

PRAIRIE GRASS PRESERVE HOMEOWNERS ASSOCIATION MEETING

Tuesday, October 9th, 2013

6:00 PM

Franklin City Hall

Minutes

The Meeting was called to order at 6:01 PM.

Welcome

Doug Milinovich, President, PGP Homeowners Association, welcomed all attendees to the meeting.

Introduction of Board of Directors

Doug introduced the members of the Board:

- Doug Milinovich, President
- Christine Hutson, Vice President
- George Lambe, Secretary & Treasurer

Introduction of Attending Members & Guests

Members of the association were requested to introduce themselves. 13 residents and 0 non-residents of the 76 total Association members who own the 94 habitable properties were represented. Currently we have 70 out of 94 properties owner occupied.

Reading and Approval of Previous Meeting Minutes

Minutes from the 05/07/2013 meeting were read and approved. An image of the minutes is available on the PGP website.

Treasurer's Report

The 2013 YTD Treasurer's Report was reviewed.

The most significant variance items discussed were:

- Unbudgeted revenue windfall of ~\$11,000 due the sale of Carity Land's lots partially offset by the additional 25% on time payment discount offered to Membership. No additional revenue except for minor interest is expected for the balance of 2013.
- Special Projects, Entrance is forecast to exceed budgeted amount by ~\$2-300 due to the unplanned need to pay for snow removal for the sidewalk in front of the entrance sign due to the complaint to the city from one of our residents.
- Minimal legal expenses have been incurred to date. Only planned legal costs for the balance of 2013 will be to lien our remaining delinquent property. Any costs related to progress of the Deed Restriction and By-Laws revision process will be paid in 2014.

2014 Proposed Operating Budget

- Proposal is consistent with FY12 & 13 actions.
- (\$13,800) credit in Special Assessment which represents a 75% discount for all members who pay their 2014 assessments on time, and do not have any outstanding dues or fines pending.

This FY14 proposal was recommended since it has been determined that the Association currently has sufficient funds in reserve for planned activities and minor emergency needs.

- Membership was advised that the revenue received from Charity Land for past due assessments, fines and their share of the front entrance improvements put us in this positive position.
- \$5,000 legal estimate for costs related to Association paperwork revisions and/or other legal costs assuming the Deed Restriction and By-Laws revision process will become active.

Recommendation to the Board was to maintain the annual assessment at \$200 for 2014, combined with the 75% early payment discount for compliant members, and to accept the proposed budget as presented. The Board voted unanimously in favor of the motion.

Assessment Summary as of October 9th, 2013:

- For 2013 a total 92 of 94 properties have paid their annual assessment. Outstanding dues are still owed by 1 non-resident owner (2 duplex addresses).
- For 2012 a total 92 of 94 properties have paid their annual assessment. Outstanding dues are still owed by 1 non-resident owners (2 duplex addresses).
- For 2011 a total 91 of 94 properties have paid their annual assessment. Outstanding dues are still owed by 2 non-resident owners (3 duplex addresses).

One duplex address will be current by calendar year end. Legal proceedings will begin for the other property.

An image of the treasurer's report is available on the PGP website.

New Business

- **Snowplow Contract**
Due to the complaint to the city from one of our residents about not removing the snow on the sidewalk in front of the entranceway sign, we will be renewing our snow removal contract for this winter.
- **Sidewalk / Front Yard Setback Snow Removal Reminder**
Doug reminded Membership about the Franklin City practice of push-back plowing that may impact the first 15+- feet of your property/landscaping.
- **Winter Parking Reminder**
Membership was reminded about the City of Franklin parking ordinance that restricts overnight parking between November 1st and April 1st. Exceptions needed to be approved by the Franklin City Police Department.
- **Lamp Posts Reminder**
Membership was reminded that it is the expectation that lamp posts are operational. Members who needed help changing their light bulbs should contact Doug for assistance.

Old Business

- **Update on Deed Restrictions Amendment Two**
No new actions have occurred since our last meeting. Dan Collins made himself available to notarize Amendment Two approval for any interested members.

- **Changes to Bylaws Discussion / Timing**

The Bylaws discussion remains on hold until the direction of Deed Restrictions Amendment Two is resolved.

- **MALC Update**

No update was provided

Website

Membership was reminded about our:

- Website: <http://www.pgpassoc.com>,
- Email Address: pgpassoc@yahoo.com or “Contact Us” from the website
- Mailing Address: PO Box 320051, Franklin, WI 53132.

2014 PGP HOA Meetings

Meeting dates will be announced in January

Member Open Forum

Jim Guenther asked whether the Board knew what the build schedule was for the vacant lots. Doug advised that one would be breaking ground very soon with another to follow.

Jim then raised the question about a few homes that have been occupied for some time without enhancing their landscaping. The Board’s response was that the documentation states landscaping is to be completed within a year of occupancy, but there is no standard to what constitutes landscaping. For this to be enforceable to a given standard, the Association documents would need to be amended.

The meeting was adjourned at 6:26 PM.

Respectfully submitted

George T. Lambe
Prairie Grass Preserve Homeowners Association
Secretary & Treasurer