

Saddle Ridge Estates Association, LTD.

599 Saddle Ridge
Portage, WI 53901

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BOARD OF DIRECTORS MEETING October 13, 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
Visitor Present: Sue Turner (U402)

I. CALL TO ORDER - CERTIFY QUORUM:

Schumann called the meeting to order at 5:01 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 October 6, 2025.

III. REVIEW MINUTES AND APPROVAL OF LAST MEETING MINUTES:

Motion made by Joswiak to approve the September minutes and seconded by Brunner; approved by all.

IV. DIRECTOR UPDATES:

A. Grounds (reported by Turner):

1. **Work Requests:**

3 work orders have been received.

2. **Tree Maintenance:**

Hoffman hopes to be here soon to decide what trees need to be trimmed or taken down this fall.

3. **Request for Shed:**

U207 is requesting to add a shed between their condo and detached garage. The board denied the request because sheds are not allowed in the limited common or common areas.

4. **Lawn Fertilizing:**

TruGreen plans to be here soon to scope out where they will be fertilizing.

5. **Retaining Wall:**
We received a bid for \$1,582 from Marquette Mowing & Landscaping for U6016.

B. Buildings (reported by Brunner):

1. **Work Request:**
6 Work Requests submitted, reviewed and completed in September.
 - a. 2 Project Requests submitted/SREA approved.
 - b. 2 outstanding cosmetic Gardner roof warranty concerns still pending.
2. **2026 Roofing Triage:**
The triage list will be developed this month, as our SREA Service Technician completes the Fall cleaning of roofs and gutters. To be approved at the November SREA board meeting.
3. **Power Washing of Condos:**
At the annual meeting, there was discussion about having condos power washed. SREA has not power washed condos for several years - owners are responsible for cleaning their siding, when needed. It was suggested that maybe volunteers do the work. The board will have owners clean their own condo exteriors due to potential liability of having volunteers do the work. Owners may ask a person to do the work or hire it done.
4. **Golf Court Netting:**
A couple years ago, the board voted that no new netting and maintenance of the existing netting will not be paid for by the association. If an owner wants to replace or repair the netting, it will be their responsibility with the board's approval.
5. **Golf Ball Siding Damage:**
The board voted to have all golf ball damage repaired at the end of the golf season instead of case by case all year. Once the golfing season ends in October, Gavinski will start replacing the siding. We will look at hit-resistant siding when frequently hit buildings come up for residing.
6. **Maintenance of Three-Foot Condo Area:**
Do we have any recourse for owners who do not maintain their three-foot area around their condo - weeds in landscaping, garbage cans, mattresses, broken furniture, etc.? It was suggested that we bring up potential violations at each meeting, send out violation warning letters to the violators giving them 30 days to comply, and if they do not take care of it, they will be fined. If still not taken care of, the owner will be fined every 30 days until it's done. Vogts will send out a blanket email to all owners listing the items that cannot be in the three-foot limited common area - recommended that owners take care of it while doing their fall clean up.

C. Roads (vacant):

Turner reported:

1. **Parking Pad:**
U636 wants to add a parking pad to the south end of their driveway. The owner will be responsible to obtain a bid, etc. The ground has to be leveled so stormwater does not run down U634's driveway. The bid and drawing will need to be approved by the board.
2. **Gap Fill:**
U6037 submitted a work request to fix a gap between the concrete garage floor and concrete apron. Turner will let her know that the SREA is not responsible to fill that gap. The owner could put paver sand in the crack and fill it with self-leveling concrete (with a caulk gun).

D. Utilities (reported by Gruss):

No report.

E. Secretary (reported by Vogts):

1. One (1) Welcome Packets was emailed to a new owner in September.
2. Two (2) phone messages were left on the association phone voicemail in September; messages emailed to the appropriate director.
3. The Annual Meeting highlight summary was emailed to owners on October 6.
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.

F. Treasurer (reported by Joswiak):

1. **Review and approval for August financial reports:**
Motion made to approve the September financial report, water financial report and sewer financial report by Gruss; seconded by Turner; all approved.

Review and determine how to allocate unused budget from last year to this year.

