

PRAIRIE GRASS PRESERVE HOMEOWNERS ASSOCIATION MEETING

Wednesday, October 26th, 2016

**6:00 PM
Franklin City Hall**

Minutes

The Meeting was called to order at 6:08 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
- Ronee Kalagain, Vice President
- George Lambe, Secretary & Treasurer

Introduction of Attending Members & Guests

Members of the association were requested to introduce themselves. Currently we have 78 out of 90 properties resident owned/occupied.

Reading and Approval of Previous Meeting Minutes

Minutes from the 05/03/2016 meeting were read and approved. An image of the minutes is available on the PGP website.

Treasurer's Report

The October 26, 2016 Treasurer's Report was reviewed.

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, offset by increase of \$2,400 when all past due assessments were received from the only delinquent property.
- Special Projects, Entrance planned to be ~\$600 over budget due to completed paving 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 to \$1,000.
- Summary: 2106 expenses planned to be ~\$3,500 less than budgeted.

Assessment Summary as of May 6th, 2016:

- All past due assessment have been collected for all 90 properties.
No outstanding dues are unpaid since the beginning of the association.

2017 Proposed Operating Budget

- Proposal is consistent with FY12, 13, 14, 15, & 16 actions.
- Maintain dues at \$200 per address combined with a (\$9,000) credit in Special Assessment which represents a 50% discount for all members who pay their 2017 assessments on time, and do not have any outstanding dues or fines pending. This FY17 proposal was recommended since it has been determined that the Association currently has sufficient funds in reserve for planned activities and minor emergency needs. If any situations changes before the dues statements are emailed, the Board will consider adjusting these discount either up or down.
- Special Projects buckets include \$1,500 for snow removal, plant replacement, and additional stonework in the retention basins.
- \$5,000 legal estimate for costs related to potential attorney fees relating association paperwork revisions.

Recommendation to the Board was to maintain the annual assessment at \$200 for 2017, combined with the 50% early payment discount for compliant members, and to accept the proposed budget as presented. The Board voted unanimously in favor of the motion.

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

New Business

- **Retention Pond Pending Maintenance**
Membership was advised that we were planning to have the excess grass around edges and near entry pipes cut down around all six retention basins once the ground and ponds freeze. There was also a good conversation among attendees regarding a previous proposal to rip rap the culverts. The decision was made to add rip rap rocks on two basins around the corrugated pipes after the ground freezes, and then make a decision on if and when we want to proceed with the other basins.
- **Snow Removal Contract**
A contract was sign for snow removal for the 16/17 winter season
- **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. He also advised membership to contact him if the plows do excess damage to their properties and/or their mailboxes and he will coordinate with the City of Franklin.
- **Winter Parking Reminder**
Membership was reminder about the City of Franklin parking ordinance that restricts overnight parking between December 1st and April 1st. This is a change from November 1st. Exceptions needed to be approved by the Franklin City Police Department.
- **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.
- **Last Lot for Sale**
Membership was advised about the status of the last lot in the development. The Association was advised that the new owners did pay all past due assessments.

- **Cul-de-sac Usage Discussion**

There was a follow-up conversation to the discussion that occurred during the May meeting. Specific issues discussed included safety, liability, toys and garbage. Discussion also included the use of these areas by pet owners. A spirited discussion regarding the purpose and usage of the cul-de-sac areas. The usage and playing around the retention basins was also discussed and membership was advised that these were not areas that should be used as a recreational areas for children. There was also a discussion about the duties that the Board could/should be involved in and enforce versus the items that should be directed to municipal authorities or resolved between neighbors. Final thoughts shared among the membership was to work with respect between all parties and to be neighborly.

Old Business

- **Front Entrance Painting & Repair**

The front entrance monument was parged and painted. It was noted that one of the lamp is out and will need to be repaired.

- **Update on Deed Restrictions Amendment Two**

Doug updated membership on the steps that were being pursued.

- **Changes to Bylaws Discussion / Timing**

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

- **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.

2017 Planned PGP HOA Meetings (pending availability of City Hall)

- May 2nd
- October 10th

Member Open Forum

- There was a question regarding the effect of the increased assessments versus their property taxes. Final mil rates have not yet been published, so the actual tax change, if any, is not yet known.
- There was a question about the proposed CBRF across St Martins Road but there was limited information known. Follow-up conversation was also had on another CBRF near Drexel.
- There was a discussion regarding security camera in the neighborhood and their availability if there was a need to get information to support an investigation. There was also a discussion regarding a program that sharing of this information with the au

The meeting was adjourned at 7:32 PM.

Respectfully submitted

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