

PRAIRIE GRASS PRESERVE HOMEOWNERS ASSOCIATION MEETING

Wednesday, November 14th, 2018

**6:30 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
- Brett Matchke, Vice President
- George Lambe, Secretary & Treasurer

Introduction of Attending Members & Guests

Members of the association were requested to introduce themselves. Currently we have 80 out of 90 properties resident owned/occupied.

Reading and Approval of Previous Meeting Minutes

Motion to skip reading of the minutes from the 05/01/2018 meeting and post as written was approved. An image of the minutes is available on the PGP website.

Treasurer's Report

The November 14, 2018 Treasurer's Report was reviewed.

The most significant variance items discussed for 2018 were:

- Revenue was \$7,300 lower than budgeted due to the 50% vs 10% early payment discount.
- Special Projects, Cul-De-Sac & Retention exceeded budgeted amount by ~\$2,400 due weeding and rip rap activities.
- MALC was \$1,625 over budget due to 2017 actual payment falling into 2018.
- Summary: 2018 expenses were ~\$3,100 more than budgeted.

Assessment Summary as of May 1st, 2018:

- 89 of 90 properties have paid their annual assessment. Outstanding dues are still owed by 1 resident owner for 2017 and 2018.

2019 Proposed Operating Budget #

- Proposal is consistent with FY12, 13, 14, 15, 16, 17 & 18 actions.
- Maintain dues at \$200 per address combined with a (\$1,800) credit in Special Assessment which represents a 10% discount for all members who pay their 2019 assessments on time, and do not have any outstanding dues or fines pending. This FY19 proposal was recommended since it has been determined that the Association may need additional funds in FY19 for increased insurance, retention basin maintenance and to rebuild the on hand balance to an appropriate

level. If any situations changes before the dues statements are emailed, the Board will consider adjusting this discount either up or down.

- Revenue will increase by ~\$7,300 due to the 10% vs 50% early payment discount.
- Special Projects buckets will decrease by ~\$2,400 due to reduced retention basin stonework.
- MALC will reduce by \$1,625 as only single year payment is reflected. #

Recommendation to the Board was to maintain the annual assessment at \$200 for 2018, combined with the 10% early payment discount for compliant members, and to accept the proposed budget as presented. The Board voted unanimously in favor of the motion. #

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

New Business

- **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 or the electric eye should contact Doug for assistance.

- **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: December 1st – April 1st**

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. #

- **New Parking Ordinance**

New parking ordinance was discussed

SECTION 1: §245-5.L. of the Municipal Code of the City of Franklin, Wisconsin, is hereby created to read as follows:

L. Parking within Four (4) Feet of a Mailbox Prohibited. Between the hours of 6:00 a.m. and 8:00 p.m. on Monday through Saturday, no person shall stop, stand or park a vehicle within four (4) feet on either side of a mailbox which is placed and equipped for the purpose of depositing mail from vehicles on the roadway except:

(1) Temporarily stopped for the purpose of and while actually engaged in the loading or unloading or receiving or discharging of passengers and while attended by a licensed operator so that it may be immediately moved to allow for the delivery or retrieval of mail.

(2) When a person is stopping, standing or parking a vehicle within four (4) feet of their own mailbox, except as set forth under (3) below, provided that while doing so, they are not within four (4) feet of another person's mailbox.

(3) Temporarily stopped for the purpose and while actually engaged in the delivery or retrieval of mail or newspapers and while attended by a licensed operator so that it may be immediately moved to allow for the delivery or retrieval of mail.

- **2018 Landscaping Contract**

Membership was reminded that we signed a two year agreement the previous year, so there would be no change for 2018. In FY17 we also had the two islands re-mulched. Also discussed were the problems with the existing lighting at our entrance monument. Recommendation was to put in a slight larger transformer and replacing with LED lighting. #

- **Excess Speeding in the Development**

Doug advised membership that we are aware of the speeding issue, but the people involved were not currently present and have never attended our meetings. He advised he would be talking to the police chief. He also advised membership that he and the police have talked to the individuals in the past.

- **Common Area Usage and Designations**

A quick discussion regarding the usage of common areas occurred.

- **Update on Deed Restrictions Amendment Two**

Membership was updated on the actions completed to date. Specific acknowledgement was given for the extensive notary support from Dan Collins, combined with Brett stepping in to complete the signature acquisition process. The documents were turned into the Franklin City Planning Department for their review and when we went to the Council meeting for discussion and the vote, MALC put up some resistance and raised a concern about the words contribution assessment, and fee which were changed per our Councils guidance. They also stated their interest in adding a cost of living increase built into the documents. The City Council deferred their vote and requested that we work with MALC and return to the Council at the future time. In addition, our legal council has decided that he no longer want to work on this going forward meaning we will be changing counsel going forward. Membership was polled for their thoughts and the Board received guidance to go forward, make the changes we needed to do to move forward while avoiding any potential for MALC to raise any additional delay issues.

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.

2019 PGP HOA Meetings

- May 7th
- October TBD

Member Open Forum

- One member mentioned that there were some dead trees in the cull de sac and asked if they could remove them. They were advised that that created an Association liability issue and we would instead request our landscape firm to address the issue.

The meeting was adjourned at 7:32 PM.

Respectfully submitted

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