

MINUTES
Annual Briarwood Owner's Association Meeting
North Pointe Methodist Church
July 30, 2025

The annual meeting was called to order by Sue Raddatz at 6:02 p.m.

Unit owners were welcomed.

Sue noted that a quorum was present in attendance. Of 28 occupied units, 18 were represented at the meeting plus 2 by proxy.

Proxies: Evans- York
Carr- York

Sue Raddatz provided some clarifications from the minutes of the HOA meeting on January 13, 2025. From discussion under Rules & Regulations #18- Grills and Smokers (1/10/25), clarification was made that our insurance company has no restrictions on where propane tanks are stored, but any damage caused by a propane tank, which is personal property, would not be covered under the Association's insurance, and the unit owner's personal insurance would have to cover any negligence by the homeowner.

She also noted that under discussion of signage, two signs- Private Road and Private Pond have been purchased and will be posted in locations that Village of Caledonia has approved.

Jered Fliss moved that minutes be approved with second by Wayne Marik. Motion carried.

Rules and Regulations Revisions:

Wayne Marik moved that the revised Rules and Regulations (6/30/25) be approved. Steve Raddatz seconded.

A discussion was then held.

Section D (A)- Violation of the Condominium Documents. Following a concern about the final sentence of Section A, which reads, "The Board shall determine whether to impose a fine immediately, to allow correction of the violation without a fine, or to impose a fine if the violation is not remedied within a specified number of days", the statement was clarified that the Board would not be able to take action as stated in the last sentence until the other steps contained in the paragraph first take place.

Section B- #4 Building Permits and Structural Modifications was discussed. Wayne Marik moved to add a sentence after the first sentence stating that unit owners would need to inform the Board when a building permit has been issued. Steve Raddatz seconded the motion. Motion passed with 14 plus 2 proxy aye votes and 3 nay votes.

With no further discussion, Sue called for a vote on the motion to approve the 6/30/25 Rules and Regulations with amended Section B- #4. Motion passed with 15 plus 2 proxy aye votes and 1 nay vote.

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Board's Proposal to Update the Briarwood Declaration to Shift Payment of Caledonia Utility Bills to Owners (copy attached)

The Briarwood Board of Directors is proposing that the process be started to add an Amendment to the Briarwood Declaration that would approve the Association reverting to the original language in the Declaration #3 (B), paragraph 3 which states, "All utilities for each Unit shall be separately metered and shall be paid by the Owner of the Unit."

Sue noted one change to the proposal. Instead of a reduction in the monthly fee for those owners with the sprinkler system running through their water meter, an end-of-year reimbursement check may be necessary instead due to the amount of water going through individual building systems due to the variation in the number of zones from building to building.

The rationale, as stated in the Board Proposal, for unit owners paying their own water, sewer, fire, and meter charge was discussed.

Judy Marik moved that the Board be allowed to investigate the process of revising the Declaration as well as to prepare and file the appropriate documents. It was seconded by Dan Cupertino. Motion was passed.

2025 Budget Update

Sue explained the 2025 financial update that was sent out to all owners. It reflects the current income and expenditures to date. It was pointed out that the cost of insurance and services continue to increase. The Building and Grounds Committee has begun the process of requesting quotes for 2026 services such as mowing, weeding, mulching, etc. If unit owners have leads on possible vendors from contacts at other condominium associations, please inform the Board.

Ray Leffler explained that the final layer of pavement on the circle drive is still planned for this year. As soon as the dates are known, owners will be informed of the stages and timing of the work.

The Board and Building and Grounds Committee were thanked for their hard work.

Adjournment

Steve Raddatz moved to adjourn the meeting with second by Wayne Marik. Motion carried.

Meeting adjourned at 7:14 pm.

Submitted by Cindi Larsen

July 30, 2025 (Note: This is the original proposal before presentation at 7/30/25 Owners Meeting)

The Briarwood Board of Directors is proposing that the process be started to add an Amendment to the Briarwood Declaration that would approve the Association reverting to the original language in the Declaration #3 (B), paragraph 3 which states, “All utilities for each Unit shall be separately metered and shall be paid by the Owner of the Unit.”

Previously, three Amendments were approved to the Declaration which stated, “Each Unit is connected to the municipal water and sanitary sewer system. The charges for water and sewer service shall be paid by the Association as a common expense. With the exception of water and sewer charges, all other utilities for each Unit shall be separately metered and shall be paid by the Owner of that Unit”.

Rationale for unit owners paying their own water, sewer, fire, and meter charge:

- Marketability of units – the ever-increasing cost for sewer service as charged by the Caledonia Utility District is overinflating the monthly Association Fee when potential buyers compare Briarwood monthly fees to other condominium associations.

Sewer charges per quarter current and future increases:

March 15, 2025	\$170 to \$190
2026	\$190 to \$215
2027	\$215 to \$240
2028	\$240 to \$265
2029	\$265 to \$285

- Currently single owners are subsidizing other owner's water usage.
- Currently owners absent from their homes for extended periods of time are subsidizing other owner's water usage.

This proposal would include an adjustment to the budget to compensate those owners who have the sprinkler system running through their meter by offsetting their monthly Association Fee by a calculated amount based on average water usage related to the in-ground sprinkler system. This adjustment would be reviewed each year as part of the annual budget process.

The Board is asking for the Owners to vote at this time whether the Board should move forward with investigating this process, and preparing and filing the appropriate documents.

The process for amending a condominium association declaration is outlined in Wisconsin Statute 703.09. If the unit owners approve this investigatory process, then a future written vote/consent from at least 75% of the unit owners and/or their mortgagee (if applicable) would have to be recorded before any amendment would be effective.