

Saddle Ridge Estates Association, LTD.

599 Saddle Ridge
Portage, WI 53901

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BOARD OF DIRECTORS MEETING September 8, 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: Leslie Drangstveit-Gruss (U507)

I. **CALL TO ORDER - CERTIFY QUORUM:**

Schumann called the meeting to order at 5:13 pm; quorum present.

II. **POSTING OF NOTICE:**

The meeting date was posted on the SREA website and "Deer Tales" community newsletter (incorrectly) so email was sent to all owners with the correct meeting date. Agenda was emailed to owners on September 1, 2025.

III. **REVIEW MINUTES AND APPROVAL OF LAST MEETING MINUTES:**

Motion made by Brunner to approve the August minutes with suggested modifications seconded by Gruss; approved by all.

IV. **DIRECTOR UPDATES:**

A. **Grounds** (reported by Turner):

1. **Work Requests:**
3 work orders received.
2. **Damage from August 16 Storm:**
Hoffmann removed 5 trees - the total amount paid for their service was just over \$2,800. A limb also fell and left a hole in the garage roof at U613.
3. A "french drain" will be installed at U502 in the near future due to pooling of water in the driveway.
4. U105 inquired about having a bent over apple tree removed from front of their unit. The board decided to not remove the healthy tree at this time.

5. **Golf Cart Pad & Garage:**
U636 wants a golf cart parking pad to be installed where the tree was removed after the storm. The board will not approve until we are assured that stormwater will not pool in the driveway or run down U634's driveway and cause other future issues.

Owners also are considering adding a golf cart garage to the south end of the current two-car garage. The board is concerned it will be too close to U634 driveway and will the lawn mowers be able to easily get behind the garage to mow. No board action taken at this time until more information can be obtained by owners.
6. **Lawn Fertilizing/Weed Maintenance in Stormwater Ditches:**
Since TRK didn't mow lawn this week due to dry conditions, they will do fall lawn fertilizing and weed clearing and spraying in stormwater ditches.
7. **U6010 Retaining Wall**
Turner reported that TRK ordered the retaining wall bricks and is planning to install it around September 18. Paid 50% down payment on this project in April or May. We were told it would be done in early August.
8. We will continue to have Phil weed whack inside of the Generac generator enclosure in Court 1. It was recommended that he do it 2-3 times per year.
9. Turner reported that we have not received the signed lawn mowing and snow removal contract back from TRK to date.

B. Buildings (reported by Brunner):

1. **Work Request:**
7 Work Requests submitted for August; all completed.
 - 2 Project Requests were submitted to the SREA Board. Both reviewed and approved.
 - 1 Service Request submitted for power washing of mold on the unit exterior near the patio. Board denied because power washing exterior is at unit owner expense.
2. U613/615 was reroofed due to August 16 storm damage.
3. Vogts will send out the annual fireplace inspection reminder email to all owners who have wood-burning fireplaces in their condo. The deadline to reply will be September 20.

C. Roads (vacant):

No report.

D. Utilities (reported by Gruss):

1. Gruss replaced the duty pump motor/pump coupler over the Labor Day weekend. He has been talking to Lucasz Lywaz (GEC) about possibly using a more expensive coupler to not replace it so often. The couplers we currently use now are about \$20 (last 5-6 months). Lucasz replied back during the meeting and estimated the "beefier" coupler will cost about \$200 + shipping. Board decided to continue using the current coupler for now and will ask Lucasz to purchase three couplers to keep on hand.
2. As Gruss was out taking readings on September 6, he noticed the net by Lift Station #1 has a broken post (one closest to the path). We will take down the broken post and not replace it for now because stray balls from the golf course have not been found around it.

E. Secretary (reported by Vogts):

1. Two (2) Welcome Packets were emailed (1) and mailed (1) to new owners in August.
2. Nine(9) phone messages were left on the association phone voicemail in August; messages emailed to the appropriate director.
3. Vogts hand delivered the new 2025-2027 Saddle Ridge Resident Directory to SREA residents on August 20. When any future changes are needed regarding condo ownership or resident's phone number, Vogts will contact the "Deer Tales" editor for it to be included in the next edition.
4. The Annual Meeting mailing was hand delivered to owners living in their unit or mailed to the owners who do not live in their unit on August 25.
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 August financial report by Turner; seconded by Vogts; all approved. We are currently under budget. We should have a little over \$35,000 to carryover to next budget year (possibly retain \$10,000 for expenses and move \$25,000 to reserves).
2. Joswiak emailed to each owner their portion of the general insurance. The amount will be automatically through ACH on September 25.
3. Joswiak and Schumann have handled several mortgage information forms recently. SREA charges one month of maintenance fee (\$300) at closing. As of October 1, it will increase to \$307.

