

PRAIRIE GRASS PRESERVE HOMEOWNERS ASSOCIATION MEETING

Tuesday, May 03rd, 2016

**6:00 PM
Franklin City Hall**

Minutes

A final call for all Proxy Votes was made before calling the meeting to order.

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 Bialk, Vice President
- George Lambe, Secretary & Treasurer

Introduction of Attending Members & Guests

Members of the association were requested to introduce themselves. Currently we have 77 out of 90 properties resident owned/occupied.

2016 Board Member Election Procedure and Timing

George reminded Membership on how the election process would proceed throughout the evening, including the 6:30 pm cutoff time for Member voting.

Reading and Approval of Previous Meeting Minutes

Minutes from the 10/07/2015 meeting were read and approved. An image of the minutes is available on the PGP website.

Treasurer's Report

The May 03, 2016 Treasurer's Report was reviewed.

The most significant variance items discussed for 2015 were:

- Insurance was ~\$1,048 higher than budgeted due to a premium increase.
- Special Projects, Cul-De-Sac & Retention exceeded budgeted amount by ~\$4,500 due to the completion of larger than budgeted expenditures to clean/remove excess growth around the ponds entrances and fill in the Cull De Sac "pond" and plant grasses.
- There were no less legal costs for 2015 than planned resulting in a savings of \$3,300 to the budget.
- Summary: 2015 expenses were ~\$1,300 more than budgeted.

Assessment Summary as of May 6th, 2014:

- For 2011, 12, 13, 14, 15 & 16 a total 88 of 90 properties have paid their annual assessment. Outstanding dues are still owed by 1 non-resident owner (2 duplex addresses).

The most significant items/expected variance items discussed for 2016 were:

- Revenue to be ~\$8,700 lower than budgeted due to the decision to increase the prepayment discount from 25% to 75% due to lower planned legal fees.
- Special Projects, Entrance planned to be ~\$1,100 over budget due to planned parking and painting.
- Special Projects, Retention Basin(s) planned to be ~\$2,400 over budget due to landscape fees related to removal of tree and plant material.
- Reduction in the placeholder for legal costs of \$6,000 due to feedback from legal on efforts needed to modify our legal documents.

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

New Business

- **Front Entrance Monument Painting & Repair**

Doug advised membership that our original contractor was not able to complete the job. Additional bids were received and a new vendor was selected and the work is scheduled.

- **Front Entrance & Cul-de-sac Pending Maintenance**

Membership was advised that mulching of the islands was scheduled.

- **Community Based Residential Facility Update**

Doug advised membership that he attended multiple City meeting managing this facility and subsequently he has joined the Community Advisory Board as President.

- **PGP and City of Franklin Violations Reminder/Update**

- **Speeding was discussed**

- **Exterior Improvements/Changes**

Membership was reminded that many exterior improvements/changes require submission of an architectural review form. These included additions, painting a different color, play sets, new planting beds or significant landscape changes, etc. Replacement of existing planting and paint colors does not require any approvals.

- **Lamp Posts Expectations**

Membership was reminded that it is the expectation that lamp posts are installed and operational. Members who needed help changing their light bulbs should contact Doug for assistance. All Members who do not have their lamp posts installed have been contacted and all except for one have made commitments for installations.

- **Common Area / Greenspaces Discussion**

A member sent a letter question permitted versus non-permitted use of these spaces. After some discussion, the primary issue that was discussed was that of children playing in the area. Specifics issues discussed included extended playing in the area, digging in the mulch, hanging on the trees, trash, clothing, and toys remaining behind, etc. Doug offered to discuss the issue with the parents of the children and asked to be contacted when the next incident occurred. During the discussion, Ronee indicated she was aware of the children and their parents and offered to have a conversation with them.

Old Business

- **Update on Deed Restrictions Amendment Two**

Membership was updated on the action to date with the real estate attorney. Specific proposals for the deed restrictions was discussed. A few open issues still needed to be resolved including 60% membership approval, approval of City of Franklin common council, approval of mortgagors. The specific wording in section J was also discussed which would address the non-resident renting issue. Loosening of PGP signage restrictions and clarification of future MALC payments was also discussed. Wording to allow membership the ability to change the number and makeup of the Board of Directors was also discussed.

Membership in attendance indicated their desire for the Board to continue pursuing these changes and work towards creating final paperwork suitable for total Membership review and approval.

- **MALC Update**

No actions have occurred since our last meeting.

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.

2016 PGP HOA Meetings

Remaining PGP HOA Meetings

- October 12th

Member Open Forum

- No additional subjects were discussed at this meeting.

2016 Board of Director Election Results

George and Brett Matscke counted the submitted ballots.

George reported the election results to membership (see attached):

Ronee Kalagain	32
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The Board and Membership welcomed Ronee Kalagain to the Board and thanked Christine Bialk for her past two years of service.

The meeting was adjourned at 7:10 PM.

Respectfully submitted

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