

PRAIRIE GRASS PRESERVE HOMEOWNERS ASSOCIATION MEETING

Tuesday, May 03, 2022

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.

Welcome

- Pete Kamboutis, President, PGP Homeowners Association, welcomed all attendees to the meeting.

Introduction of Board of Directors

Pete introduced the members of the Board:

- Pete Kamboutis, President
- Rene Martin, Vice President
- George Lambe, Secretary & Treasurer (absent due to COVID deferred vacation)

Introduction of Attending Members & Guests

15 members of the association were present and requested to introduce themselves. Currently we have 83 out of 90 properties resident owned/occupied.

2022 Board Member Election Procedure and Timing

Pete 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

Motion to skip reading of the minutes from the 05/04/2021 meeting and post as written was approved.

An image of the minutes is available on the PGP website.

Treasurer's Report

The April 23, 2022 Treasurer's Report was reviewed.

The most significant variance items discussed for 2021 were:

- Special Projects, Entrance exceeded budgeted amount as there was no planned maintenance on the monument or landscaping, but the Association was forced to pay \$1,376 for snow removal costs due to resident complaint to the City of Franklin.
- Retention Basin costs were \$1,100 under budget as no additional RipRap was installed in 2021.
- There were no legal costs paid in 2021 due to incomplete, and therefore unpaid, work by retained attorney resulting in a deferred savings of \$1,000 to the budget.
- Summary: 2021 expenses were ~\$2,500 less than budgeted.

Assessment Summary as of April 23rd, 2022:

- 90 of 90 properties have paid their annual assessment. One was late and did not take advantage of the early payment discount.

The most significant items/expected variance items discussed for 2022 were:

- Special Projects, Entrance planned to be ~\$1,000 over budget due to snow removal costs due to resident complaint to the City of Franklin. This amount used 50% of the planned \$2,000 budget for front entrance monument repair, so if completed as is currently planned, this will bring us over budget.
 - No Cul-de-sac maintenance is currently pending which may result in a budget saving of \$2,000. Need for tree pruning/mulching will be reviewed throughout the year.
 - The Corporate taxes are showing a pending payment of \$160. That was paid and there will be no additional payment this year putting that line item on budget.
 - The PGP domain name was renewed for 5 years.
- 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 the Board is working to put a contract in place to refurbish the front entranceway monument. There was a question on changing the signage lamping if there was an outage. Pete advised to let him know if there is ever an outage and he will resolve it.

- **Neighborhood Services List**

Membership was again requested to advise and contractors that they were comfortable with so that we can place them on the website for our to consider. Examples of the types of services include:

- i. Landscaper/Yard Work
- ii. Snow Plow/Blowing
- iii. Plumbers/Electricians/Drywall/Contractors
- iv. Mailbox/Lamp Post Bulb & Electric Eye Repair Tips/Part Numbers
- v. Geese Spray

A question was raised about cleaning the blowing trash in the natural area behind the entrance sign. Options were discussed and a long term solution still needs to be discussed and implemented.

There was also an extended discussion about timing for placing garbage cans on the street and how to handle windy days.

- **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 are member's responsibility and should be properly maintained so that violation reminders are not necessary.

The arch guidelines and approval form are 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 the Board for assistance. Guidelines will soon be posted with the **Neighborhood Services List** previously discussed.

Old Business

- **Excess Speeding in the Development**

This continues to be an issue in the neighborhood and Membership was advised that instances are still occurring.

- **Retention Basin Maintenance**

Membership was advised we have contracted for two cuts of the grass/weeds around edges and near entry pipes per year. There was an extended discussion about ownership of the retention basins.

- **Update on Deed Restrictions Amendment Two**

Membership was advised that this activity has stalled due to the retained attorney being engaged in a state case and unable to complete the requested work. Fees have been withheld pending completion of requested actions. An update to membership will be provided when available.

- **MALC Update**

No actions have occurred since our last meeting. MALC's latest brochure is available on the website under "About".

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.

Member Open Forum

- Membership that the main lamp post by the entranceway cul de sac was cracked and needed to be resolved.
- Membership was advised that vehicles with signage and trailers were not allowed to be parked in the neighborhood
- Neighborhood block party was discussed.

