Pheasant Run Condominium Homes Association, Inc.
Board of Directors Meeting
April 22, 2026

Terry Handel called the meeting to order at 2:01 P.M. on "ZOOM."

Present: Board members – Brian Spyhalski, Peg Vollmer, Margaret Schultz, Eric Furness, and Betsy Royals.

Excused: Board member Ellen Sternig.

Others Present: Terry Handel of Hunt Management and Gregg Burzynski of Heritage Landscape.

Unit Owners Present: Jim Andritsch, Rick Astley, Pete Chadwick Marie & John Fonslow, Marilyn Lindemeyer, Patty Ordman, Terry Royals, Chuck Schlick, Gordon Schultz, Kathleen Spyhalski, Phil Steffen, Bruce Stenz and Jerry Strom.

Heritage Landscaping Report: Gregg Burzynski reported that the spring clean up has been completed. The lawn cutting might be done tomorrow. The fertilizing will be done at the end of the week. Plow repairs will be done next week. Terry Royals thanked Gregg Burzynski for cleaning up the tree damage from the storms. He is working on prices for fixing drainage repairs. Terry Royals asked if he had suggestions of quick growing replacements for the tree damage. Brian Spyhalski thanked Gregg Burzynski for cleaning the catch basins. He also would like to discuss snow removal on the roads.

Approval of Previous Meeting Minutes: Margaret Schultz made a motion to correct a spelling error in the March 25,2026 minutes under "New Business"- change Directory Vacancy to "Director Vacancy." Motion was made by Brian Spyhalski and seconded by Betsy Royals to approve the minutes. Motion carried.

Financial Report: Terry Handel reviewed the Financial Status Report as of April 22, 2026. Motion was made by Brian Spyhalski and seconded by Betsy Royals to transfer $36,469.00 for windows from the Reserve Account to the Operating Account to pay the following payables to Productive Builders, Inc. 19190B Stonehedge Drive, 550B McPride Lane and 655D MacHenry Circle. Motion carried.

Owner Matters/Correspondence: Motion was made by Brian Spyhalski and seconded by Eric Furness to approve window replacement at 655B MacHenry Circle. The cost of the replacement would be $4,050.00 for the unit owner and $3,265.00 for Pheasant Run HOA. Total cost is $7,315.00. Motion carried.

President's Report: Brian Spyhalski reported that Rick Astley and Ken Krueger did a walk around checking the alarms for any bird nests. Brian Spyhalski thanked Terry & Betsy Royals for their efforts for the spring clean-up. Bruce Stenz and Brian Spyhalski checked the damages on the curbs caused by the snow plowing.

Committee Reports: Eric Furness provided a summary of the four CD investments, which total $342,863.00 to date. He also noted that the final version of the Reserve Study had been completed and that Reserve Advisors had incorporated the changes recommended by the sub-committee. A copy of the study was distributed to each Board member. Eric further stated that a budget development template and six-month timeline are in place for the presentation of the 2027 Operating & Reserve budgets to homeowners at the Annual Meeting on October 26, 2026. The timeline can be adjusted for future budget development cycles.

Social-Newsletter: Kathleen Spyhalski advised the Board to send her their information for the spring newsletter. The social committee is working on the three summer monthly events. The July event will be a special event.

Communication: Peg Vollmer reported that one new resident has moved into the complex.

Buildings: Brian Spyhalski reported that he observed some damage caused from the storm.

Landscape: Terry Royals reported that the landscape captains will meet in the next few weeks. The removal cost of trees is about $600.00-$1,000.00 per tree. Hoppe Tree Service indicated the cost for the treatment of the six ash trees will be $902.48. This treatment is bi-annual.

Grounds-Driveways, Concrete/Mud-Jacking & Caulking, Mailboxes, Light Posts: Brian Spyhalski reported nothing to report this month.

Roofs-2026 Roof replacement & Misc. Repairs: Brian Spyhalski reported nothing to report this month.

Asphalt/Roads-2026 KSingh Inspection: Bruce Stenz reported that annual street cleaning of the roads was done yesterday, April 21, 2026. KSingh will do a walk around inspection report on the roads. There were eleven catch basins that were quite dirty. Some of the curb lines have been damaged from the snow plowing.

Old Business:

**** **TDS/Spectrum:** Terry Royals advised that TDS would send a quote on cable and internet service for the complex by this Friday, April 24, 2026. Spectrum is going to send a quote for internet, cable, and phone services as well for comparison. Both TDS and Spectrum have been given our list of addresses and units at each address. Spectrum would use the central billing model billable as one bill to our Association each billing period rather than billing each unit owner directly.

****620A Willowick-Battery Back Up Sump Pump:** The third sump and battery backup has been installed by Ideal Mechanical supported by the Board's approval of the quote to install this sump pump at the monthly board meeting in March '26. The sump pump is operational and performing sufficiently.

New Business:

Director Vacancy: Terry Handel advised that there is one vacancy for the Board position.

Such Other Business as May Come Before the Board: Terry Handel told the Board that Peg Vollmer will be resigning from the Board as of this meeting. Motion to accept her resignation was made by Brian Spyhalski and seconded by Margaret Schultz.

Adjournment: Motion was made by Brian Spyhalski and seconded by Betsy Royals to adjourn the meeting at 3:25 P.M. Motion carried. The next monthly meeting will be at 2:00 P.M. on May 27,2026 on "ZOOM."

Peg Vollmer
Secretary, Comptroller & Communications

Pheasant Run Condominium Homes Association, Inc.
Board of Directors Meeting
May 27, 2026

Terry Handel called the meeting to order at 2:00 P.M. on Zoom.

Present: Board members – Brian Spyhalski, Margaret Schultz, Eric Furness, Betsy Royals and Ellen Sternig

Others Present: Terry Handel of Hunt Management and Gregg Burzynski of Heritage Landscape.

Unit Owners Present: Terry Royals, Kathleen Spyhalski, Rick Astley, Pete Chadwick, Chuck Schlick, Gordon Schultz, Phil Steffen, Katie Lawler, Mike Woods, John Fonslow, Carol Miner and Carol Wasemiller.

Heritage Landscaping Report: Gregg Burzynski reported Heritage will pass on cutting the grass for Thursday, May 28th. Weed spraying will start on Thursday May 28th as well as snowplow damage areas will begin to be addressed. Mulching will also begin on Thursday, May 28th. Tree shoots growing through shrubs and bushes will be cut out when trimming occurs.

Approval of Previous Meeting Minutes: Motion was made by Brian Spyhalski and seconded by Margaret Schultz to approve the minutes of April 22, 2026. Motion carried.

Financial Report: As of today, the operating fund, we've got two accounts right now. We always set up sweep accounts and make sure we're federally insured in both **accounts.** The Association has $127,835.04 in one and 171, 086.66 in the other for a total of $298,921.70. Terry Handel reviewed the Financial Status Report as of May 27, 2026. Motion was made by Eric Furness and seconded by Brian Spyhalski to transfer $9,336.00 for windows from the Reserve Account to the Operating Account to pay the following payable to Productive Builders, Inc. We only have one payable in the reserve today and its one (1) Productive Builders payable for $9,336. That was for window replacements at 197070C Stonehedge, Mike Woods unit. Of that $9,336, Mike is going to pay $5,143, putting the net cost to the association at $4,193.19070C Stonehedge Drive. Motion carried.

Hunt Management has switched from the use of AdobeSign to DocuSign as part of a large IT upgrade Associa (parent company of Hunt Management) asked Hunt Management, along with other Associa branches, to partake in during mid-May 2026. The only Hunt Management platform is no longer available. Associa is enforcing the adoption and use of TownSq. Terry Handel will investigate TownSq functionality allowing the entry and communication of HOA messages to all unit occupants rather than just 1 person from each unit.

