

Saddle Ridge Estates Association, Ltd.
599 Saddle Ridge, Portage, WI 53901
Website: www.saddleridgeestates.net
(608) 742-6850

BOARD OF DIRECTORS MEETING
October 9, 2023
Bethlehem Lutheran Church
W8267 Hwy 33, Portage, WI 53901

MINUTES

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

Directors Absent: Brett Johanen

Guests Present: Leslie Buettner (U507); Pam Barreau (U6012); Linda Brzezinski; Kim Romero (U614)

I. Call to Order - Certify Quorum:

Schumann called the meeting to order at 6:00 pm; quorum present.

II. Posting of Notice:

Meeting date was posted on the SREA website and "Deer Tales" community newsletter. Agenda was emailed to owners.

III. Review Minutes of Last Meeting, Amend as Needed & Approval:

Motion made by Brunner to approve minutes as presented; seconded by Joswiak; approved by all.

IV. Officer Elections:

President - Winnie Schumann
Treasurer - Tom Joswiak
Secretary - Vicki Vogts
Buildings - Peggy Brunner
Grounds - Karl Turner
Roads - Brett Johanen
Utilities - Calvin Gruss

Motion made by Gruss to approve officer and director assignments; seconded by Joswiak; approved by all.

V. Director Updates:

Motion was made by Schumann that talking points emailed to the secretary prior to the board meeting will be published in the minutes but directors will only bring up items that need discussion or approval by the board; seconded by Turner; approved by all.

A. Grounds (reported by Turner):

1. Brzezinski took Turner on a tour of the SREA to discuss current issues. Brzezinski will help out Turner with things that come up during the day when he's at work (lawn mowing, brush pick up, etc.).
2. TRK requests that all debris be piled up loose in the court island or at the street once a month. Do not put the debris in bags.

B. Utilities (reported by Gruss):

1. Chatfield has trained Gruss on how to do weekly water and sewer readings. Chatfield will help out Gruss when needed during the day while he is at work.
2. Well #1 pump replacement cost less than half of what we thought it would be (estimated it to be approximately \$30,000 but it was actually \$11,542).
3. The new pumps for Lift Station #1 is scheduled to arrive on October 16, 2023.
4. On October 6, 2023, Country Plumber cleaned Lift Stations #1, #2, and #6 and jetted the sewer main that drains to Lift Station #6. It was interesting to observe the amount of grease collected in the lift stations.

C. Roads:
No report.

D. Buildings (reported by Brunner):

1. September work requests:
Six (6) work orders were submitted = Phil Gavinski completed 5 work orders and 1 is partially completed due to weather conditions (completion within the week).
2. SREA seasonal gutter cleaning will initiate when the majority of leaves and pine needles have dropped. Brunner requested Gavinski compile a list of units that will need additional gutter cleanings due to excessive leaf and pine trees near the condo. Some may need gutters to be cleaned out 3-4 times per year. It would still be cheaper than installing gutter guards.
3. SREA contractor assigned work requests:
 - a. J W Mudjacking:
One (1) repaired with polyfill, 2 repaired with cement gap caulking (delayed completion due to equipment failure but will be completed within the month).
 - b. Ron Benoy Construction:
Residing of Unit #6010 to be completed within this upcoming week.
 - c. Gardner Company:
Gutter adjustment and reinstallation of previously ill-installed seamless gutter along back of Units #601-603 by adding additional downspout (projected completion within October 2023).
 - d. United Electric:
September 28 service call found the Court #100 Generac Generator not functioning. Replacement of starter wiring was needed; the generator is scheduled to "exercise" every Wednesday at 11:00 am.

4. Will be replacing the front facing load-bearing wall on Unit #601's sunroom. Windows are bowing out due to lack of framework support.
5. Unit Garage Door Maintenance:
Brunner will make note of garage doors that need painting or replacement. It is the owner's responsibility for the expense.

E. Secretary (reported by Vogts):

1. New owner in Unit #628 - welcome information was emailed to the owner.
2. Fireplace inspections need to be updated; Vogts will send an email to owners with wood-burning fireplaces.
3. We are out of copy paper so Joswiak will order more for SREA business. He also needs more SREA envelopes.
4. Vogts will email the updated board of directors contact information.

F. Treasurer (reported by Joswiak):

1. Review and Approve of September Month end and Year End Financial Reports:
Motion by Brunner to approve financial reports; seconded by Gruss; approved by all.
2. Review Updated Oct 2023 –Sept 2024 budget based on recent changes:
 - a. Reduction of \$3,300 in Annual Revenue (merging of Units 507 & 508)
 - b. Carry over budget into 2023-2024:
 - Routine Expenses \$11,000
 - Reserve Expenses \$9,000

We didn't budget as much in buildings and grounds due to cleaning up a lot of old issues. We will budget some work order items for the 2024-2025 budget year. Minimum of nine (9) units are budgeted to be reroofed next summer. Possible 1-2 additional units based on which ones are selected and availability of the \$9,000 carryover from last year.

