Summer Oaks Condo Association Board of Directors Meeting Agenda

August 19th, 2023 9:00am

I. Call to Order

- a. Meeting called to order at 9:02 am
- b. All board members present in person, including property manager Andi

II. Approval of Minutes from the April 22, 2023, Board of Directors Meeting

a. Motion to approve minutes by Ed, seconded by Gibson, meeting minutes approved

III. Secretary's Report

a. Nothing to report

IV. President's Report

a. Nothing to report

V. Vice President's Report

- a. Thanked Jerry for putting together a clean-up crew of residents from July wind storms
- b. Asked to further discuss step replacement to cove stairs

VI. Treasurer's Report

- a. Budget Review
 - i. Re-Bid of HOA Insurance
 - 1. American Family Insurance may be out to check property
 - 2. Board agrees to check other possible providers for best price as it has been a number of years since we have insurance bids
 - ii. Goal of minimum reserves at 40% of operating expense
- b. Gary motion to approve July 23 Budget, Russ 2nd, all in favor

VII. Building & Grounds

- a. Pool updates
 - i. Badger set to come Sept. 21st to close
 - ii. TDS will shut down phone/internet
 - iii. New gas meter will be installed by Alliant Energy this fall, Andi will schedule this
 - iv. 2024 Pool Maintenance Contract
 - **1.** Josh will be contacted for new contact
 - v. Future Pool Maintenance
 - 1. Pool deck maintenance, Badger Pool is to look into this issues
 - vi. State of Wisconsin is making a push to automatic chlorinators, board will need to keep this in mind for the future
- b. Sidewalks
 - i. Pool & tennis stairs complete & paid
 - ii. Anything else before winter
 - 1. Ed notes unit sidewalks at units 1 & 2
- c. Gray's Parking Lot Maintenance
 - i. Quotes 3
 - **1.** Gasser \$59,000
 - **2.** Pickets \$70,000

- 3. Hills \$84,000
- ii. Same surface area as now, full lot & drive in
- iii. Move garbage/recycling to center of lot
- iv. Parking lot maintenance will be tabled until budget review
- d. Building 1 dock stairs update
 - i. Cove stairs, estimates
 - 1. All-Tim-It Landscaping
 - **a.** \$24,782
 - **b.** remove steps/add precast steps
 - **2.** K&M
 - **a.** \$30,000
 - **b.** Natural Stone Steps
 - 3. Building permit will be needed
 - **4.** Russ motions to schedule K&M, 2nd by Shelly and passed by all, board suggest to schedule K&M for work by end of fall
 - **5.** \$23,000 out of operation budget, \$7,000 out of reserve budget to pay for project
 - ii. East stairs
 - 1. Replacement to be put on punch list
 - 2. Currently fine at this time
- e. Building 1, water retention near parking lot stairs
 - i. Board will ask K&M to look at during stair replacement
 - . Grays, water retention near parking lot steps to boat dock
 - i. Repair to done by Steve Yanke in future
- g. Tree replacement
 - i. Size/placement, Type, Locations
 - ii. Tree addition to be add hit list, funding to be determined
- h. Tree Trimming/Removal
 - i. Building 8 & unit 63
 - 1. Trimming completed
 - ii. Lilledahl Follow-up
 - 1. Nothing further needed
- Gray Bridges/Decks
 - i. Bridges from parking lot are in need of repair & replacement
 - 1. Gary will get quotes on bridges
 - ii. Timber/Composite deck, replacement estimate

VIII. Property Manager Report

a. Reminder of owner responsibility for individual unit pest control or large items for garbage

IX. Unfinished Business

- a. Harbort water negotiations & shut off valve
 - i. Nothing further needed at this time
- b. Garbage & Recycling
 - i. Current provider has corrected issue and no change needed at this time

- c. Wood pile near septic
 - i. Gibson will follow-up for Merrimac Fire to possibly help with burning pile

X. <u>New Business</u>

- a. Unit 57 Letter
 - i. Due to HOA declarations the garage addition would not be permitted.
 - 1. Please see HOA declaration 14.C
- b. Camera Review Policy
 - i. Shelly to suggested policy/rules for property management reviewing footage
 - ii. Explain camera implementation and rules at annual meeting
 - iii. Tim to motion to adopt, 2nd by Jerry. None opposed
 - iv. Andi will notify owners
- c. Capital Project Tracker & Review
 - i. Gary to work on top project list
- d. Bulk Dryer Vent Cleaning
 - i. Andi will work on setting this up
- e. Annual Meeting
 - i. 10/07/23 at 9:00am
 - ii. Boat out date 10/08
 - iii. Materials & items to be sent out
 - iv. Dino's price sheet for lift/dock removal

XI. Other Business

XII. Adjournment

- a. Motioned by Russ and 2nd by Shelly
- b. Annual meeting on 10/07/23 at 9:00am