Eric Furness has written a program to take our invested CDs and compare against our reserve balance. Currently, our CD investments are 34% of our total reserve balance. Eric plans to discuss the percentage of our total reserve balance, possibly increasing from 34% to 50% with the Finance Committee on Wednesday, June 3rd' scheduled committee meeting. Eric stated our HOA will continue to ladder the existing CD investment as they mature.

Owner Matters/Correspondence: Ellen Sternig has recently reported a broken basement window to Hunt Management as a maintenance request but has not been contacted by the contractor to address replacement of the window. Terry Handel will follow up with the contractor and report back to Ellen the status.

President's Report: Landscape Committee activities are in full effect with many volunteer individuals involved. Weather has been dry and as a result the grass is showing the effects of little to no rain during May after a very wet April. Regarding the ongoing Reserve Study subcommittee efforts, an RFP is being drafted to solicit bids for a survey by a Board approved engineering contractor for our siding and window assets to gather this information for purposes of analyzing our long-term replacement needs to a greater

degree than is currently represented in the 2025 Reserve Study just completed and agreed with Reserve Advisors in April 2026. The RFP should be ready to broadcast by mid-June. Brian thanked Peg Volmer for her many years of volunteerism on the Board since 2000. As a result of Peg's departure from the HOA

and as a Board officer, Brian made a motion to have Margaret Schultz become the Board's Secretary effective with today's meeting through

October 2026. Margaret Schultz would vacate her Board's Vice President position, and Betsy Royals would become the Board's Vice President. Lastly, Kathleen Spyhalski is recommended to become the Recording Secretary for purposes of taking the monthly Board meeting minutes. It is noted Kathleen is not a Board member and has no voting rights. Betsy Royals seconded the motion. The motion carried unanimously.

Committee Reports:

Finance Committee: Eric Furness has requested a Finance Committee meeting for the Week of June 1st to discuss variability in annual reserve contribution amounts each of the next 5 years, which are higher in some years than others. The thought is to consider the smoothing of the next 5 years total reserve account contributions to an average rather than variable amount year by year as currently identified in the just completed 2025 Reserve Study. Eric has created a program for the Committee members to use to develop/create their individual 2027 budget projections which Eric will share in June. Additionally, Eric has created a program for the next Board Treasurer (Eric's term expires in October 2026) using Python as the coding language to allow the program to download the HOA's monthly General Ledger Report released by Hunt Management each month. This program will allow the Treasurer to manipulate the General Ledger data in an easy format for analysis and reporting purposes which the static General Ledger Report (PDF format) obviously does not allow today.

Mike Woods asked Eric Furness and Terry Handel if we are still on an accounting cash flow basis rather than accrual basis. Eric and Terry confirmed cash accounting basis is currently being used and the Associa provided system is not conducive to accrual basis accounting method. Ensuing conversation occurred between Mike, Eric and Brian regarding the upcoming 2027 budget planning process and the coordination between the Finance Committee, Treasurer, President, Terry Handel and the committee lead in working together in a proactive manner to arrive at an approved budget for presentation at the October 2026 annual board meeting to the unit owner members.

Social-Newsletter: Kathleen Spyhalski advised the Board to send her their information for the Spring Newsletter which is projected to go out the Week of June 9th. The first of three Meet & Greet events is scheduled for June 16th. There is wrinkle in the final Meet & Greet for August which is being worked out so the specific date for the 3rd event in August is TBD currently with a final date to come by June 8th to all unit owners via a mailbox flyer handout from the Social Committee.

Communication: Terry Handel suggested based on Peg Vollmer's departure from the Board that the Communication Committee's report out be rolled into the Social Committee report out. Brian Spyhalski, as President, and Kathleen Spyhalski, as the Social Committee Chair agreed as a go-forward decision. Brian Spyhalski requested a meeting between Margaret Schultz, Kathleen Spyhalski, Terry Handel and himself to discuss what communications occurred between Terry and Peg Vollmer which need to transition to Margaret.

Buildings: Brian Spyhalski reported the Reserve Study asset detail RFP is in the works. Brian has been in touch with BB Home Improvement Services (deck contractor) to identify the deck priority for 2026.

Terry Handel mentioned he and Bruce Stenz want to get dryer venting cleaning on the agenda for June 2026 board meeting. Terry Handel also mentioned he has researched but cannot find a prevent cage for our fire alarm bells to keep birds from nesting. Our fire alarm bells are older and of larger than normal variety which is keeping us from finding a bird cage large enough. At this point, we'll continue to remove birds' nests as a reactive measure. Dublin Contractors will begin the annual painting tranche (8 buildings)

on June 1st. Terry Royals has identified several downspouts which have become impacted/clogged and need cleaning to avoid drainage issues. We need to take this offline and discuss a longer-term solution to the cleaning of downspouts. Brian reported connecting with the Ordman's about their identified drainage issues at 19230A McAllister. Brian, along with Bruce Stenz, Phil Steffen and Jim Andritsch met to discuss with SJS a plan to alleviate basement water issues because of cracked patio concrete and step.

Landscape: Terry Royals reported the landscape captains meet in late May. Sprinklers will go on June 1st. Base water usage is calculated from September 1st to May 31st for the 9-month period. From June-August, we don't pay sewer charges because the City of Brookfield assumes water is being used for watering so sewer charges for these 3 months are offset by irrigation purposes. Due to the dry conditions, Terry Royals asked if we could start up the irrigation in a few days prior to June 1st. Terry Royals indicated several trees will need to be removed and Betsy and he are coordinating with Heritage. The tree removals will begin in 2-3 weeks. Terry and Pete Chadwick will talk about turning on the sprinklers and which ones to possibly not turn on due to drainage issues.

Grounds-Driveways, Concrete/Mud-Jacking & Caulking, Mailboxes, Light Posts: Brian Spyhalski presented an unnamed unit owner's request to paint the 11 existing galvanized steel street posts black. Brian provided the Board members with an email communication about this request in preparation for a Board vote. 3 of the 11 posts are owned by the City of Brookfield. Brian made a motion to reject the unit owner's request to paint 8 posts. Margaret Schultz seconded the motion. The motion carried unanimously. Phil Steffen will oversee Honeyager's mud jacking of the Andritsch's concrete patio and step/stoop on May 28th at 685A McNally. Brian will let Dublin Painting know to move 685 McNally building painting from 2nd of the 8 buildings to 8th of the 8 buildings. Brian recommended a meeting between the Landscape Committee, the Andritsch's, Terry/Betsy and Heritage to determine the remediation plan for the garden area between the Andritsch's patio and privacy fence has degraded and is contributing to the water in the basement issue. Phil Steffen, Rick Astley and Ken Krueger have performed a walk-round in observance of driveways requiring mud jacking. Phil will present the list to Honeyager Mud Jacking for a quote and present to Brian Spyhalski as the Buildings and Grounds Committee chair for consideration and presentation to the Board for approval.

Roofs-2026 Roof replacement & Misc. Repairs: Brian Spyhalski, committee chair, made a motion to accept SJS Roofing & Construction's proposal as the winner of our 2026 roof & gutters replacement project for 19235 McAllister and 19255 McAllister in the respective amounts of $43,177.00 and $43,652.00 for a total of $86,829.00 against the 2026 Reserve Account budgeted amount of $92,000.00. Betsy Royals seconded the motion. The motion carried unanimously.