- Routine Expense: \$32,747
- Reserve Expense \$11,822
- Total Under Budget \$44,569 under budget

Carry over \$12,000 in the reserves (we already paid \$7,000 second half payment for the U6012 retaining wall) and carry over the \$32,000 to the routine budget but we are not going to use it to buffer the 30% increase in water and sewer from the City of Portage over the next two years.

Review Sewer Budget impacts with new REU Rate:
30% increase for 2026 and 2027 - then the rate increase will be done.

2. **Financial Audit:**
The SREA has an outside accounting firm do the financial audit every three years. An internal audit is done the other years. The cost will be about \$800-1,000.

ACTUAL INCOME & EXPENSE BY QUARTER YEAR TO DATE 10/01/2024 - 09/30/2025

REVENUE						
Sum of DEPOSIT	Column Labels	1	2	3	4	Grand Total
Row Labels						
1010	\$	128,759.00	\$ 125,700.00	\$ 129,900.00	\$ 126,342.00	\$ 510,701.00
1020	\$	305.88			\$ 36,453.69	\$ 36,759.57
1030				\$ 180.71	\$ 175.93	\$ 356.64
1034		\$ 343.92			\$ 338.08	\$ 682.00
1040						
1050						
1060						
1070	\$	150.00	\$ 300.00	\$ 1,500.00	\$ 1,200.00	\$ 3,150.00
Grand Total	\$	129,214.88	\$ 126,343.92	\$ 131,580.71	\$ 164,509.70	\$ 551,649.21

Other Income						
Sum of DEPOSIT	Column Labels	1	2	3	4	Grand Total
Row Labels						
1100	\$	(32,065.66)	\$ 12,938.25	\$ 60,000.00	\$ (27,897.00)	\$ 12,975.59
5010						
Grand Total	\$	(32,065.66)	\$ 12,938.25	\$ 60,000.00	\$ (27,897.00)	\$ 12,975.59

Budget 2024 - 2025		% of Budget
Maintenance Dues (142 units @ \$300/month)	\$511,200	100%
Insurance Premiums Due	\$51,771	71%
Shared Utilities - Qtrly	\$400	89%
Shared Electric Revenue Court 100	\$840	81%
Interest Income	\$0	
Sewer Hookup Fees	\$0	
Cart Path Donations	\$0	
Miscellaneous Income	\$0	
	\$564,211	98%

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

ROUTINE EXPENSE						
Sum of PAYMENT	Column Labels					
Row Labels	1	2	3	4	Grand Total	
2100						
2101	\$ 10,835.76	\$ 10,835.76	\$ 10,835.76	\$ 10,835.76	\$ 43,343.04	
2102	\$ 26,163.60	\$ 26,163.60	\$ 26,163.60	\$ 26,163.60	\$ 104,654.40	
2103	\$ 12,934.34	\$ 12,938.25	\$ 12,938.25	\$ 9,299.00	\$ 48,109.84	
2104	\$ 12,083.45	\$ 5,419.00	\$ 6,984.00	\$ 10,072.69	\$ 34,559.14	
2105	\$ 14,001.00	\$ 14,001.00	\$ 14,001.00	\$ 14,001.00	\$ 56,004.00	
2106	\$ 185.76		\$ 1,047.89	\$ 764.65	\$ 1,998.30	
2107	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 30,000.00	
2108	\$ 7,242.00	\$ 7,386.84	\$ 7,459.26	\$ 7,459.26	\$ 29,547.36	
2109	\$ 1,925.50	\$ 1,929.62	\$ 1,957.92	\$ 1,957.16	\$ 7,770.20	
2110	\$ 4,160.81	\$ 220.95	\$ 2,013.21	\$ 3,909.48	\$ 10,304.45	
2120						
2130						
2140	\$ (18.00)		\$ 129.65	\$ 548.21	\$ 659.86	
2150		\$ 40.00			\$ 40.00	
2160			\$ 181.90		\$ 181.90	
2170	\$ 164.24	\$ 174.27	\$ 163.79	\$ 169.07	\$ 671.37	
2180	\$ 5,614.18	\$ 283.50	\$ 328.47	\$ 379.00	\$ 6,605.15	
2185						
2190						
Grand Total	\$ 102,792.64	\$ 86,892.79	\$ 91,704.70	\$ 93,058.88	\$ 374,449.01	

