

# PRAIRIE GRASS PRESERVE HOMEOWNERS ASSOCIATION MEETING

Tuesday, May 7<sup>th</sup>, 2013  
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 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 69 out of 94 properties owner occupied.

### **2013 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 03/26/2013 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 50% on time payment discount offered to Membership. No additional revenue except for \$100 and minor interest is expected for the balance of 2013.
- Special Projects, Entrance is forecast to exceed budgeted amount by ~\$800 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. Forecast will be adjusted as the progress of the Deed Restriction and By-Laws revision process progresses.

### **Assessment Summary as of May 7th, 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 91 of 94 properties have paid their annual assessment. Outstanding dues are still owed by 1 resident and 1 non-resident owners (3 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**

- **Exterior Improvements/Changes Expectations**  
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.
- **Lamp Posts Expectations**  
Membership was reminded that it is the expectation is that lamp posts are installed and operational. Members who needed help changing their light bulbs should contact Doug for assistance.

### **Old Business**

- **Update on Deed Restrictions Amendment One**  
Membership was advised that Amendment One is completely done and registered with the City of Franklin.
- **Update on Deed Restrictions Amendment Two**  
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**  
Membership was advised that MALC did a prescribed burn.

### **Website**

Membership was reminded about our:

- Website: <http://www.pgpassoc.com>,
- Email Address: [pgpassoc@yahoo.com](mailto:pgpassoc@yahoo.com) or "Contact Us" from the website
- Mailing Address: PO Box 320051, Franklin, WI 53132.

### **2013 PGP HOA Meetings**

- a) July – TBD if necessary
- b) October 8th

**Member Open Forum**

John Hutson questioned whether we would be cutting the grass behind the monument sign. He indicated that a letter from DNR was received that authorized three cuts a year. The Board has no knowledge of the letter and asked him to produce it, or his contact with the DNR that created it, so we could determine next steps regarding what we may be authorized to do.

Bill Guiney raised the question about adding additional sidewalks to the development, specifically in the Cordgrass Circle area. After a brief discussion, it was determined that there was little interest in moving forward researching adding sidewalks at this time.

Lynne Lambe raised the question about adding mosquito control chemicals to the Association retention ponds. Doug advised that this was researched in the past and that, in addition to the costs, since the DNR ponds and wetlands cannot be treated, the effect would be minimal. A long discussion on various options ensued. Consensus in the room was to not proceed further with this, but it was suggested that affected homeowners consider the electronic/propane mosquito magnets/traps which are reputed to work well.

Roman Iwinski raised the issue about posting no trespassing type signs around the retention ponds to insure proper insurance coverage. Doug advised that he contacted our agent and that our insurance coverage was not affected because the restrictions about no recreational use are clearly stated in the published Association documents. It was further discussed that signs may still be a good idea since some residents, and their guests, are not adhering to the restrictions. If we do move forward with signage, the request was to choose signage materials that would remain attractive versus metal signage that would rust and quickly become an eyesore.

**2013 Board of Director Election Results**

George and Christine Bialk counted the submitted ballots.

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

|                  |    |
|------------------|----|
| George Lambe     | 51 |
| Doug Milinoivich | 49 |
| Write in         | 0  |

Three votes were not counted. 2 proxies were received after the start of the meeting. One vote was not on a ballot.

George and Doug are re-elected for a new two year term.

**The meeting was adjourned at 6:26 PM.**

Respectfully submitted

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

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## 2013 PGP Homeowners Association Annual Meeting Ballot

**May 7th, 2013**

Election of two Board members to a two (2) year term.  
Doug Milinovich and George Lambe's Board positions are up for election in 2013.

**Doug Milinovich** |||| |||| |||| |||| |||| |||| ||||  
|||| |||| ||||

49

**George Lambe** |||| |||| |||| |||| |||| |||| ||||  
|||| ||||

51

\_\_\_\_\_  
(write in name)

\_\_\_\_\_  
(write in name)

*Chris W. Beck*  
5/7/2013

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(write in name)

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(write in name)

*[Signature]*  
05/07/2013

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(write in name)

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