

Saddle Ridge Estates Association, LTD

599 Saddle Ridge

Portage, WI 53901

Website: www.saddleridgeestates.net

Email: saddleridge139@gmail.com

(608) 742-6850

ANNUAL MEETING OF OWNERS

September 16, 2025

Bethlehem Lutheran Church, Portage, Wisconsin

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

CALL TO ORDER & CERTIFY QUORUM:

Schumann called the annual meeting to order at 6:00 pm. There was not a quorum present (32 units attending in person and 28 units attended by proxy) and the Agenda was posted in accordance with Wisconsin Statutes.

APPROVAL OF THE 2024 ANNUAL MEETING MINUTES

Barreau (U6012) made a motion to accept Minutes for September 17, 2024, as presented; seconded by Peloquin (U509); approved by all.

DIRECTOR REPORTS:

Schumann introduced current board members:

- Treasurer: Tom Joswiak
- Secretary: Vicki Vogts
- Buildings: Peggy Brunner
- Grounds: Karl Turner
- Roads: *vacant*
- Utilities: Calvin Gruss

These individuals are volunteers who serve on the board to serve the owners and residents of the SREA. They have given up their personal time to help make this community a better place.

Grounds

Turner reported:

- Received 34 project requests in the past budget year.
- **Trees:**
 - In November 2024, Hoffmann Tree Service removed 5 trees and pruned 3 trees - total cost of \$5,317.
 - In August 2025, a severe thunderstorm damaged trees and branches so 4 trees had to be removed - cost of \$2,850.
 - We plan to have Hoffman come in October 2025 to assess and remove trees, where needed.

- **TRK:**
 - SREA's current 3-year contract of lawn mowing and snow plowing is expiring this month.
 - Board voted to sign another 3-year contract with the following changes:
 - Pay per event instead of a flat fee for snow plowing and salting the roads.
 - Mowing will remain the same with 20 weekly mowings next year. More than 20 mowing will be done on a per mowing basis.
 - TRK will no longer be applying fertilizer; TruGreen will be providing that service. May save \$2,000.
 - TRK has fertilized the lawns twice this year and plans to do a third application in October.

Roads

No report given.

Buildings

Brunner reported:

- **Service Requests 2024-2025:**

Buildings received 62 service requests in the past budgeting year. 58 unit owner concerns have been addressed and completed in a timely, professional manner. Of the 4 open requests, 2 are warranty related issues waiting on company servicing and 2 will be reviewed by our SREA service technician (Phil Gavinski) and resolved soon. Depending upon weather, work requests were taken care within a week's time.
- **Triage System:**

SREA continues to utilize a "triage system" to determine which units are in the most need of reroofing. Phil Gavinski, is consistently assessing the conditions and needs of our roofs and gutters, as well as the structural integrity of unit chimneys, including caps and collars. His concerns are discussed with the SREA buildings director on a weekly basis.
- **Reroofing Projects:**

SREA contracted with the Gardner Company and supervised the reroofing of 7 buildings, totaling 13 units. Each individual unit owner was given the opportunity to privately contract with Gardner Company, at the time of reroofing, for attic insulation. Gardner Company continues to utilize the highest standard of materials, technology and craftsmanship available in our market, with competitive pricing. Pricing did go up from last year but due to Gardner giving us a heads up, we benefited from it. Gardner Company offers a 10-year company warranty on completed projects. Atlas Shingles are installed on all reroofed units, which carry a 45-year warranty supplied by the manufacturer. Warranty certificates are filed in each condo unit's file by the SREA secretary.
- **Gutter Guards:**

SREA does not install gutter guards, especially condos under pine trees. The pollen and needs can still get under the screen and then Phil has to take off the guard to clean the gutter. For some condos, the gutter is cleaned out every other month due to the pine trees.

Utilities

Gross reported:

- No emergency repairs this budget year. People have been good about no baby wipes in the toilets.
- Planned Maintenance:
 - Lift Station #2-6 - update relays
 - Lift Station #2 - new check valves
 - Lift Station #5 - new breakers and underground supply wiring

Secretary

Vogts reported:

- SREA's Tracfone received 41 calls since September 18, 2024, through today; 12 callers left no message and 29 were forwarded to the appropriate director to respond.
- Contacting a board member is faster by email.
- Owners need to let the SREA know of any contact information changes, especially for email addresses.
- "Deer Tales" is emailed to all SREA owners each month with few problems. If your phone number changes, Vogts will contact next month's editor.
- The 2025-2027 Resident Directory was delivered to all SREA residents on August 20. If you sell your condo, please give your directory to the new owner.
- Continue to organize the storage room; maintain a file system for each condo and each building regarding maintenance, etc.

Treasurer:

Joswiak reported:

2024-2025 Fiscal Year Budget Highlights:

- Routine Expenses approximately \$32,400 under budget:
 - \$6,000 carry over from previous year
 - Lawn & Yard maintenance under budget \$7,600
 - Building Repair & Maintenance under budget \$13,000
 - Legal Fees under budget \$4,500
 - Other miscellaneous variances
- Reserve expenses approximately \$5,000 under budget:
 - \$12,000 carry over from previous year
 - \$10,000 from unused budget (emergency repairs)
 - Due to a storm a month ago, we had to spend \$17,200 on roofing U613/615 from a branch causing a hole in the garage.