Brian Spyhalski made a subsequent motion to accept SJS Roofing & Construction's proposal as the winner of our 2027 roof & gutters replacement project for 19260 McAllister and 19300 McAllister in the respective amounts of $43,840.00 and $43,840.00 for a total of $87,680.00 against the 2027 Reserve Account budgeted amount yet to be determined due to the fact the 2027 budget has not been reviewed and agreed to yet. This advance award has become a critical finance decision as CertainTeed has made SJS Roofing & Construction aware of a June 1, 2026, price increase of 10% and a yet to be announced but known July 1, 2026, 10% price increase because of the Middle East conflict with Iran. SJS Roofing will perform roof replacements in October 2026 and invoice in January 2027. The CertainTeed shingles need to be installed within 6 months of SJS' purchase from their distributor to maintain the shingle warranty. SJS has agreed to wait for payment until the beginning of our 2027 fiscal year in January 2027

but perform the roof and gutter replacement in October 2026. Eric Furness seconded the motion. The motion carried unanimously.

Asphalt/Roads-2026 KSingh Inspection: The catch basin clearing project contracted with Heritage Landscape has been completed. The Road Inspection Report by K. Singh & Associates, Inc. is in process and Bruce Stenz is waiting for the report which should be in our hands by mid-June for review.

Old Business:

****** TDS/Spectrum:** Terry Royals advised Spectrum to provide him with a preliminary offer which is awaiting executive management approval. The offer is expected to provide cost savings for our Association's existing Spectrum internet & cable customers in our HOA. Terry Royals has a quote from TDS in-hand for comparison purposes. There will need to be consideration for those unit owners in the minority who do not today have either an internet provider or cable provider. Additionally, there may be unit owners locked into a competing internet service provider with whom they have a commitment term to live out with no termination for convenience option which will need to be considered as part of the final equation of benefits by bundling our entire HOA with either Spectrum or TDS for a commitment period to receive the lower package fees for internet and cable many of our unit owners are paying today.

New Business:

Director Vacancy: Terry Handel advised that there are 2 vacancies for the Board positions.

Such Other Business as May Come Before the Board: None.

Adjournment: Motion was made by Brian Spyhalski and seconded by Betsy Royals to adjourn the meeting at 3:39 P.M. Motion carried. The next monthly meeting will be at 2:00 P.M. on Thursday, June 25, 2026, on "ZOOM."

Brian Spyhalski
Board President

Pheasant Run Condominium Homes Association, Inc.
Board of Directors Meeting
June 25, 2026

Terry Handel called the meeting to order at 2:08 P.M. via Teams.

Present: Board members – Brian Spyhalski, Margaret Schultz, Eric Furness, Betsy Royals and Ellen Sternig

Others Present: Terry Handel of Hunt Management

Unit Owners Present: Terry Royals, Kathleen Spyhalski, Rick Astley, Phil Steffen, Bruce Stenz, Carol Wasemiller, Gordon Schultz, Patty Ordman

Heritage Landscaping Report: Terry Royals reported on behalf of Greg (Heritage Landscape) that mulching is in process. Weed spraying continues. Mowing will occur Friday (tomorrow) due to wet conditions earlier in the week. Heritage is prepared to tackle the spring punch list, with several items to be discussed later in the meeting.

Approval of Previous Meeting Minutes: Motion was made by Ellen Sternig and seconded by Betsy Royals to approve the minutes of May 27, 2026. Motion carried.

Financial Report: Terry Handel reported the Operating balance total is $223,065.89. Payables include one bill for repair of the underground line between 635 and 680 McNally. Prepaids/receivables show no issues. Reserve balance totals $1,079,767.50.

Owner Matters/Correspondence: None.

President's Report: Brian Spyhalski reported that committee work is underway to prepare FY2027 operating and reserve budgets ahead of the October Annual Meeting. Templates and timelines have been distributed. Contract discussions are ongoing for several committees.

Brian thanked all committee members for their continued involvement.

Committee Reports:

Finance Committee: Eric Furness presented a comprehensive update on the development of the FY2027 budget and the Association's reserve investment strategy. He noted that costs of building materials is trending higher than projected in the 2025 Reserve Study, prompting the committee to review investment options to offset rising inflation. Current certificate of deposit (CD) investments total $342,000, all maturing by October 28. To strengthen reserve earnings, the committee recommended purchasing two additional three-month CDs at $200,000 each.

A motion to purchase one $200,000 CD was made by Eric Furness, seconded by Betsy Royals, and carried. A second CD may be purchased later in 2026 depending on reserve liquidity and upcoming project invoices. Terry Handel added that a CD maturing July 12 will be rolled over, and Eric confirmed that the laddering strategy should continue.

Eric also reported that monthly financial reviews have begun and may transition to a quarterly schedule. Work continues on establishing a controlled digital repository for committee documents in collaboration with Rick Astley.

Social-Newsletter: Kathleen Spyhalski reported that the June Meet & Greet drew strong attendance despite weather concerns. She confirmed that the upcoming America's 250th Potluck Picnic will be held on July 15 from 4:30 to 6:30 PM. The Spring *Pheasant Runner* Newsletter was distributed in early June.

Communications: Kathleen reported that updates are underway to the new-homeowner welcome packet and process. She asked how notifications for new owners will be routed, and Terry Handel confirmed that the designated community member, now Margaret Schultz, will receive copies of Hunt's welcome letters.

Kathleen raised the idea of adding a brief social component before the Annual Meeting of Members and inquired about the preparation of the homeowner meeting packets. Terry noted that mailing materials ahead of the meeting would be more efficient. However, this would require committees to finalize materials sooner, likely by October 1.

Buildings: Brian Spyhalski reported Dublin Contractors has been on site since the beginning of June performing the annual painting of the 9 buildings this year. Dublin's work efforts will continue through June into July.

Landscape: Terry Royals reported that front-yard mulching is nearly complete, with Heritage expected to use 125 yards of material at a total cost of approximately $10,625 plus tax, achieving a savings of about $1,400. Back-yard mulching will be deferred until next year.

He noted that the sprinkler system experienced several issues during startup, including zones failing to shut off and causing runoff. Adjustments have been made and repairs are ongoing. Terry recommended reducing irrigation from three times per week to two, citing over-watering, drainage concerns, and Brookfield's rainfall averages. Brian Spyhalski agreed with the recommendation, provided the changes are documented in the master controller file. Terry confirmed that updates are underway.

Regarding drainage and tree work, Heritage submitted pricing for several punch-list items: behind 19185 Stonehedge - tree removal, stump grinding, root removal, and regrading at a cost of $2,000; and behind 680 McNally and along Willowick - tree removal and regrading at $4,500. Additional tree removals totaling roughly $2,800 are anticipated. Terry asked when reserve funds should be requested, and Terry Handel advised that once the landscape budget is exceeded, a formal Board request should be made. Eric Furness added that the 2026 Reserve Study includes $30,000 for tree work, and those projects should be charged to the reserve tree account.

Finally, Terry reported that Hoppe has completed ash-tree treatments. Honey locust trees are showing aphid activity, with treatment costs estimated at $250 per tree. Further assessment of tree health is underway.

Grounds: Phil Steffen reported that 19220 Stonehedge Drive has three new driveway cracks due gutter extensions that are too short and water seeped into the flower beds and below the new driveway blocks. Last year, the cost to repair the double uneven driveways separated by a wrought iron fence and to repair the wall was $30,000 and a work order was submitted last November to Hunt Management.to correct the gutter extensions. Phil asked Terry Handel to have Alan (Hunt Maintenance) add short stub extensions. Terry Handel acknowledged the maintenance work order is still outstanding and will be re-addressed in collaboration with Phil.