Portage Utilities Sewer	\$0	0%
Water Expense	\$43,343	100%
Sewer Expense	\$104,654	100%
Insurance Premium Payments	\$51,771	93%
Lawn & Yard Maintenance	\$39,975	86%
Mowing	\$56,004	100%
Tree Replacement	\$2,000	100%
Snow Removal	\$30,000	100%
Garbage & Recycling Pickup	\$29,620	100%
Street Light Expense - Electric	\$7,920	98%
Bldg Repair & Maintenance	\$24,600	42%
Condo Power Washing	\$0	0
Legal Expense	\$6,000	0%
Office/Printing/Telephone	\$1,080	61%
Bookkeeping Services/Audit	\$0	0%
Computer & Internet	\$300	61%
SRE Only Court 100 Street Lights	\$840	80%
Misc. Fees, Taxes, Etc	\$6,750	98%
Non Fee Based or Budget Carryover	\$6,000	0%
Cart Path	\$0	0%
	\$410,857	91%

RESERVE EXPENSE						
Sum of PAYMENT	Column Labels					
Row Labels	1	2	3	4	Grand Total	
3010						
3020		\$ 134,445.00	\$ 17,150.00		\$ 151,595.00	
3030						
3040						
3050						
3060						
3065						
3070						
3080	\$ 6,997.50				\$ 6,997.50	
3085						
3090						
Grand Total	\$ 6,997.50	\$ 134,445.00	\$ 17,150.00		\$ 158,592.50	

Emergency Repairs/Maintenance	\$10,000	0%
Roof Replacement	\$133,114	114%
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	0%
Interest Savings on Reserve	\$0	0
	\$170,414	93%

Beg Balance	\$ 33,194.98	\$ 27,551.56	\$ 72,943.44	\$ 38,374.45	\$ 33,194.98
Income	\$ 129,214.88	\$ 126,343.92	\$ 131,580.71	\$ 164,509.70	\$ 551,649.21
Transfers/Sewer	\$ (32,065.66)	\$ 12,938.25	\$ 60,000.00	\$ (27,897.00)	\$ 12,975.59
Total Income	\$ 97,149.22	\$ 139,282.17	\$ 191,580.71	\$ 136,612.70	\$ 564,624.80
Routine Expense	\$ 102,792.64	\$ 86,892.79	\$ 91,704.70	\$ 93,058.88	\$ 374,449.01
Reserve Expense	\$ -	\$ 6,997.50	\$ 134,445.00	\$ 17,150.00	\$ 158,592.50
Total Expense	\$ 102,792.64	\$ 93,890.29	\$ 226,149.70	\$ 110,208.88	\$ 533,041.51
End Balance	\$ 27,551.56	\$ 72,943.44	\$ 38,374.45	\$ 64,778.27	\$ 64,778.27

Income	\$564,211	100%
Expense	\$581,271	92%

V. OLD BUSINESS

A. U315-U316 Update:

The additional document required for 315 Saddle Ridge was signed and notarized. It has been sent to the attorney for filing.

B. Annual Meeting Follow Up - Election of Officers:

All board members agreed to stay in their current roles. No one has come forward to fill the seventh seat on the board.

C. Golf Cart Path:

The homeowner at 7350 W. North Shore Drive built a fence across the golf cart path on Thursday. Saddle Ridge Corporation is the owner of the golf cart path. Darin Gardner has his attorney, surveyor, and town board who approved the building permit to put up a fence all involved. However, it seems Wilson took liberty with the placement of the fence - it is not approved as built. Darin will be revisiting with the Portage Country Club board.

D. Any Other Old Business Items:

None.

VI. NEW BUSINESS

A. Any Other New Business Items:

None.

VII. ADJOURNMENT

Joswiak made a motion to adjourn. The meeting adjourned at 6:45 pm.

Next board meeting is scheduled for Monday, November 10, 2025, at 5:00 pm, at Bethlehem Lutheran Church fellowship hall.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: November 10, 2025