2025-2026 Fiscal Year Budget:

- Routine Expense Budget Changes:
 - Sewer cost increase of \$10,700 = \$6.28 per unit per month due to the City of Portage increasing usage rate by 40% this year
 - Water cost increase of \$1,300 = \$0.76 per unit per month
 - Lawn & Yard Maintenance increase of \$4,000
 - Mowing increase \$7,700
 - Snow Removal increase \$4,500
 - Garbage & Recycling pick-up increase of \$1,200
 - Building Repair & Maintenance increase of \$600
 - Bookkeeping Service increase \$1,000
 - Taxes increase of \$500

- Reserve Expenses:
 - Roofing increase of \$1,000
 - Siding and Retaining Wall decrease of \$14,000
- Revenue:
 - Maintenance Dues increase of \$11,928 = \$7 per unit per month to \$307 per month
 - Condo Transfer Fee increase \$1,500
 - 1 additional unit for 9 months (U315) of \$2,763 - this additional unit will probably not be happening in the next year but it's in the budget anyway.
- Other Future Years Budget Impacts:
 - Baseline plan is to increase dues by 2.5% year after year for inflation = impact is about \$8 per unit per month
 - Portage sewer costs will increase by at least 25% for each of the next 4 years beyond this year. Impact of sewer and water expenses equals approximately \$6 per unit per month.

Cash Balances:

- Approximately \$167,000 in cash available - will be discussing allocating some of these funds for capital reserve spending.
- Current certificates of deposit of \$111,753 and \$174,881 are Statutory Reserves - can be used but must be paid back to the statutory savings within 3 years.
- The sewer fund has \$135,429 available for Reserves - about \$250,000 is invested in CDs.
- The water fund has \$219,166 available for Reserves.

President:

Schumann reported:

- We've been blessed with a pretty uneventful year with the exception of the recent storm that took down some trees and did damage to one roof.
- The board members have been very watchful of the budget and were still able to accomplish what was needed. That frequently meant doing the right thing and not a patch job that in a matter of time, we'd be revisiting.
- Thank you to our volunteers that do the things that make this a wonderful community, such as the tree committee. Even if you stop and pick up a piece of trash left behind, that is what makes this community beautiful.
- I wish to thank the board members for their willingness to give up their personal time for the good of the community. They've done an excellent job!
- We have an open position and would like to see someone volunteer to help with our continued efforts to be successful. It's a wonderful opportunity to learn, be part of a dedicated team and make a difference in the community.
- Please be vigilant about checking your personal email for information from the Board. We save a lot of money and time this way plus get information to you more timely.

ELECTION OF BOARD OF DIRECTOR MEMBERS:

- Director positions expiring this year: Brunner, Gruss, and Turner
- Vacant director position: Roads
- Motion made by Barreau (U6012) to automatically re-elect them the incumbent directors; B. Esser (U308) second motion; all approved. Peggy Brunner, Calvin Gruss and Karl Turner were elected to another three-year term on the board.
- The board will appoint a person to the vacant seat on the board in the future.
- The board of directors will elect officers at the October 13, 2025, monthly board meeting.

QUESTIONS OR COMMENTS BY OWNERS:

- Brzezinski (U506) asked what day they will mow? Turner stated it will change to Wednesday in 2026.
- Steinhaus (U6035) asked what type of weed and feed is being used? Turner stated it is a fast-acting fertilizer that will not harm animals.
- Steinhaus (U6035) - Gardner was at his condo in the spring to look at the roof over the fireplace and bow window. Gardner has not taken care of the problem. Brunner will follow up on it.
- Barreau (U6012) - Is the Utilities Committee still meeting? Gruss stated "yes". Are the other associations putting money away for future replacement? Gruss stated "yes". Schumann stated the spreadsheet that showed life expectancy created by Barreau is still being used by the committee. Lukasz Lyzwa from General Engineering is still on the committee.
- Barreau (U6012) - Under Line 21 Sewer Expenses. According to the internet, the City of Portage's sewer increase is projected up 40% then 30% then 30% increases - Joswiak stated that is true. Under "Siding Expense" line item - we are not budgeting for any siding projects for the next year? Joswiak stated "yes". If something comes up, we will pull the money from roofing.
- Beahm (U307) - Lawn mowing and snow plowing. Did we obtain more than one quote for the service? Yes, many lawn mowing companies cannot handle a large property like SREA. MOST would give us a quote. We did change the contract with TRK to paying per event on snowplowing and pay for 20 mowings a year then paying per event.
- Beahm (U307) - Is our association in charge of the golf path? Schumann stated that Gardner, owner of Saddle Ridge Corporation, is the owner and is in charge of the maintenance of it at this time. He does look to our association to assist.
- Brzezinski (U506) - SREA stopped power washing the siding a few years ago. There is a lot of green on the SREA storage buildings near the second entrance and looks bad. Can we use the extra money to power wash some of the siding? After much discussion, it was decided that Vogts would send out an email asking for volunteers to power wash units and volunteers to help residents who are unable to maintain their three-foot area around their condo. The board will discuss it at the next board meeting - did anyone volunteer, is there a liability issue, etc.?
- Beahm (U307) - Who is responsible for the flag at the main entrance? All of the associations share in the cost of replacing the flag. Who is in charge of lowering the flag when required? Dennis Allen is the contact person. We will add it to the agenda for the next Saddle Ridge board coalition meeting.

ADJOURNMENT:

Vogts (U406) made a motion to adjourn the meeting; Barreau (U6012) seconded; all approved. The meeting ended at 6:58 pm.

Respectfully submitted,

Vicki Vogts

SREA Secretary

Approved: September 15, 2026