Woodlands of Ville du Parc Condominium Association
Annual Meeting Minutes
September 26, 2024
Mequon City Hall

Board Members Present: Barbara Bornstein, Tyler Sattler, Greg Richards, Leif Nesheim.
Absent: Don Vissat

I. Annual Meeting Call to Order at 6:00 pm

II. Roll Call of Unit Holders and Proxies
Terry had residents sign in at the door. Units represented in person were 33, with an additional 11 proxies presented. Total of 44 units were represented.

III. Proof of Notice of Meeting: Notice of Meeting was sent out September 5, 2024.

IV. Reading of Minutes of Preceding Annual Meeting
Shel Lozoff moved to approve the minutes without reading and David Hoogerland seconded the motion. The motion to approve the minutes was passed unanimously by oral vote.

V. Election of Directors
Two seats were available for a 3-year term. Three owners initially agreed to be nominated for these two seats: Tyler Sattler (incumbent), Don Vissat (incumbent) and Connie Hoogerland. Connie Hoogerland withdrew her name at the meeting. Lynn Streeter moved to close nominations, and Tom Brown seconded. Terry asked for a voice vote with Tyler and Don elected unanimously.

VI. Property Manager's Report
A. Terry reported that as of September 25, 2024, our Operating Budget had a monthly balance of $10,108.04 and our Barrington Reserve balance was $142,283.87. Terry distributed and reviewed the income statement dated 8/31/2024 and explained various categories.

B. Terry highlighted that our insurance continues to rise due to a national trend in the industry. Our insurance costs have been $50,000 annually and are expected to rise $18,000 next year. He reported that many companies are no longer interested in insuring condominium associations. Shel Lozoff asked the reason for this, and Terry replied it is because of risk insuring the large number of units. Tyler Sattler added that the age of our units also contributes to the cost. Scot Streeter asked Terry what is our biggest risk factor at the Woodlands, and Terry replied probably our roofs, but

he doesn't see that we have any extraordinary risk factors. State Auto is our current insurance company, but our agent bids it out each year.

C. Terry also explained an upcoming project of siding repairs that will necessitate $15,000 from the Reserve Fund, and also explained that the Reserves constantly changes with the flow of funds received and spent.

D. Beth Peterson asked if our Reserve Funds was at a current deficit. Terry replied that no, we do not have a deficit and we are maintaining our Reserves well, typically with $200,000 on average. In essence, our Budget is balanced for 2024. We also have been receiving dividends on our funds, but these dividends are also subject to tax.

VII. Reports of Officers

A. President: Barb Bornstein thanked Terry Handel for the Board's strong working relationship with Hunt Management. She also thanked all of the Board Members and Committee Members as follows: Tyler Sattler (1st Vice-President and Architectural, Greg Richards (Treasurer and Finance Committee) , Don Vissat (Secretary), and Leif Nesheim (2nd Vice-President), Barbara Bedore (Chair of Landscape Committee), Joann Brown (Member of Landscape Committee), Todd Gordon (Chair of Finance Committee), Bonnie White (Member of Finance Committee), Scot Streeter (Member of Finance Committee) and Doug Mickelson (Former Member of Finance Committee). She also thanked Barb Friedman and everyone who pitched to help with the summer social event this year.
Barb also highlighted that David J. Frank has been our landscaping vendor for the last 6 years, having fulfilled two 3-year contracts. Our contract with them expires at the end of this year, so the Landscape Committee and Board Members have worked on clarifying our RFP and 6 companies have been contacted and submitted proposals. The Board and Barbara Bedore will meet with the 3 most desirable vendors next week for in-person interviews. Once the Board selects a vendor, members will be notified.
Barb also reminded owners that if they wish to make either landscape improvements or building improvements, they should seek approval from the Landscape Committee (Barbara Bedore, Chair), or Tyler Sattler (Buildings & Architectural).