Phil asked the landscape captains, during their spring walkthroughs, to pay particular attention to the patio slabs of each unit closest to the basement wall foundation to determine if supporting dirt is missing. It's possible that animals are tunneling under the patio and removing the soil that supports the concrete. "Over time, the patio can crack, sink, or pull away from the building because the concrete no longer has a solid foundation underneath it."

These burrows can create pathways for water to collect next to the structure and contribute to settlement or drainage issues over time. The cost to repair concrete patios is substantial due to the cost of concrete, labor, or cost to mudjack the sunken patio. Also, this situation can cause water issues in the basement. Reporting these issues to Hunt Management and the Buildings & Grounds Committee and the Landscape Committee is important when observed as soon as possible to prevent major damage before it occurs.

Phil Steffen recommended Heritage be included in developing a plan to fill the most egregious holes with gravel and top with dirt. Phil and Brian Spyhalski (Buildings & Grounds) agreed to work together to determine the specific operating accounts within the Buildings and Grounds general ledger the funds will come from to cover the cost of Heritage's fees.

Brian Spyhalski made a motion to the board to approve the proposal from Wandsnider Landscape Design & Construction in the amount of $1,450.00 made up of two components: $250 for an onsite consultation at 19230A McAllister on June 1, and $1,200 for Wandsnider to draw up a detailed plan and description of work to be done to include "shooting elevations" at curb and catch basin cover. Betsy Royals seconded the motion. Motion carried.

Roofs-2026 Roof replacement & Misc. Repairs: Brian Spyhalski reported that roof replacements for buildings 19235 and 19255 McAllister are scheduled to begin in mid-July 2026. He received confirmation from SJS, the contractor and will notify the affected owners once work commences. He also noted that repairs at 18850 Stonehedge originally planned for late May, have been rescheduled for mid-July to coincide with SJS's presence in Pheasant Run.

Brian further explained that SJS will complete a roof repair at 685A McNally as part of the triage effort addressing ongoing issues, complementing Phil's earlier work with Honeyager's Mudjack Service on the concrete patio and step. This repair is considered temporary, as a full roof replacement is being considered for next year.

He concluded by sharing that roof repair expenses remain minimal after five months despite significant rainfall, indicating that SJS's previous repairs have held up well and overall roof maintenance continues to perform effectively.

Asphalt/Roads-2026 KSingh Inspection: Bruce Stenz reported that street sweeping was completed on April 21 and all 56 catch basins were cleaned on May 2 ahead of the annual road inspection conducted with KSingh & Associates on May 9. The final KSingh inspection report dated June 11 has been received and is under review. Bruce will prepare bid requests based on the findings.

Year-to-date asphalt and drainage maintenance totals $3,815, leaving approximately $8,000 available for additional catch basin 5-year maintenance (about 15 basins). Bruce may defer minor transition-crack repairs to next year to prioritize catch basin work. If funds remain, select "leaf-collector" basins may be cleaned again before winter to protect the undersized stormwater piping system.

Bruce noted that snow-plowing practices have caused curb-line damage, particularly where heavy snow piles sit for months and where steel plow blades were used. Several curb sections may require replacement in coming years. He recommended revisiting plowing methods, prohibiting steel blades, and possibly hiring a more specialized contractor for spring backfilling and curb restoration.

Brian Spyhalski commended Bruce's ongoing management of the road system and the value of the annual engineering inspections.

Old Business:

TDS/Spectrum: To be discussed during the Executive session immediately following this meeting.

Fire Sprinkler Repairs: None

New Business:

Director Vacancies: Terry advised that there are still 2 vacancies for Board positions.

Dryer Vent Cleaning: The Board discussed concerns about dryer vent blockages, long vent runs, defective exterior flaps, and bird nesting - issues that can cause poor dryer performance and fire hazards. Bruce Stenz suggested exploring a coordinated cleaning program, and Terry Handel described a successful model used in other communities with Dryer Vent Wizard, which offers bulk pricing based on homeowner participation. Cleaning is done entirely from the exterior, with participants billed directly. The Board agreed Terry should obtain pricing and begin the process. Terry also noted that older metal vent covers have faulty flaps allowing bird entry, while newer plastic versions provide dual-flap protection. Dryer Vent Wizard can replace or upgrade covers as needed. When Bruce asked about cages, Terry advised that updated flapped vents are preferred, though cages remain optional.

Such Other Business as May Come Before the Board: Eric Furness raised concerns about Board vacancies expected in October, noting that last year no candidates volunteered and several officer roles had to be reassigned. He emphasized the need for a focused recruitment effort over the coming months to avoid falling below the minimum number of Board members required to operate the Association.

Brian Spyhalski agreed, noting that operating with less than four Board members would force the Association to hire outside management at significant cost. He stressed that many newer homeowners may not understand the role of volunteer governance and that personal outreach such as informal conversations, door-knocking, and one-on-one meetings will be essential.

Terry Handel and Bruce Stenz echoed that recruiting is the only effective solution, as many communities face similar demographic challenges. Bruce noted that without volunteers, the Association may eventually need to hire professionals to manage areas such as landscaping oversight or road maintenance coordination, which would substantially increase expenses.

Carol Wasemiller shared her experience as a former Board member, emphasizing the importance of clear role descriptions, flexibility in dividing responsibilities, and building community connections to help new volunteers feel supported. She highlighted the value of recent social events in fostering engagement.

Patty Ordman expressed interest in joining the Board but noted apprehension about the responsibilities. Brian and Carol offered to meet with her and other potential volunteers to answer questions and provide reassurance.

The Board agreed that active, personal outreach to residents, particularly newer residents, will be prioritized before the October Annual Meeting.

Adjournment: The meeting was officially adjourned at 3:42 P.M. to move into a short executive session with the board members. The next monthly meeting will be held at 2:00 P.M. on Thursday, July 23, 2026, via Teams.

Margaret Schultz
Acting Secretary

Pheasant Run Condominium Homes Association, Inc.
Board of Directors Meeting
Hilton Garden Inn
October 27, 2025

Brian Spyhalski called the meeting to order at 9:00 P.M.

Present: Brian Spyhalski, Margaret Schultz, Peg Vollmer, Eric Furness and Ellen Sternig.

Not Attending: Betsy Royals was out of town.

Motion to approve the following officers of the Association for the balance of 2025 to the end of 2026 was made by Brian Spyhalski and seconded by Peg Vollmer. Motion carried.

President	Brian Spyhalski	(term expires 2026)
Vice-President	Margaret Schultz	(term expires 2028)
Treasurer	Eric Furness	(term expires 2026)
Secretary	Peg Vollmer	(term expires 2027)

The following will be Directors on the Board:

Betsy Royals	(term expires 2026)
Ellen Sternig	(term expires 2027)

Motion to adjourn the meeting was made at 9:20 P.M. by Peg Vollmer and seconded by Margaret Schultz. Motion carried.

The next meeting of the Board of Directors will be held via "ZOOM" on Wednesday, November 19, 2025 at 2:00 P.M.

The Annual Meeting for next year will be October 26, 2026 at 7:00 P.M. The meeting will be held at the Double Tree, 18155 W. Bluemound Road, Brookfield, WI 53045.

Respectfully Submitted,
Peg Vollmer
Secretary, Comptroller & Communications Chairperson

Pheasant Run Condominium Homes Association, Inc.
Board of Directors Meeting
December 17, 2025

Terry Handel called the meeting to order at 2:00 P.M. on "ZOOM."

Present: Brian Spyhalski, Ellen Sternig, Margaret Schultz, Peg Vollmer, Eric Furness, and Betsy Royals.

Others Present: Terry Handel of Hunt Management and Gregg Burzynski of Heritage Landscape.