2022 Board of Director Election Results

Pete/Rene reported the election results to membership (see attached):

George Lambe	42
Blank	00
Invalid ballot	00

The meeting was adjourned.

Respectfully submitted

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

Fellow Prairie Grass Preserve Members,

Thank you to all who attended our annual meeting a few weeks ago. We had some great discussions and several questions/areas of concern were brought up. We would like to take this opportunity to follow up to those that were there and to share these responses with Membership.

1. Garbage debris in front marsh area by entrance sign and along road

This is challenging as the Wisconsin DNR frowns upon us going into these areas, yet there is garbage present. Further down in the message we will be discussing an annual/bi-annual neighborhood cleanup that may partially address this issue. In the past we had volunteers do a group walk around and collect most of the items. Should we do that again? See the attached survey to respond with your thoughts.

We could also discuss this with our HOA landscaper company and see what the cost would be for them to collect this debris on a periodic basis, but that is not currently accounted for in our existing budget.

2. Can we put a fountain in large retention basin?

There would be a significant cost to run a power line, connect it to our existing meter behind the entry sign or a Member's electrical near the basin, not counting the ongoing operating expenses and maintenance. This is a quite significant dollar amount that we do not have currently budgeted. In addition, there would remain the question of which, if any of the additional retention basins would receive the same enhancement. At this point in time, the Board cannot recommend that the HOA move forward with this suggestion.

3. Geese spray update

Rene would like to report that they tried it on their property and it has not worked very well for the money. Other ideas being considered are a coyote or swan statue to see if that deters them.

4. A few reminders to all our new neighbors on issues raised at the meeting:

- **Garbage Containers**

More detailed specifics regarding expectations in this space can be found in section 3.47 of Architectural Guidelines document, but a few highlights that seem to be misunderstood include:

- Trash receptacles and recycling bins shall not be placed at street for pickup prior to 7:00 p.m. the day before the scheduled pickup.
- Trash receptacles and recycling bins shall be collected promptly after trash pick-up (the same day as trash pick-up).
- Trash receptacles should not be visible from the street or from neighboring houses except when placed out for collection. Please store your garbage containers in the garage or an area unseen from street view.
- We have also seen many containers overfilled with the top not in place. Please do not overload them. With the recent high winds, cans are getting knocked over and debris is spreading across our development.

- **Boats/Campers**

If a visible boat or camper will be at your residence for longer than a day or two for a quick cleaning or winter prep, remember that an Architectural Approval Request Form (http://pgpassoc.com/wp-content/uploads/2020/10/Architectural-Approval-Request-Form-2007_07_20v2.pdf) must be submitted to the Board for communication and approval.

- **Vehicle with Logos/Letter**

Any vehicle with signage, logo, letter that is for commercial use, is not allowed to be parked in the drive except when service personnel is visiting to perform a specific task. Residents/visitors vehicles must be garage parked or a black magnetic covering must be put over the signage, logo or lettering.

5. Front entrance PGP monument sign

We are working to get quotes on alternatives to repair/paint/tile/stone cover our entrance way signage. We will keep Membership advised as this process moves forward.

6. Survey for opinions, volunteers, and service provider information

The attached survey link <https://www.surveymonkey.com/r/RV6YS2D> is to get your thoughts on:

1. Interest/Support to run and/or attend a neighborhood block party
2. Interest/Support to run and/or attend a neighborhood cleanup as discussed in point 1
3. Collect the names and contact information for any trusted, quality service providers/contractors that you have utilized that we can post on our web page for other Members to use if needed. All areas of service are welcome from plumbing to landscaping to snow plowing to painting! Your feedback will be truly appreciated by those looking for some quality help! A consolidated list will be posted on the PGP HOA website and updated as appropriate.

If you have any additional questions or suggestions, please contact us by eMail at pgpassoc@yahoo.com or by US mail @ P.O. Box 320051, Franklin, WI 53132.

Thank you and enjoy the summer!

Prairie Grass Preserve Board of Directors

Pete Kamboutis
President

Rene Martin
Vice President

George T. Lambe
Secretary & Treasurer