

PRAIRIE GRASS PRESERVE HOMEOWNERS ASSOCIATION MEETING

Tuesday, May 02nd, 2017

**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
- 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.

2017 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 10/26/2016 meeting were read and approved. An image of the minutes is available on the PGP website.

Treasurer's Report

The May 02, 2017 Treasurer's Report was reviewed.

The most significant variance items discussed for 2016 were:

- Revenue was forecast 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. However, this was offset by the collection of all past due fees of our one delinquent property. Final revenue position was \$6,600 below budget.
- General Maintenance of Common Areas was lower due to the last bill falling into 2017.
- Special Projects, Cul-De-Sac & Retention exceeded budgeted amount by ~\$1,500 due weeding and mulching activities.
- There were no legal costs incurred for 2016 resulting in a savings of \$12,000 to the budget.
- MALC was \$1,625 under budget due to 2016 billing falling into 2017.
- Summary: 2016 expenses were ~\$13,500 less than budgeted.

Assessment Summary as of May 2nd, 2017:

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

The most significant items/expected variance items discussed for 2017 were:

- General Maintenance of Common Areas being forecast higher due to the last 2016 bill falling into 2017.
- Special Projects, Retention Basin(s) planned to be ~\$5,700 over budget due to landscape fees related to removal of tree and plant material for all 6 basins entranceways and the adding of rip rap rock to two basins as agreed to at the last meeting.
- Milwaukee Area Land Conservancy forecast to be \$1,625 over budget due to 2016 billing falling into 2017.

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

New Business

- **Front Entrance & Cul-de-sac Pending Maintenance**
Membership was advised that mulching of the islands was scheduled.
- **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.
- **PGP and City of Franklin Violations Reminder/Update**
 - **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. Weeds in Flower Beds/Mowing Lawn/Trim Borders. The arch approval form is available on the webpage.
 - **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.
- **Common Area Usage and Designations**
An extended discussion regarding the usage of common areas, specifically regarding the usage of the areas near the retention basins occurred. Subjects discussed included the potential loss of insurance coverage, the exposure to membership at large, whether or not members should be allowed to utilize the areas around the ponds for recreation, access to these area without crossing private property. Membership was also advised that these area are not being maintained in a manner that makes them safe for the general public to utilize due to erosion and animal burrows. The Board will be seeking legal guidance regarding Association membership liabilities pertaining to the above discussion to share at a future meeting.

Old Business

- **Retention Basin Pending Maintenance**
Grass/weeds around edges and near entry pipes and the Rip Rap around entry pipes was not completed due to the fact that the ground did not freeze enough to allow heavy equipment to

enter the areas without causing damage. If the ground gets firm enough we will attempt to do this during the summer, otherwise it will be completed next winter.

- **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. 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.

2017 PGP HOA Meetings

Remaining PGP HOA Meetings

- October 11th

Member Open Forum

- Ronne advised Membership that she has been approached by a pack of four coyotes and warned to be careful when walking, especially with small animals.
- After the election results were read, Brett requested that an estimated timeline and action plan be presented to Membership. The Board agreed to do so within two weeks of this meeting.

2016 Board of Director Election Results

George and Brett Matscke counted the 58 submitted ballots.

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

Doug Milinovich	45
George Lambe	53
Brian Bock	16
Invalid ballot	01

The meeting was adjourned at 7:14 PM.

Respectfully submitted

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