

Saddle Ridge Estates Association, LTD.

599 Saddle Ridge
Portage, WI 53901

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BOARD OF DIRECTORS MEETING

June 8, 2026

Bethlehem Lutheran Church
W8267 Hwy 33, Portage, WI 53901

MINUTES

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

Directors Absent: Peggy Brunner

Visitor Present: Leslie Gruss (U507)

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

Schumann called the meeting to order at 5:05 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 June 2, 2026.

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

Motion made by Turner to approve the May 11 minutes and seconded by Schumann; approved by all.

IV. **DIRECTOR UPDATES:**

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

1. Work Requests:

3 work orders received since last meeting.

2. TruGreen:

Returned a couple times to finish fertilizing areas they missed. We have not received their invoice yet.

3. Trapping Critters:

Gave a gift card to Phil Buzzell for trapping ground hogs.

4. Tree Removal:

Hoffmann's equipment is now fixed so they will be cutting down 8 trees behind U309 and U312 (2 on the golf course) for \$4,220. Received two estimates and Hoffmann was \$1,000 less than other company. Hoffmann will remove the dead tree on the golf course (cut down and completely remove) by U412 for \$1,100; since they are already here, we will have the tree behind U6027 taken down too.

B. Buildings (reported by Brunner):

Work Request:

6 service requests received - 2 completed and 4 outstanding.

C. Roads (vacant):

No report.

D. Utilities (reported by Gruss):

1. The bad water valve in front of U840 in the SRA has been replaced. The black top still needs to be replaced. Sent Lukasz at General Engineering a message regarding this issue.

2. Duty Pumps:

We are still running on the demand pumps. Sent Lukasz at General Engineering a message regarding this issue and an update on a duty pump motor upgrade to meet future needs.

E. Secretary (reported by Vogts):

1. One (1) Welcome Packet was emailed to a new owner in May. From now on, Vogts will add "hot buttons" to the body of the text sent to new owners.

2. Directors who observe a rule violation will notify the owner by the SREA email immediately.

3. Received a copy of the Lease Agreement for new renters in U612.

4. Since the last meeting, three (3) messages were left on the SREA phone voicemail; Vogts responded to messages or forwarded to the appropriate director. We received 8 missed calls that left no message.

5. Vogts is continuing to go through all paperwork in the storage room regarding each condo unit and each building. Directors should give her all paperwork regarding condos and buildings so they can be properly filed away.

F. Treasurer (reported by Joswiak):

1. Review and approval of last month's financial reports:

We are currently \$17,000 under budget. Motion made by Vogts to approve the May financial reports; seconded by Gruss; all approved.

2. 2026-2027 Budget:

Joswiak will have a preliminary budget ready for the July board meeting. Let him know of exceptions a director would like outside of the current budget process. The budget needs to be ready for final approval at the August board meeting. We may need to raise our monthly maintenance fee to cover the increase in sewer costs.

3. Insurance Policy Follow Up:

Joswiak would like to have Sean Malone, our State Farm Insurance agent, come to our next board meeting. Vogts sent an email requesting him to attend our July 13 meeting.

ACTUAL INCOME & EXPENSE BY QUARTER
YEAR TO DATE 10/01/2025 - 05/31/2026

REVENUE					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1010	\$ 130,475.00	\$ 130,476.00	\$ 86,574.00		\$ 347,525.00
1020	\$ 742.11				\$ 742.11
1030			\$ 192.87		\$ 192.87
1034	\$ 42.78	\$ 288.02			\$ 330.80
1040					
1050		\$ -			\$ -
1060					
1070	\$ 1,795.28	\$ 921.00	\$ 307.00		\$ 3,023.28
Grand Total	\$ 133,055.17	\$ 131,685.02	\$ 87,073.87		\$ 351,814.06

Other Income					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1100	\$ 9,299.00	\$ 9,299.00			\$ 18,598.00
5010					
Grand Total	\$ 9,299.00	\$ 9,299.00			\$ 18,598.00

