phone has received five spam calls per day in the past week.
3. 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.

F. Treasurer (reported by Joswiak):

1. Review and approval for August financial reports:
Motion made to approve the October financial report by Schumann; seconded by Brunner; all approved.
2. External Audit of 2024-2025 being performed by Miller, Brussell, Ebben and Glaeske (MBEG) accounting firm will be done by mid-December. They will also audit some water and sewer transactions. We are in good standing with our statutory reserves.
3. Our water account CD at Associated Bank matured on November 6. To get a higher rate, we will transfer the money from Associated Bank to Community Bank (BWD).
4. Joswiak will be out of state from January 1 to March 31, 2026. Schumann will cover the treasurer's duties in his absence.

ACTUAL INCOME & EXPENSE BY QUARTER

YEAR TO DATE 10/01/2025 - 10/31/2025

REVENUE					
Sum of DEPOSIT	Column Labels	1	2	3	4 Grand Total
Row Labels					
1010	\$	42,980.00			\$ 42,980.00
1020	\$	742.11			\$ 742.11
1030					
1034					
1040					
1050					
1060					
1070					
Grand Total	\$	43,722.11			\$ 43,722.11

Other Income					
Sum of DEPOSIT	Column Labels	1	2	3	4 Grand Total
Row Labels					
1100					
5010					
Grand Total					

ROUTINE EXPENSE					
Sum of PAYMENT	Column Labels	1	2	3	4 Grand Total
Row Labels					
2100					
2101	\$	3,702.21			\$ 3,702.21
2102	\$	9,615.76			\$ 9,615.76
2103					
2104	\$	2,485.50			\$ 2,485.50
2105	\$	4,667.00			\$ 4,667.00
2106	\$	120.00			\$ 120.00
2107	\$	2,500.00			\$ 2,500.00
2108	\$	2,486.42			\$ 2,486.42
2109	\$	654.19			\$ 654.19
2110	\$	1,847.84			\$ 1,847.84
2120					
2130					
2140	\$	90.60			\$ 90.60
2150					
2160					
2170	\$	59.38			\$ 59.38
2180	\$	299.50			\$ 299.50
2185					
2190					
Grand Total	\$	28,528.40			\$ 28,528.40

RESERVE EXPENSE					
Sum of PAYMENT	Column Labels	1	2	3	4 Grand Total
Row Labels					
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	\$	64,778.27			\$	-	\$	64,778.27
Income	\$	43,722.11	\$	-	\$	-	\$	43,722.11
Transfers/Sewer	\$	-	\$	-	\$	-	\$	-
Total Income	\$	43,722.11	\$	-	\$	-	\$	43,722.11
Routine Expense	\$	28,528.40	\$	-	\$	-	\$	28,528.40
Reserve Expense	\$	6,997.50	\$	-	\$	-	\$	6,997.50
Total Expense	\$	35,525.90	\$	-	\$	-	\$	35,525.90
End Balance	\$	72,974.48	\$	-	\$	-	\$	72,974.48

Budget 2024 - 2025		% of Budget
Maintenance Dues (142 units @ \$307/month)	\$525,891	8%
Insurance Premiums Due	\$37,196	2%
Shared Utilities - Qtrly	\$400	0%
Shared Electric Revenue Court 100	\$840	0%
Interest Income	\$0	
Sewer Hookup Fees	\$0	
Cart Path Donations	\$0	
Miscellaneous Income	\$1,500	
	\$565,827	8%

Transfer from CD/Money Market		
Sewer Hookup Fees	\$0	

Portage Utilities Sewer	\$0	0%
Water Expense	\$44,661	8%
Sewer Expense	\$115,389	8%
Insurance Premium Payments	\$37,196	0%
Lawn & Yard Maintenance	\$43,927	6%
Mowing	\$63,747	7%
Tree Replacement	\$2,000	6%
Snow Removal	\$34,500	7%
Garbage & Recycling Pickup	\$30,827	8%
Street Light Expense - Electric	\$7,980	8%
Bldg Repair & Maintenance	\$25,215	7%
Condo Power Washing	\$0	0
Legal Expense	\$6,000	0%
Office/Printing/Telephone	\$1,080	8%
Bookkeeping Services/Audit	\$1,000	0%
Computer & Internet	\$150	0%
SRE Only Court 100 Street Lights	\$840	7%
Misc. Fees, Taxes, Etc	\$7,250	4%
Non Fee Based or Budget Carryover	\$32,000	0%
Cart Path	\$0	0%
	\$453,762	6%

Emergency Repairs/Maintenance	\$10,000	0%
Roof Replacement	\$134,065	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		#DIV/0!
Non Fee Based or Budget Carryover	\$12,000	0%
Interest Savings on Reserve	\$0	0
	\$156,065	4%

Income	\$565,827	8%
Expense	\$609,827	6%

V. OLD BUSINESS

A. U315-U316 Update:

Saddle Ridge Corporation (Darin Gardner) and/or Steinhaus need to correct the plat to reflect the merger of 315 & 316 correctly. It is not our responsibility, but Attorney Miller contacted Schumann to have it corrected.

B. SRE III:

SRC/Gardner is selling lots noting they are SRE III, but they are in The Forest. Schumann will contact Gardner regarding the changes needed.

C. Golf Cart Path:

Wilson built a fence across the golf cart path just past the SRC property line. Gardner is still working with Wilson's attorney to resolve the situation. The DNR is also involved due to the wetlands.

D. Violations of Rules & Regulations:

Joswiak will send U505 and U6026 a letter and/or have a verbal discussion with owners to clean up the items within the three feet limited common area and under their deck, respectively.

E. Any Other Old Business Items:

None.

VI. NEW BUSINESS

A. SRE III Lot Sales:

I am working on trying to get Darin to correct where he is identifying lots or units so they are not part of SREA.

B. Project Request Form Communication:

After some discussion, the following is the procedure on how the board will handle work requests:

Owners complete the online "Project Request Form" under FORMS on the SREA website. Once submitted, the completed form is sent to saddleridge139@gmail.com. Vogts will reply to the owner and copy the appropriate director stating the form has been received and the director will contact the owner directly regarding their project. This procedure updates how the online project request forms were handled in the past.

C. Any Other New Business Items:

None.

VII. ADJOURNMENT

Joswiak made a motion to adjourn. The meeting adjourned at 6:10 pm.

No monthly board meetings in December, January and February. Next board meeting is scheduled for Monday, March 9, 2026, at 5:00 pm, at Bethlehem Lutheran Church fellowship hall.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: March 9, 2026