Unit Owners Present: David Arnott, Pete Chadwick, John Fonslow, Patty Ordman, Terry Royals, Chuck Schlick, Gordon Schultz, Kathleen Spyhalski, Phil Steffen, Jerry Strom, and Carol Wasemiller.

Heritage Landscape Report: Gregg Burzynski reported that the driveways and roads were plowed twice and salt was put on them because of the ice that had formed. The bobcats used for snow plowing will use steel blades on the plows from now on instead of using rubber blades. The reason for switching is to remove more of the snow and ice. Heritage will change the blades from rubber to steel on the 3 bobcats as needed during the snow plowing season rather than change all three (3) blades immediately in this Month of December 2025 to determine the results of steel versus rubber.

Approval of Previous Meeting Minutes: Motion was made by Ellen Sternig and seconded by Margaret Schultz to approve the minutes of November 19, 2025. Motion carried.

Financial Report: Terry Handel reviewed the Financial Status Report as of December 17, 2025. Motion was made by Betsy Royals and seconded by Brian Spyhalski to transfer $14,753.00 from the Reserve Account to the Operating Account to pay the following payables:

- Gaidish Foundation Corporation $6,500.00
- Blando Door Company $2,189.00 for new door at 620D Willowick Court
- Productive Builders, Inc. $6,064.00 for window work done at 585B Stonehedge Dr. ($3,244.50 unit owner pays----- HOA pays $2,819.50)

Motion carried.

Motion was made by Eric Furness and seconded by Betsy Royals to buy an additional CD for $75,000.00 at Western Alliance Bank when the $105,423.68 CD at First Citizens Bank comes due for renewal on 1/12/2026. The interest rate is 3.20% for nine months. Motion carried.

Owner Matters/Correspondence: Unit owner Pete Chadwick reported that he was pleased with the new window replacement that was made by Productive Builders, Inc. on his unit (540A McAurther Lane).

Pheasant Run Condominium Homes Association, Inc.
Board of Directors Meeting
December 17, 2025

President's Report: Brian Spyhalski reported that the Christmas luncheon held at Bullwinkle's was well attended. The Board members and Sub-Committee members were picked in November. A meeting was held with Reserve Advisors regarding discussion on various strategies for the Association. The quarterly fees were raised 3.45% for 2026 from $2,082.00 per quarter for 2025 to $2,154.00 for 2026.

Committee Reports:

Finance: Eric Furness reported that the Reserve sub-committee met with Reserve Advisors to discuss the five-year reserve projection plan. Another meeting is planned to finalize the Reserve Study. Motion was made by Eric Furness and seconded by Brian Spyhalski to approve the 2026 budget. Motion carried.

Social-Newsletter: Kathleen Spyhalski reported that the Christmas luncheon was well attended (34 attendees). The Christmas luncheon is planned to be held again next year on December 5, 2026. We will have the luncheon at Bullwinkle's which is convenient for all to attend. The Social Blast Letter has been sent out to residents for December. The Pheasant Runner Newsletter (2-3 times a year) will be sent to all in the middle of January 2026.

Communication: Peg Vollmer advised that the Pheasant Run Directory for 2026 has been mailed to all unit owners. If they have not received it, they are to contact her.

Buildings-Windows-Rock Walls: Brian Spyhalski reported that Ellen Sternig's garage door (620D Willowick Court) was replaced. He also advised that the 2026 painting contract is in process of negotiation to present the Board for review and approval.

Landscape, Irrigation, Rock Walls: Terry Royals advised that the aeration was done. Next year, we will begin creating a 3-year cycle, where we will be mulching one half of the neighborhood in 2026, the other half will be done in 2027 and in the third year (2028) we will get aeration for entire neighborhood. Snow Removal Notes: Heritage Landscape does snow removal at one (1) inch (minimum). If there is more than four (4) inches, it is plowed at that time and then again when the snow is done. Salt is applied to the streets, driveways, and sidewalks when needed. The contract with Heritage is for 64 inches of snow plowing per year (We've never seen this much snow in many years). Anything over 64 inches, factors in an additional charge negotiated with Heritage. While we know these guidelines, there are many extraneous factors regarding the guidelines provided that could change what we should do e.g. snow fall where temp is at or above freezing. The Landscape Committee is working on plans for 2026.

Grounds-Driveways, Concrete/Mud-Jacking & Caulking, Mailboxes, Light Posts – 19220 A/B Driveway Retaining Wall: Phil Steffen reported that the mud-jacking and caulking has been completed for 2025. The retaining wall (in between driveways) at 19220A/B has been rebuilt and is completed.

Roofs-2026 Roof Replacement & Misc Repairs: Brian Spyhalski reported that the bids have been received for the 2026 roof replacements. After reviewing during the holiday break, he will recommend a motion to the board for review and approval in early January 2026 prior to the January 2026 monthly board meeting.

Asphalt/Roads: No report.

Old Business:

TDS/Spectrum: No update to report currently.

Fire Sprinkler Inspection: Motion was made by Brian Spyhalski and seconded by Ellen Sternig to have Design Build Fire Protection repair work to be done at the following units:

- 19020 Stonehedge Drive $3,100.00
- 655 MacHenry Circle $3,415.00
- 620 Willowick Court $7,680.00
- 685 McNally Lane $7,680.00
- The total amount due for the repair work is $21,875.00.

Motion carried.

New Business:

620A Willowick Basement: The work on this unit has been completed.

Director Vacancy: Terry Handel advised that there is one vacancy for the Board position.

Such Other Business as May Come Before the Board: None.

Adjournment: Motion was made by Peg Vollmer and seconded by Brian Spyhalski to adjourn the meeting at 3:06 P.M. Motion carried. The next monthly meeting will be at 2:00 P.M. on January 22, 2026.

Peg Vollmer
Secretary, Comptroller & Communications

(DRAFT)

PHEASANT RUN CONDOMINIUM HOMES ASSOCIATION, INC.
ANNUAL MEETING OF THE MEMBERS

October 28, 2024
Brookfield Conference Center 7:00 P.M.

Call to Order: President Pete Chadwick called the meeting to order at 7:08 P.M.

Establishment of Quorum: There were 54 units present and 72 units by proxy for a total of 126 units. This satisfied the majority for a quorum.

Introduction of the current Board of DIrectors: Pete Chadwick introduced the Board of Directors (Margaret Schultz & Betsy Royals) and thanked them for their work the past year.

Introduction of the current Board Officers: Pete Chadwick introduced the Board Officers: Vice-President (Brian Spyhalski), Treasurer (Eric Furness), Secretary/Communications (Peg Vollmer) and of course himself as President.

Others Present: Terry Handel of Hunt Management.

Pete Chadwick then welcomed the following "new" community residents since last year's annual meeting: Susan Masche, Kenneth Krueger, Shengli & Suge Liu, Walter & Susan Getzel, Mike McBride and Barry & Cathy Duncan.

Approval of the Annual Meeting: Motion to approve the annual meeting minutes of October 23, 2023 was made by Robert Malouf and seconded by Jack Miner. Motion carried.

Report of the President:

As with last year, we will not present a budget for Fiscal Year 2025. Prior to 2024, the budget year started on October 1st and was in place by the annual meeting. Since the fiscal year will start on January 1, 2025, the new board will create and provide the updated budget before the end of the year.