ROUTINE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
2100					
2101	\$ 11,106.63	\$ 11,106.63	\$ 7,404.42		\$ 29,617.68
2102	\$ 28,847.28	\$ 28,847.28	\$ 19,231.52		\$ 76,926.08
2103	\$ 9,299.00	\$ 9,299.00	\$ 11.10		\$ 18,609.10
2104	\$ 2,638.09	\$ 4,098.24	\$ 5,982.40		\$ 12,718.73
2105	\$ 4,667.00	\$ 8,440.00	\$ 16,880.00		\$ 29,987.00
2106	\$ 120.00		\$ 884.78		\$ 1,004.78
2107	\$ 17,092.50	\$ 26,692.50			\$ 43,785.00
2108	\$ 7,459.26	\$ 7,606.94	\$ 5,184.53		\$ 20,250.73
2109	\$ 1,962.30	\$ 1,980.93	\$ 1,315.76		\$ 5,258.99
2110	\$ 3,356.39	\$ 668.69	\$ 2,302.56		\$ 6,327.64
2120					
2130		\$ 485.00			\$ 485.00
2140	\$ 330.08				\$ 330.08
2150	\$ 925.00	\$ 50.00			\$ 975.00
2160					
2170	\$ 161.70	\$ 197.99	\$ 143.92		\$ 503.61
2180	\$ 6,359.75	\$ 246.00	\$ 240.00		\$ 6,845.75
2185					
2190					
Grand Total	\$ 94,324.98	\$ 99,719.20	\$ 59,580.99		\$ 253,625.17

RESERVE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
3010					
3020		\$ 131,130.00			\$ 131,130.00
3030	\$ 700.00				\$ 700.00
3040					
3050					
3060					
3065					
3070					
3080	\$ 6,997.50				\$ 6,997.50
3085					
3090					
Grand Total	\$ 7,697.50	\$ 131,130.00			\$ 138,827.50

Beg Balance	\$ 64,778.27	\$ 105,109.96	\$ 146,374.78		\$ 64,778.27
Income	\$ 133,055.17	\$ 131,685.02	\$ 87,073.87	\$ -	\$ 351,814.06
Transfers/Sewer	\$ 9,299.00	\$ 9,299.00	\$ -	\$ -	\$ 18,598.00
Total Income	\$ 142,354.17	\$ 140,984.02	\$ 87,073.87	\$ -	\$ 370,412.06
Routine Expense	\$ 94,324.98	\$ 99,719.20	\$ 59,580.99	\$ -	\$ 253,625.17
Reserve Expense	\$ 7,697.50	\$ -	\$ 131,130.00	\$ -	\$ 138,827.50
Total Expense	\$ 102,022.48	\$ 99,719.20	\$ 190,710.99	\$ -	\$ 392,452.67
End Balance	\$ 105,109.96	\$ 146,374.78	\$ 42,737.66	\$ -	\$ 42,737.66

Budget 2025 - 2026		% of Budget
Maintenance Dues (142 units @ \$307/month)	\$525,891	66%
Insurance Premiums Due	\$37,196	2%
Shared Utilities - Qtrly	\$400	48%
Shared Electric Revenue Court 100	\$840	39%
Interest Income	\$0	
Sewer Hookup Fees	\$0	
Cart Path Donations	\$0	
Miscellaneous Income	\$1,500	
	\$565,827	62%

Transfer from CD/Money Market
Sewer Hookup Fees

\$0

Portage Utilities Sewer	\$0	0%
Water Expense	\$44,661	66%
Sewer Expense	\$115,389	67%
Insurance Premium Payments	\$37,196	50%
Lawn & Yard Maintenance	\$43,927	29%
Mowing	\$63,747	47%
Tree Replacement	\$2,000	50%
Snow Removal	\$34,500	127%
Garbage & Recycling Pickup	\$20,827	66%
Street Light Expense - Electric	\$7,980	66%
Bldg Repair & Maintenance	\$25,215	25%
Condo Power Washing	\$0	0
Legal Expense	\$6,000	8%
Office/Printing/Telephone	\$1,080	31%
Bookkeeping Services/Audit	\$1,000	0%
Computer & Internet	\$150	0%
SRE Only Court 100 Street Lights	\$840	60%
Misc. Fees, Taxes, Etc	\$7,250	94%
Non Fee Based or Budget Carryover	\$32,000	0%
Cart Path	\$0	0%
	\$453,762	56%