B. Treasurer
Greg Richards deferred his comments to later in the meeting during the Finance Committee report.

VIII. Report of Committees

A. Landscape Committee—Barbara Bedore thanked all owners who have put their own time and money into their properties, as this enhances the beauty and value for everyone's enjoyment. She explained that the Landscape budget consists of 3 areas: Landscape Maintenance (our contract with our vendor for routine care), Forestry (to address trees needing trimming or removal) and Landscape Improvements (to address shrubs or special projects such as the center entrance). The Landscape Improvement category has had the smallest budget. Barbara explained that about half of the Forestry budget was used to remove dead and dying trees or to trim trees in the Golf Circle and Golf Drive center islands earlier this year. If funds remain available, the remainder of the Forestry budget will be used to trim back or remove trees that are rubbing against siding or roofs, on a priority need basis that our funds will allow. She also reported that the Landscape Committee recognizes that lawns need remediation, so that will be targeted as a priority. Our lawns are diverse and challenging, and in many cases shallow tree roots interfere with grass growth. After advice from 5 different vendors, we proceeded with aeration and seeding this summer to begin to address the lawn issues. Barbara welcomed suggestions and volunteers to join the Landscape Committee.

Jean Hecht asked if there is a record maintained of owner requests for lawn or forestry issues, and Barbara indicated that she has kept these records since she has been Chair for the last 2 years. She also reminded owners to submit their requests on the Hunt website, which also preserves the date of the request.

B. Buildings/Architectural

Tyler Sattler thanked the members of the Board for their extensive time commitment. He handed out an expense list of Architectural Repairs/Maintenance for January-September 2024 and explained each: Roofs/gutter replacements-2 buildings and repairs ($95,635), Painting-3 buildings ($23,841), Siding Repairs-multiple ($31,279), Foundation/drainage ($19,436), Chimney/masonry repairs-multiple ($13,230), Driveway repairs/crack filling ($8,390), Sidewalk repairs ($900), Mailbox repairs ($915), and Miscellaneous Siding Repairs-10 Units to be completed this Fall ($15,124). The grand total of these projects is $208,750. Tyler reported that it is important that siding repairs are done before units are painted, and this has not been historically done.

Beth Peterson asked why the repairs were made with cedar siding rather than a cement-based option that is less subject to problems. Tyler replied that would not work well for patching projects, only if replacing an entire side.

Debbie Sweeny asked how much it costs to replace a mailbox, noting that some are in poor condition. Debbie suggested that since there are 2 mailboxes on one post, perhaps the 2 owners that share the post could each pitch in $200 to replace the

mailboxes. Tyler responded about $400, and if your mailbox needs repair to submit a request. Some mailboxes have already been replaced.

C. Finance Committee

Greg thanked his fellow Finance Committee members for all of their work over the last several years. He highlighted that the committee initially surveyed other condo associations and found that only the Lakes of Ville du Parc covered extensive items similar to our association. He noted that when comparing our fees to the Lakes of Ville du Parc they were similar to ours at the time checked. He also discussed the results of the survey completed by owners. The results showed very strong support to continue with the By-Laws as they are, and Greg explained the difficulty in changing the By-Laws with a 3/4 majority required. Owners indicated a strong preference with maintaining the status quo. The Finance Committee concluded there were few alternatives to maintaining our governing documents as they are, and owners would pay either through their fees or if the By-Laws were amended they would still pay for repairs out of their own pocket. Owners strongly favored keeping the current unit coverages in-tact, with the Board increasing fees as needed to cover expenses. Special Assessments were viewed favorably as an option when necessary for unforeseen expenses. The survey summary will be posted on the Hunt website for owners to read.

Scot Streeter pointed out that homeowners are reaping the benefits of major repairs such as the new roofs when they sell, and this should be kept in mind in relation to the fees we pay.

Leif noted that it's a great insurance policy for owners to know that the Association will pay for major, more costly items.

Greg also reported that the Board will set the 2025 budget before the end of the year. Changing to monthly payment of fees has worked out very well and helped our cash flow. In total our fees generate $418,000 per year. Roofs are currently our largest expense, with Landscape Maintenance second. It is likely fees will need to go up in 2025 due to increases in insurance cost, inflation, and repairs due to the aging of our units.

IX. Old Business

No old business was presented.

X. New Business

It was asked where we can find the directory of owners. Terry responded that the directory is always available and updated on the Hunt Management website. If you would like a PDF version, email him and he will send it to you.

Scot Streeter asked if the Welcome Brochures are still distributed to new owners. Terry indicated that they are being sent to new owners.

XI. Adjournment

Tyler Sattler motioned to adjourn, and Pat Kerns seconded. The meeting was adjourned at 7:20pm.