When looking at the budget, we continue to see easing in the price pressures for contracting and maintenance. The one area that is still under pressure is insurance. In discussions with Robertson-Ryan, our insurance brokers, they informed us a number of insurance companies have left the condo business entirely while others are limiting their business to smaller or newer communities than ours. This has reduced our potential carriers and in August, Robertson-Ryan presented us with only two options – stay with Auto Owners Insurance, who has been our carrier for the last few years or switch to Accelerant, a newer entrant in the Wisconsin Market. Auto Owners Insurance is no longer writing new policies for communities such as ours, and if we were to leave them, we would not be able to get a policy from them in the future. While the Accelerant quote was around 8% lower than the Auto Owners renewal rate, the board decided the safety of continuing with Auto Owners was a better long-term choice. To minimize the increase, the board also agreed to raise our deductible from $2,500 to $10,000 per building. This deductible was the same for both Accelerant and Auto Owners and is in line with current industry practice.

We had some additional discussions with TDS Fiber early in the spring. From those discussions it appeared they were prepared to proceed with the buildout, but we have still not received a definitive plan from them on how they want to build their infrastructure in the community. It is possible they are no longer interested in pursuing service in Pheasant Run. The board will continue to pursue this and will provide updates should things change.

Pete Chadwick

Treasurer's Report

The following is a snapshot summary of the nine-month 2024 financial information for Pheasant Run Condominium Homes Association Year to Date (YTD) as of September 30, 2024. An end of fiscal year 2024 report will be prepared as usual.

Note: All amounts are rounded to the nearest whole dollar.

Account Balances as of 9/30/24:

Enterprise Bank Operating Account checking balance - $73,647 as of 9/30/24

Enterprise Bank General Reserve account balance - $374,510 as of 9/30/24. Includes the Reserve and Cash Sweep accounts.

There are $68,181 of invoices dated before 10/1/24 that have not been processed as of 9/30/24.

BMO Harris Account $4.41 Social Committee Account

CDs from First Citizens Bank

(1) CD $100,000 at 5.13% for six months, interest earnings as of 9/30/24 $853
(1) CD $100,000 at 5.13% for nine months, interest earnings as of 9/30/24 $853
(1) CD $50,000 at 4.86% for twelve months, interest earnings as of 9/30/24 $405

These CDs were purchased to take advantage of the higher yield rates.

Operating Account Income Statement Summary – YTD as of 9/30/24

Operating Income was an actual of $914,386 vs annual budget amount of $923,323. There are $21,798 in prepaid assessments still outstanding. There are an additional $15,143 of combined late charges, insurance proceeds, and miscellaneous sources of income.

Total Operating Income Budget including association fees, prepaid assessments, and late charges is $1,231,097.

Administration Expenses are $160,601 vs an annual budget amount of $114,321. The excess over budget is mainly due to an increase and payment in the insurance premiums.

Total Insurance premium expense for FY24-25 was $109,998 vs an annual budget amount of $100,000. The decision to remain with Auto-Owners Insurance was made by the Board after careful review with the Association's Insurance representative Robertson, Ryan Insurance. The insurance rates have increased nation-wide due to Home Owners Association liability increases. The renewed policy includes equal protections as the previous policy. In order to minimize the total cost of the insurance package, the deductible was raised from $2,500 to $10,000 which is in-line with what most associations are averaging.

Building Maintenance Expenses are $100,991 vs an annual budget amount of $110,250.

Grounds and Road Expenses were $8,066 vs an annual budget amount of $38,250. It is not anticipated that the $18,750 budgeted for mud-jacking will be needed this year.

Landscape Expenses were $277,848 vs an annual budget amount of $268,327.

The Association received a delayed invoice against the 2023 landscape contract in January 2024 which was not included in the 2024 budget. In addition, the January storm required immediate tree work further increasing the expenses against the budget and an erroneous overcharge on the snowplow contract which will be credited against a future landscape charge.

Utilities Expenses were $70,904 vs an annual budget amount of $84,225. The total cost for water and sewer service exceeded budget by $13,321.

Owner Contributions to the Reserve account were $307,950 as per budget.

Total Operating Expenses were $930,290 vs budget of $923,323.

Net Operating Income was ($15,905) due to a combined Total Income of ($8,937) and Total Expenses of ($6,968). Higher than expected insurance costs were a major contributor.

Reserve Account Income Statement Summary – YTD as of 9/30/24

This year, three Certificates of Deposit (CDs) with laddering were purchased from First Citizens Bank using funds from the Reserve Account at Enterprise Bank.

The Reserve Study Analysis done in October 2021 by Reserve Advisors, LLC, recommends a $41,500 phased increase to the annual reserve fund from 2023 to 2028 above and beyond the annual budgeted expenses. This additional contribution is to maintain the reserves and ensure sufficient funds are available to cover major capital expenditures in the future. In order to ease the homeowner annual contribution, a Capital Preservation Fund proposal will be voted on at the annual meeting to further fund the Reserve account. This proposal would require that new owners buying a unit in the Association would have to pay three quarters (75%) of the Associations annual assessment at the time of closing. These additional funds would go directly to the Reserve account and help reduce current homeowner annual assessments. This proposal requires a change to the Association's Declaration documents that requires a 75% approval in order to be implemented.

Owner Contributions were $307,950 vs an annual budget amount of $307,950.

Total Reserve Income was $321,093 vs a budget of $316,950.

Interest Income was $13,143 vs an annual budget amount of $9,000. Higher interest yields attributed to this gain.

Reserve Expenses were $195,798 vs an annual budget amount of $294,900. Areas that exceeded budget were Roof Replacements by $26,325, and Basement Repairs by $5,150. Both exceedances due to additional work necessary to complete the repairs.

Submitted by:
Eric Furness – Treasurer

Secretary, Comptroller & Communications:

Peg Vollmer thanked the unit owners for attending the annual meeting. She asked all unit owners to complete the 2025 directory letter that was in their packet they had received that evening. The letter was to be returned to her by November 11, 2024. She also mentioned that if anyone needed additional Crime Watch Program decals to let her know.

Submitted by:
Peg Vollmer - Secretary

Social Committee:

Overview:

Social Committee consists of 3-4 members who have assumed the role of promoting social interaction and fellowship among HOA residents through community events and small group activities.

Activities & Events

Three large group "Meet & Greet" events were organized and held in the months of June, July, and August with good attendance at each one. A special treat of live music was arranged by Marilyn Lindemeyer and Bruce Stenz for the last event of the season. Carol Miner sought and organized the donation of treats from residents. Pamm Steffen and Ellen Sternig created the monthly event flyers and ensured that they were circulated to all Pheasant Run residents. Many helped with tent set-up and clean up. Thank you to everyone who was involved in the success of these fun summer neighborhood gatherings!

Numerous small group activities, many of them initially formed by Carol Miner in 2023, continue to thrive each month. Ongoing activities include book club, sheepshead, Mahjong, walking group, and multiple lunch groups. Cookie exchange groups are currently forming in preparation for the holiday season.

If you are interested in joining or hosting a small group activity, or helping with a large group event, contact social@pheasant-run.com.

Website & Email Blasts

A Website Advisory Committee was formed to create our very own Pheasant Run community website, primarily to share social activities & events, fun stories, and frequently requested neighborhood info. The website is currently under construction with the limited public access version expected to "go live" in the coming months. Rick Astley, one of our newer residents who has a talent for technology and web design, was the driving force behind this beneficial endeavor for our community with assistance from Bruce Stenz and Bob Christianson. Monthly email blasts regarding the upcoming website, social news, and important homeowner reminders started going out to residents in late summer with more to come!

Residents who enjoy writing, photography, and creating graphics or blogs are encouraged to submit their ideas for review. We are also looking for help from those with experience in data security and content editing. Please contact website@pheasant-run.com for more information.

Submitted by:

Kathleen Spyhalski - Social Committee Chairperson

Landscaping:

Overview

We began a new contract with Heritage Landscape this April, which runs through March 2026. The agreement is at the same cost that we paid in 2023 and will continue at that level during the length of the contract. Given the continued level of inflation, this has been favorable to the HOA.