3. Waste Management increased their monthly fee by \$235 (9% increase) for SREA. We pay \$28 per unit per month for trash and recycling pick up. There are about 12 units that are "snowbirds" so we are only paying for 134 units versus 142. Joswiak is looking at estimates from other companies but other reviews by other associations have found they are not cheaper.

ACTUAL INCOME & EXPENSE BY QUARTER

YEAR TO DATE 10/01/2022 - 09/30/2023

REVENUE					
Sum of DEPOSIT	Column Labels				
Row Labels	1	2	3	4	Grand Total
1010	\$ 104,900.00	\$ 109,525.00	\$ 107,250.00	\$ 106,925.00	\$ 428,600.00
1020	\$ 927.69			\$ 45,118.10	\$ 46,045.79
1030	\$ 58.78		\$ 186.41		\$ 245.19
1034		\$ 375.36		\$ 357.57	\$ 732.93
1040					
1050		\$ 3,500.00		\$ 3,500.00	\$ 7,000.00
1060	\$ 11,650.00	\$ 50.00			\$ 11,700.00
1070			\$ 25.00		\$ 25.00
Grand Total	\$ 117,536.47	\$ 113,450.36	\$ 107,461.41	\$ 155,900.67	\$ 494,348.91

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

ROUTINE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
2100	\$ -				\$ -
2101	\$ 10,453.20	\$ 10,453.20	\$ 10,422.72	\$ 10,422.72	\$ 41,751.84
2102	\$ 22,136.22	\$ 22,136.22	\$ 22,067.91	\$ 22,067.91	\$ 88,408.26
2103	\$ 8,964.72	\$ 8,964.72	\$ 8,964.72	\$ 14,123.25	\$ 41,017.41
2104	\$ 20,203.80	\$ 7,179.72	\$ 8,421.85	\$ 10,268.90	\$ 46,074.27
2105	\$ 11,549.50	\$ 14,001.00	\$ 14,001.00	\$ 14,001.00	\$ 53,552.50
2106			\$ 1,946.02		\$ 1,946.02
2107	\$ 5,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 27,500.00
2108	\$ 9,999.14	\$ 10,442.86	\$ 10,506.71	\$ 10,371.82	\$ 41,320.53
2109	\$ 1,692.53	\$ 1,703.54	\$ 1,689.63	\$ 1,646.67	\$ 6,732.37
2110	\$ 9,038.63	\$ 5,685.83	\$ 1,336.75	\$ 12,999.24	\$ 29,060.45
2120					
2130	\$ 2,879.27		\$ 1,098.34	\$ 429.00	\$ 4,406.61
2140	\$ 289.36	\$ 223.38	\$ 223.00	\$ 575.31	\$ 1,311.05
2150				\$ 800.00	\$ 800.00
2160		\$ 100.10			\$ 100.10
2170	\$ 177.05	\$ 169.47	\$ 187.20	\$ 226.24	\$ 759.96
2180	\$ 1,202.59	\$ 318.14	\$ 383.12	\$ 427.96	\$ 2,331.81
2185					
2190	\$ 10,455.67	\$ 720.95	\$ 105.49		\$ 11,282.11
Grand Total	\$ 114,041.68	\$ 89,599.13	\$ 88,854.46	\$ 105,860.02	\$ 398,355.29

RESERVE EXPENSE					
Sum of PAYMENT	Column Labels				
Row Labels	1	2	3	4	Grand Total
3010	\$ 104.77		\$ 6,843.13		\$ 6,947.90
3020	\$ 17,750.00		\$ 76,370.00	\$ 64,100.00	\$ 158,220.00
3030					
3040					
3050					
3060					
3065	\$ -				\$ -
3070					
3080				\$ 6,708.75	\$ 6,708.75
3085					
3090					
Grand Total	\$ 17,854.77		\$ 83,213.13	\$ 70,808.75	\$ 171,876.65

Beg Balance	\$ 223,317.91	\$ 208,957.93	\$ 232,809.16	\$ 168,202.98	\$ 223,317.91
Income	\$ 117,536.47	\$ 113,450.36	\$ 107,461.41	\$ 155,900.67	\$ 494,348.91
Transfers/Sewer	\$ -	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 117,536.47	\$ 113,450.36	\$ 107,461.41	\$ 155,900.67	\$ 494,348.91
Routine Expense	\$ 114,041.68	\$ 89,599.13	\$ 88,854.46	\$ 105,860.02	\$ 398,355.29
Reserve Expense	\$ 17,854.77	\$ -	\$ 83,213.13	\$ 70,808.75	\$ 171,876.65
Total Expense	\$ 131,896.45	\$ 89,599.13	\$ 172,067.59	\$ 176,668.77	\$ 570,231.94
End Balance	\$ 208,957.93	\$ 232,809.16	\$ 168,202.98	\$ 147,434.88	\$ 147,434.88