Emergency Repairs/Maintenance	\$10,000	0%
Roof Replacement	\$134,065	98%
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	89%

Income	\$565,827	65%
Expense	\$609,827	64%

V. OLD BUSINESS

A. SREA Rules & Regulations:

The board made three updates to the Rules & Regulations (July 2024):

6. STRUCTURAL CHANGES:

A unit owner shall not, without first obtaining the written consent of the SREA, make or permit to be made, any structural alterations or changes to the unit or the exterior of the building, common or limited common areas or facilities. **When a unit owner wishes to make structural changes to the exterior of their unit (e.g., windows, exterior doors, decks, etc.), the unit owner is required to complete a "Project Request Form" on the SREA website (<https://www.saddleridgestates.net/forms/>) two weeks prior to the start of the work.** Requests must include drawings, dimensions, material lists and must conform to existing appearances of the unit.

8. TRASH & RECYCLING COLLECTION:

Each unit has been given a dark gray trash container as well as a blue recycle container, to be stored in your garage. Pickup is every Monday for refuse and every other Monday for recycling. The refuse/recycling may be picked up any time after 7:00 AM, so please have your containers out by that time. Be sure to place your containers at least a minimum of 5 feet from your mailbox and on recycling day, place your two containers at least a minimum of 3 feet apart from each other. **Please remember to take your empty containers in at night and place them in your garage out of sight. Do not leave them out by the road. Do not leave them outside your garage.** We try to keep all our areas in a good-looking manner for us, as well as our visitors. All trash and recycling must be placed inside the containers only. Anything sitting outside the container will not be picked up. If your neighbor has room in his/her container and you are overflowing, please put extras in their container. ~~Garbage must not be placed outside the night before pickup because of the presence of wildlife that may overturn, tear open the containers and scatter the contents.~~ If your container tips over for any reason and contents are scattered, you are responsible for cleaning it up. If a holiday falls on Monday, pickup will be on Tuesday.

27. WATERING POLICY:

To conserve water and to exercise prudent management of resources, the board may, at its discretion, establish a watering policy for unit owners of the SREA. The Saddle Ridge Water Agreement states in-ground and manual watering of your lawns and shrubs/flowers in the limited common areas be done no more than three times in any week and for no longer than three hours on any occasion. Such watering may occur during the evening and early morning, **but not between the hours of 8:00 am to 5:00 pm.** The board may, at its discretion, institute penalties and fines for failure to comply with established watering policy.

Motion made by Schumann, second Joswiak; approved by all. Vogts will post the new version on the SREA website, email it to all SREA owners, and email it to the SRA secretary for possible discussion at their monthly board meeting next Monday.

B. Frontier Fiber Optic Lawn Repair:

Turner will contact them about grass seed not growing around the association. The install contractor broke the sewer cap in front of U6027 - they need to repair it.

C. Golf Cart Path:

Schumann drafted a letter for donations & obtained Darin Gardner's approval. The document was then posted on Next Door and a Deer Tales Extra was sent to all Saddle Ridge residents that Darrin Gardner was accepting donations to build the bridge and move the golf cart path away from the three homes near

the Portage Country Club. Donations may be given to Jerry Braun or dropped off at the Saddle Ridge Golf Shop and will be accumulated in the SREA Cart Path Donation account and paid out as needed.

- D. Any Other Old Business Items:**
None.

VI. NEW BUSINESS

- A. Any Other New Business Items:**
None.

VII. ADJOURNMENT

Motion to adjourn by Joswiak; seconded by Turner; all approved. The meeting adjourned at 6:20 pm. The next SREA board meeting is on Monday, July 13, 2026, at Bethlehem Lutheran Church fellowship hall.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: July 13, 2026