Expenses

The total budget for Landscape and Snow Removal in this fiscal year was $357,969 vs $355,769 in FY23. The $2,000 increase was in the tree budget as we hoped to be able to begin replacing trees that have been removed over the last 10 years. Unfortunately, the January snow and ice storm required over $10,000 in repairs to trees, especially arborvitae, and limited our ability to do more than routine tree maintenance.

Lawn and bed maintenance is the largest single expense and is currently handled via contract with Heritage Landscaping. Our current contract runs through March 2026. The overall amount of this contract is unchanged from last year, although individual line items such as mulching or aeration can change the specific amounts we spend through the year. Due to the above-mentioned tree damage in January and the necessary repairs to the overall landscape, we are projecting to be very close to the total landscape budget. We budgeted $17,000 with Milwaukee Lawn Sprinkler for maintaining the lawn irrigation system and are on track to spend less than $15,000.

Snow removal is also provided by Heritage and covers clearing of streets, driveways and walks as well as salting roads and driveways as needed. This was budgeted at $113K for the year. Thanks to a relatively mild winter, we have only spent $108K year to date due to less driveway salting than budgeted. If we get early storms between now and year end, this surplus could melt away (pun intended).

Tree maintenance is considered a repair item, as we work to maintain the health of the over 300 deciduous trees and many evergreens that are an important part of the attraction of Pheasant Run. Over the last few years this has been a large expense item due to the infestation of the Emerald Ash Borer. To minimize expense, a set of "high value" ash trees were identified and have been treated at an average cost of $650 per year. We have 24 trees remaining, of which 17 are being actively treated. Treatment seems to be effective – we did not remove any ash trees this year. With the ash trees at a manageable level, we had hoped to be more aggressive in removing and replacing other trees that are nearing end of life. Due to the damage from the January storm, this was not possible.

General landscape repairs include replacing dead shrubs and perennial plants, patching bare grass areas, replacing black plastic edging, fixing rock walls, and addressing drainage issues. This was increased from $20,000 to $25,000 this fiscal year and is currently projected to be under budget.

Budget

The budget for all the items above in FY23 was $353,769. Total projected expenses are $347,852. The projection includes the payment of the December 2023 landscape invoice and assumes that we will not need driveway salting before the end of the year and the December 2024 landscape invoice will be paid in January 2025.While this is under budget, it is still an increase of $17K over FY23.

Landscape Committee

	FY22		FY23		FY24	
	BUDGET	Actual	BUDGET	Actual	BUDGET	Projected
Landscaping						
Lawn, edging & Beds service	$115,533	$153,184	$185,077	$168,914	$185,077	$186,149
Snow service	$95,242	$88,914	$99,792	$95,040	$99,792	$99,890
Driveway Salting	$12,000	$11,939	$12,000	$5,388	$12,000	$7,685
Repairs	$5,000	$7,188	$20,000	$17,490	$20,000	$17,648
Rockwalls and drainage	$15,000	$756	$5,000	$8,870	$5,000	$4,700
Irrigation System Maintenance	$17,000	$16,299	$17,000	$15,136	$17,000	$12,289
Aeration/Mulch	$5,000		$6,000	$5,775	$6,000	
Tree Removal	$12,000	$4,340	$8,000	$13,295	$10,000	$18,730
Driveway Staking			$900	$850	$900	$761
TOTAL LANDSCAPING	**$276,775**	**$282,619**	**$353,769**	**$330,759**	**$355,769**	**$347,852**

Road and Storm Water update

The board continues to follow the preventative maintenance plan recommended by Bruce Stenz following the road replacement in 2021. We are building reserves against the time when we will need to replace the road, but the goal of this plan is to prolong the life of our roads and curbs and move the expense of replacement further into the future. To that end, we undertook the following:

- We had the streets swept in the spring to remove salt and debris left over from winter.
- We again contracted with KSingh, the consulting engineers we used to help during the reconstruction project to evaluate roadways for cracks and inspect all of our storm sewer catch basins
- The inspection revealed some minor cracks in the pavement but in KSingh's estimation the required work was too small to justify a paving company coming out to address them. The board will inspect again next spring.

The budget for roads in FY2024 was $15,000 of which we will spend less than $2,500.

Pete Chadwick

Building Committee Report – 2024 Annual Meeting

Building Painting - This summer and fall, eight buildings comprising sixteen units were painted. The buildings are 19185 Stonehedge, 655 Stonehedge, 19300 McAllister, 19325 McAllister, 19260 McAllister, 505 McPride, 545 McAurther and 19295 McAllister. The Fiscal Year 2024 budget of $40,000 was just enough to cover the painting expenditure for these units with Dublin Contractors, Inc.

The association is currently operating an eight-year cycle for repainting buildings. The tentative painting schedule for 2025 will include nine buildings comprising twenty-four units. These nine buildings were last painted in the rotation of 2017.

Decks – Approximately ten decks will have had some level of repair done to them by November 2024 as part of the deck repair initiative started a few years ago. 655-A&B Stonehedge, 505-A&B McPride, 545-A&B McAurther Lane, 19235-A&B McAllister, 18980-D Stonehedge, 585-B Stonehedge, 19295-B McAllister and 19360-A Stonehedge. Emphasis was on raised decks that had leaning support posts or needing joist hangers to upgrade their stability. Any rotted wood boards were also replaced. Some of these deck repairs have yet to be completed due to inclement weather which has put our contractor behind schedule even though the contractor has been authorized to perform these repairs by Hunt Management and our Board. The Fiscal Year 2024 budget will cover these deck repairs without a deficit. It is expected that the deck repair initiative will continue in 2025.

Window Replacement – After 3 years of increased window replacements by homeowners 2024 has experienced a reduced number of requests. The number of window replacements has increased in each of the last from 2021-2023 and replacement costs have exceeded budget. The cost of window replacements in 2024 has been well below the $40,000 budget for the Year. Only $6,656.66 has been spent leaving a budget surplus of $33,343.34. Windows are only replaced when necessary due to rotting. There is a 50/50 cost sharing arrangement between the homeowner and the HOA for replacing windows. All inquiries for window replacement must be made through Hunt Management.

Basement Repair – Fiscal Year 2024 has returned to normalcy with 3 repairs of an average nature. As a result, our expenditures have been just within the $25,000 budget for 2024 through September. By comparison, during Fiscal Year 2023, two units had significant basement repairs which resulted in overspending the 2023 year's budget amount. The funds needed to complete the repairs were taken from the general reserve account.

Reminders to the homeowners:

Prior approval is needed to replace any entry doors with your unit including sliding patio doors. The cost of replacing entry doors is the homeowner's responsibility. Garage doors are replaced when necessary and paid for by the HOA.

Requests for any of the mentioned items should be initiated through Hunt Management.

Pheasant Run Building Committee
Brian Spyhalski and Margaret Schultz

ROOFS & GUTTERS COMMITTEE

Our Roofs & Gutters Committee had a somewhat return to normalcy in Fiscal Year 2024. Inflationary pressures slowed down some from the 2022 spike. We continue to competitively bid out our Roof Replacement Program each year and believe this strategic effort will provide benefits toward keeping our costs reasonable and affordable while ensuring the long-term viability of our roof investments.