Budget 2022 - 2023

% of Budget

Maintenance Dues (143 units @ \$250/month)	\$429,000	100%
Insurance Premiums Due	\$35,859	128%
Shared Water/Sewer Revenue	\$0	#DIV/0!
Shared Electric Revenue	\$1,460	50%
Interest Income	\$0	
Sewer Hookup Fees - 6 units (see acct 5010)	\$0	
Cart Path Donations	\$0	
Miscellaneous Income	\$0	
Total	\$466,319	106%

Transfer from CD/Money Market		#DIV/0!
Sewer Hookup Fees - 6 units		#DIV/0!
Total	\$0	#DIV/0!

Portage Utilities Sewer	\$0	0%
Water Expense	\$41,808	100%
Sewer Expense	\$88,548	100%
Insurance Premium Payments	\$35,859	114%
Lawn & Yard Maintenance	\$39,690	116%
Mowing	\$56,000	96%
Tree Replacement	\$2,000	97%
Snow Removal	\$30,000	92%
Garbage & Recycling Pickup	\$36,000	115%
Street Light Expense - Electric	\$6,900	98%
Bldg Repair & Maintenance	\$25,000	116%
Condo Power Washing	\$0	0
Legal Expense	\$9,000	49%
Office/Printing/Telephone	\$1,200	109%
Bookkeeping Services/Audit	\$0	0%
Computer & Internet	\$300	33%
SRE Only Court 100 Street Lights	\$1,440	53%
Misc. Fees, Taxes, Etc	\$4,500	52%
Non Fee Based or Budget Carryover	\$15,000	0%
Cart Path	\$0	0%
Total	\$393,245	101%

Emergency Repairs/Maintenance	\$10,000	69%
Roof Replacement	\$90,000	176%
Road/Driveways	\$5,000	0%
Painting	\$0	#DIV/0!
Siding Replacement	\$14,000	0%
Replacement Water - All Assoc.	\$0	#DIV/0!
Replacement Sewer - All Assoc.	\$0	#DIV/0!
Unallocated Funds	\$0	#DIV/0!
Retaining Walls & Netting	\$12,000	56%
Non Fee Based or Budget Carryover	\$50,000	0%
Interest Savings on Reserve	\$0	0
Total	\$181,000	95%

Income	\$466,319	106%
Expense	\$574,245	99%

V. Old Business

A. Saddle Ridge Water Agreement:

Attorney John Orton and Schumann have been working on the draft. The timing was delayed a bit due to adding in the procedure for controlling in-ground watering systems. Schumann is reviewing it now and will get it out for others to review soon. Based on our discussion at the last SREA board meeting, we should recommend a fee for adding a sprinkler system.

B. DNR Pipe Identification:

When we sent the message out that we'd be going door-to-door, we got a number of responses so I updated the list before proceeding with the door-to-door approach. Since then, Brad Walker volunteered to go door-to-door and collected a large amount of the missing information. Making great progress - We only have about a dozen units left to get the information.

C. Bella Island Association Agreement:

The agreement has been signed by all of the Saddle Ridge associations presidents and Andersons.

D. Unit #6012 West Retaining Wall:

TRK gave the SREA an estimate of \$14,000 to replace the west retaining wall due to the wood ties becoming rotten and failing. SREA paid \$6,700 in 2023 to replace the east retaining wall. Brzezinski talked to TRK and they do not want to repair the west retaining wall due to other issues that could come up (Barreau also does not want it to be repaired). TRK has agreed to honor the \$14,000 estimate until Summer 2025. The board will review the budget to see if the replacement can be done in 2024 or wait until 2025.

E. Any Other Old Business Items:

None.

VI. New Business

A. Unit #614 Pine Tree Removal:

Hoffman will be removing the very large pine tree this fall that is causing damage to the condo roof.

B. Any Other New Business Items:

1. Generate Additional Funds:

Schumann received a suggestion to hold a golf outing as a fundraiser for generating additional funds for SREA projects such as signage, golf cart path, etc. A board member or owner would need to be the organizer of the outing.

VII. Adjournment

Vogts made a motion to adjourn. Meeting adjourned at 7:35 pm.

Submitted by:

Vicki Vogts

SREA Secretary

Approved: November 13, 2023