ACTUAL INCOME & EXPENSE BY QUARTER **YEAR TO DATE 10/01/2024 - 07/31/2025**

REVENUE						
Sum of DEPOSIT	Column Labels	1	2	3	4	Grand Total
Row Labels						
1010	\$	128,759.00	\$ 125,700.00	\$ 129,900.00	\$ 42,000.00	\$ 426,359.00
1020	\$	305.88				\$ 305.88
1030				\$ 180.71		\$ 180.71
1034		\$ 343.92			\$ 338.08	\$ 682.00
1040						
1050						
1060						
1070	\$	150.00	\$ 300.00	\$ 1,500.00		\$ 1,950.00
Grand Total	\$	129,214.88	\$ 126,343.92	\$ 131,580.71	\$ 42,338.08	\$ 429,477.59

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		\$ 40,872.59
5010						
Grand Total	\$	(32,065.66)	\$ 12,938.25	\$ 60,000.00		\$ 40,872.59

Budget 2024 - 2025		% of Budget
Maintenance Dues (142 units @ \$300/month)	\$511,200	83%
Insurance Premiums Due	\$51,771	1%
Shared Utilities - Qtrly	\$400	45%
Shared Electric Revenue Court 100	\$840	81%
Interest Income	\$0	
Sewer Hookup Fees	\$0	
Cart Path Donations	\$0	
Miscellaneous Income	\$0	
	\$564,211	76%

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	\$ 3,611.92	\$ 36,119.20
2102	\$ 26,163.60	\$ 26,163.60	\$ 26,163.60	\$ 8,721.20	\$ 87,212.00
2103	\$ 12,934.34	\$ 12,938.25	\$ 12,938.25		\$ 38,810.84
2104	\$ 12,083.45	\$ 5,419.00	\$ 6,984.00	\$ 2,425.39	\$ 26,911.84
2105	\$ 14,001.00	\$ 14,001.00	\$ 14,001.00	\$ 4,667.00	\$ 46,670.00
2106	\$ 185.76		\$ 1,047.89		\$ 1,233.65
2107	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 2,500.00	\$ 25,000.00
2108	\$ 7,242.00	\$ 7,386.84	\$ 7,459.26	\$ 2,486.42	\$ 24,574.52
2109	\$ 1,925.50	\$ 1,929.62	\$ 1,957.92	\$ 653.29	\$ 6,466.33
2110	\$ 4,160.81	\$ 220.95	\$ 2,013.21	\$ 1,138.73	\$ 7,533.70
2120					
2130					
2140	\$ (18.00)		\$ 129.65	\$ 98.83	\$ 210.48
2150		\$ 40.00			\$ 40.00
2160			\$ 181.90		\$ 181.90
2170	\$ 164.24	\$ 174.27	\$ 163.79	\$ 57.09	\$ 559.39
2180	\$ 5,614.18	\$ 283.50	\$ 328.47	\$ 154.00	\$ 6,380.15
2185					
2190					
Grand Total	\$ 102,792.64	\$ 86,892.79	\$ 91,704.70	\$ 26,513.87	\$ 307,904.00

Portage Utilities Sewer	\$0	0%
Water Expense	\$43,343	83%
Sewer Expense	\$104,654	83%
Insurance Premium Payments	\$51,771	75%
Lawn & Yard Maintenance	\$39,975	67%
Mowing	\$56,004	83%
Tree Replacement	\$2,000	62%
Snow Removal	\$30,000	83%
Garbage & Recycling Pickup	\$29,620	83%
Street Light Expense - Electric	\$7,920	82%
Bldg Repair & Maintenance	\$24,600	31%
Condo Power Washing	\$0	0
Legal Expense	\$6,000	0%
Office/Printing/Telephone	\$1,080	19%
Bookkeeping Services/Audit	\$0	0%
Computer & Internet	\$300	61%
SRE Only Court 100 Street Lights	\$840	67%
Misc. Fees, Taxes, Etc	\$6,750	95%
Non Fee Based or Budget Carryover	\$6,000	0%
Cart Path	\$0	0%
	\$410,857	75%

RESERVE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
3010					
3020		\$ 134,445.00			\$ 134,445.00
3030					
3040					
3050					
3060					
3065					
3070					
3080	\$ 6,997.50				\$ 6,997.50
3085					
3090					
Grand Total	\$ 6,997.50	\$ 134,445.00			\$ 141,442.50

Emergency Repairs/Maintenance	\$10,000	0%
Roof Replacement	\$133,114	101%
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	83%

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	\$ 42,338.08	\$ 429,477.59
Transfers/Sewer	\$ (32,065.66)	\$ 12,938.25	\$ 60,000.00	\$ -	\$ 40,872.59
Total Income	\$ 97,149.22	\$ 139,282.17	\$ 191,580.71	\$ 42,338.08	\$ 470,350.18
Routine Expense	\$ 102,792.64	\$ 86,892.79	\$ 91,704.70	\$ 26,513.87	\$ 307,904.00
Reserve Expense	\$ -	\$ 6,997.50	\$ 134,445.00	\$ -	\$ 141,442.50
Total Expense	\$ 102,792.64	\$ 93,890.29	\$ 226,149.70	\$ 26,513.87	\$ 449,346.50
End Balance	\$ 27,551.56	\$ 72,943.44	\$ 38,374.45	\$ 54,198.66	\$ 54,198.66

Income	\$564,211	83%
Expense	\$581,271	77%

V. OLD BUSINESS

- A. Proposed Amendment to SREA Condo Documents (U315-U316) Update:**
Our attorney, John Miller, got back to Schumann with the modified document to correctly reflect what the members voted to approve for U315. Schumann, Steinhauses and Darin Gardner need to sign it.
- B. Annual Meeting Planning:**
Directors need to send Vogts their reports by September 14. Vogts has two people lined up to cover the registration desk. Set up will be at 5:00.
- C. 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 6:25 pm.

SREA Annual Meeting is scheduled for Tuesday, September 16, at 6:00 pm, at Bethlehem Lutheran Church fellowship hall.

Next board meeting is scheduled for Monday, October 13, 2025, at 5:00 pm, at Bethlehem Lutheran Church fellowship hall.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: October 13, 2025