FY '24 Roofs & Gutters Replacement Program:

The FY '24 Roof Replacement Program was bid out in the Summer of 2023, and resulted in the award of a contract with SJS Roofing & Construction, Inc. was signed on September 26, 2023, with the Board's approval. As a result of our pre-planning, the Roofs & Gutters Replacement Project was completed during June 2024 under budget and without incident. The 4 buildings were: 500 McPride Lane, 19360 Stonehedge Drive, 19400 Stonehedge Drive and 19435 Stonehedge Drive. The Roofs & Gutters Replacement Project Budget was $150,000 and the actual costs incurred were $138,825 with a positive budget balance of $11,175.

FY '24 Roofs & Gutters Repairs (Unplanned):

FY '24 has realized a reduction in actual number of unanticipated roofing repairs than each of the last 2 years back FY '22 (70 repairs in FY '22). This is relatively good news. The predominant number of repairs were gutter and fascia board category. Roof and chimney leaks were the second largest number. The FY '24 budget is $55,000 and through September '24 the actual committed spend is $41,006.20 which leaves $13,993.80 for October – December 2024.

FY '25 Roofs & Gutters Replacement Program:

As for FY '25, our committee ran a 1-year Roofs & Gutters Replacement Request for Proposal during the Summer of 2024. Two (2) bidders were invited to the bidding event and both bidders responded to the bidding event with comparable bids. The competing bids were very close to each other. The winning proposal was from SJS Roofing for the FY '25 Roofs & Gutters Replacement Project who has been our incumbent contractors, as has been the case for the last 4 years. SJS' FY '25 costs were 3% higher in comparison to their FY '24 costs, which is indicative of the subsiding of the large inflationary increases we realized in FY '21/FY '22. SJS has submitted the Contract to Hunt Management for signing on October 23, 2024.

The Committee will need to discuss and decide if it will support an FY '26 Roofs & Gutters Replacement Program Request for Proposal in the Summer of 2026, as The Reserve Study currently has 2026 as a year with no currently planned Roof & Gutter Full Replacements. The board did approve the 2025 contract with SJS Roofing The 3 buildings to be completed next Summer 2025 are 540 McAurther Lane, 565 McPride Lane and 695 S. Stonehedge Drive. A 4th building is being considered for 2025 (19295 McAllister) which has issues with its chimney, gutters, fascia board and leaks due to the lack of existing ice & water shield protection. Bids are in and the cost is an estimated $47,000 to add to this building which would bring the 2025 Reserve Fund Budget to $175,000 if this 4th building is approved for 2025. The Board will need to decide by the end of October '24 if this 4th building will be included.

Anticipating the average cost per roof and gutter repair will be going up in 2025 due to water infiltration leaks from the roof's chimneys, soil stack boots, and transitional flashing areas, and with the replacement of deteriorating gutters and rotting fascia and soffit materials. The hurricanes Helene & Milton are also already putting a strain on roofing materials supply/demand and cost which will continue into 2025.

The FY '25 Roofs & Gutters Replacement Program budget has not been set yet as of the date of this FY '24 Annual Board Meeting.

Brian Spyhalski & Margaret Schultz
Roofs & Gutters Committee

Grounds Committee Report

The Board's Grounds Committee covers maintenance and repair of the following infrastructure components; concrete driveways, patios, entry walkways, side walkways, lamp posts and the roadside mailbox stations.

Lampposts

Lampposts requiring maintenance due to damage and normal wear and tear were evaluated during the walk-around of the Association this Spring. Those lampposts needing repair were reported to Hunt Management for selection of a contractor and pricing. A solution to lampposts with damaged or warped lenses is on-going.

Mud-jacking of Concrete Driveways, Sidewalks and Patio's and Concrete Replacement

Concrete slab settlement continues to be an on-going maintenance problem. Concrete slabs/drives, sidewalk and patios are addressed on a priority basis when sufficient budgetary funds are available. Cracked slabs are only replaced when they present a tripping hazard. No mud-jacking was needed so far this year. An engineering evaluation has been requested on a driveway that is showing a significant continuing structural separation between the driveway and a landscape retaining wall.

Concrete Driveway, Sidewalk and Patio Joint Caulking

The joint caulking preventative maintenance program was again continued this year. Each year a visual assessment is conducted in the Spring with a focus on specific "high maintenance" driveway, sidewalk, and patio slab joints. A marked improvement was noticed in the lower number of repairs needed as a result of the PMP program.

B&B Home Improvements completed work in early October on concrete that required caulking. The total cost came to $7,735. The operating budget for 2024 was $15,000 which is $7,265 under budget.

Mail Boxes

Two damaged mail box stations were repaired by B&B Home Improvements for a total cost of $3,685.

Submitted by:
Pheasant Run Grounds Committee

Election of Directors:

Current Directors:	Brian Spyhalski	(Term Expires 2026)
	Eric Furness	(Term Expires 2026)
	Betsy Royals	(Term Expires 2026)
	Margaret Schultz	(Term Expires 2025)
	Pete Chadwick	(Term Expires 2024)
	Peg Vollmer	(Term Expires 2024)

Terry Handel asked the unit owners if there were any nominations besides Ellen Sternig and Peg Vollmer for nomination. Carol Wasemiller replied from the floor for herself as a nominee. Motion was made by Gary Baughn and seconded by Jim Young to close the election nominations. Motion carried. There are two terms that will expire in 2027, three terms expiring in 2026 and two terms expiring in 2025.

Homeowner Questions/Comments: Eric Furness and Terry Handel answered questions that were asked by the unit owners.

Other Business as May Come Before the Meeting: None.

Adjournment: Motion was made by Robert Malouf and seconded by Tony Simon to adjourn the meeting at 8:45 P.M. Motion carried.

The next Annual Meeting will be held at the Brookfield Conference Center, 325 Moorland Road, Brookfield, WI 53005 on October 27, 2025. At 7:00 P.M.

Respectfully Submitted:
Peg Vollmer
Secretary, Comptroller & Communications

Assets			
ASSETS			
00-10010-00	ENTERPRISE BANK CHECKING-NEW	$236,971.78	
00-10020-00	ENTERPRISE CHECKING SWEEP ACCOUNT	204,959.49	
00-10075-00	ALLIANCE 6 MO CD 8-2-26 3.45%	106,789.03	
00-10076-00	Alliance 9 MO CD 10-28-26 3.30%	75,000.00	
00-10300-00	BMO HARRIS - SOCIAL ACCT	76.50	
Total ASSETS:			$623,796.80
Total Assets:			**$623,796.80**
Liabilities & Equity			
CURRENT LIABILITIES			
20-20100-00	ACCOUNTS PAYABLE	5,381.92	
Total CURRENT LIABILITIES:			$5,381.92
EQUITY			
50-50100-00	FUND BALANCES	1,292,422.85	
50-50200-00	RECONCILIATION ACCOUNT	(959,225.00)	
Total EQUITY:			$333,197.85
	Net Income Gain / Loss	285,217.03	
			$285,217.03
Total Liabilities & Equity:			**$623,796.80**

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Assets

ASSETS			
00-10050-00	ENTERPRISE BANK RESERVE	$250,350.35	
00-10060-00	ENTERPRISE RESERVE SWEEP ACCOUNT	332,668.43	
00-10072-00	FIRST CITIZENS 9 MO CD-10/12/26-3.56%	108,357.12	
00-10074-00	FIRST CITIZENS 12MO CD-3.5% 07/12/26	54,143.69	
00-10077-00	ALLIANCE 3 MO CD - 10/20/26 2.5%	200,000.00	
Total ASSETS:			$945,519.59
Total Assets:			**$945,519.59**

Liabilities & Equity

55-50100-00	FUND BALANCES	(310,694.72)	
55-50200-00	RECONCILIATION ACCOUNT	959,225.00	
	Net Income Gain / Loss	296,989.31	
			$296,989.31
Total Liabilities & Equity:			**$945,519.59**

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