

# Executive Summary

## Abbotsford Condominium

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This Executive Summary highlights some of the information that prospective buyers of units in Abbotsford Condominium are most interested in learning, as well as some of the information that they should consider when contemplating the purchase of a condominium unit. However, there are provisions and information contained in the Disclosure Materials that will be of importance and significance to a unit owner that are not included in this Executive Summary. ***This summary is not intended to replace the buyer's review of the condominium declaration, bylaws and other condominium disclosure materials nor is it a substitute for a professional review of the condominium documents.***

1. **Condominium Name.** Abbotsford Condominium.
2. **Condominium Governance.** The condominium is governed by Abbotsford Condominium Owners Association, Inc. (the "Association"), a Wisconsin non-stock corporation. All unit owners are members of the Association.
3. **Association Management.** The Association has engaged Hunt Management Incorporated to serve as the Managing Agent for the condominium.
4. **Association Contact Information.**

|                  |                                                |
|------------------|------------------------------------------------|
| Contact Name:    | Hunt Management Incorporated                   |
| Phone:           | 262-238-1480                                   |
| Email:           | clientservices@huntmanagement.com              |
| Mailing Address: | 10520 N. Baehr Road, Suite Q, Mequon, WI 53092 |

5. **Can the condominium be expanded in the future?** No.
6. **Does the condominium have special amenities or features?** No.
7. **Maintenance and Repair of Units.** Each unit owner, at his or her own expense, is responsible for the maintenance, repair, and replacement of the interior of the unit, including any utility lines, windows, heating and air conditioning equipment and other fixtures and improvements located therein.
  - For specific information, see: Declaration, § 11.1; Bylaws, Art. VII, § 7.1.
8. **Maintenance and Repair of Common Elements and Limited Common Elements.**

**Association Responsibilities:** The Association is responsible for the management and control—including maintenance, repairs and replacement—of the common elements.

Unit Owner Responsibilities: Unit owners shall be responsible for the maintenance and repairs of the limited common elements appurtenant to his/her unit and shall keep them in good, clean, sanitary, and attractive condition.

How does the Association pay for repairs and replacements? Routine maintenance and repair of the common elements is paid through the operating fund. The Association funds the operating fund from unit owner assessments. For extraordinary or unexpected expenses, the Association may also use the reserve funds or special assessments to fund such repairs or replacements.

- For specific information, see: Declaration, §§ 5.6, 11.2; Bylaws, Art. VI, § 6.3-6.4 and Art. VII, §§ 7.1, 7.2.

9. **Alterations of Units and Limited Common Elements.** A unit owner must obtain the prior written consent from the Association's board of directors before commencing any improvements or alterations that affect the exterior of a unit—including the balcony—or any other part of the property.

Notwithstanding the foregoing, a unit owner may make interior improvements and alterations within the unit without approval or review of the board of directors provided such improvements or alterations do not impair the structural integrity of the building.

- For specific information, see: Declaration, §§ 11.6 and 11.7.

10. **Parking.**

Availability: Each unit has either **one or two** underground parking spaces that are deeded to the unit. (Owners may buy/sell parking units among themselves, but are not permitted to convey to any person or entity that is not an owner).

Cost: There is no additional cost for parking.

Public Parking: There is a ground level parking area that is made available to the public for lease pursuant to an agreement between the original developer and the City of Milwaukee.

- For additional rules and restriction see: Declaration, §§ 4.3(b), (c), 5.3 and 5.4; Bylaws Art. VIII, § 8.1(d) and (f).

11. **Rental of Units:** Unit owners may lease their units, provided that the following terms and conditions are met:

- (1) the lease must be in writing, signed by the owner and the tenant;
- (2) the lease must be **for a period of no less than one (1) year**;
- (3) the lease must specifically obligate the tenant to abide by the Declaration, Bylaws and Rules & Regulations of the Association; and,
- (4) the owner must give the Association notice of the name and permanent address of the tenant(s) and term of the lease prior to the commencement of the lease term.

- For specific information, see: Bylaws, Art. VIII, 8.1(c).

**12. Pets:**

Pets Allowed: Dogs, cats, birds and fish may be kept in a unit.

Size Restrictions: Animals that exceed **24 inches in height** or **50 pounds in weight** are not permitted in the Condominium at any time.

Dog Breed Restrictions: "Dangerous animals" and "attack dogs" are not permitted. Prohibited breeds of dogs include, but are not limited to dogs which are one-half or more American Staffordshire terrier, Staffordshire terrier, American pit bull terrier, pit bull terrier, miniature bit bull terrier or Rottweiler. (The Association maintains a complete list of prohibited dogs—additional inquiries can be addressed to the property manager).

Pet Rules: Animals must be under the control of the unit owner when outside of the unit. Animals shall not be allowed to create a nuisance or annoyance. Unit owners are responsible for immediately disposing of all pet waste.

- For specific information, see: Bylaws, Art. VIII, 8.1(h)-(j).

13. **Amendments:** Wisconsin law allows the unit owners to amend the Declaration, Bylaws, Rules and Regulations and other condominium documents if the required votes are obtained. Some of these changes may alter your legal rights and responsibilities with regard to your condominium unit.

• Declaration: The Declaration may be amended with the written consent of not less than seventy-five percent (75%) of the unit owners, subject to mortgagee approval.

By-Laws: The Bylaws may be amended by the affirmative vote of sixty-seven percent (67%) of the unit owners. (Wis. Stat. § 703.10(5)).

Rules & Regulations: Rules and Regulations may be adopted or amended by the Board of Directors.

- For specific information see: Declaration, § 19; Bylaws, §§ 6.2, 8.2 and 10.1.

14. **Fees on Declarant-Owned Units:** This category is not applicable to this condominium because there are no unsold, declarant-owned units in the condominium.

15. **First Right to Purchase a Unit:** The Association does not have a first right to purchase a unit (also known as a "right of first refusal").

16. **Transfer Fee:** The Association charges a fee in connection with the transfer of ownership of a unit in the amount of two months of the monthly maintenance fee.

17. **Disclosure Material Fee:** The actual cost of furnishing the information or \$50.00, whichever is less pursuant to Sec. 703.33(2m)(a) Wis. Stat. The Disclosure Materials are also available on the Managing Agent's website, at no charge – [www.huntmanagement.com](http://www.huntmanagement.com)

18. **Payoff Statement Fee:** The Association ~~does~~ not charge a fee for providing a payoff statement under § 703.335, of the Wisconsin Statutes. However, if more than one payoff statement is requested for a unit during any two-month period, the Association may charge up to \$25.00 for each additional payment statement, pursuant to § 703.335(4), of the Wisconsin Statutes.

19. **Move-in/out Policy:**

The following regulations apply to moving home furnishings and materials by owners, tenants, and contractors. The unit owners have final responsibility for tenants and contractors complying with the regulations. Prior to moving day, Hunt Management is to be informed of the date and approximate length of time of move. A deposit of \$350.00 is required. This reservation shall be made at least five (5) days prior to the move. Please be advised of the following information:

*1. Reserve elevator so that elevator pads can be installed*

- a. No reservations of elevator prior to 9:00 am
- b. No reservations on weekdays, between the hours of 5:00pm & 6:00pm.
- c. There will be no moving activity permitted after 9:00pm seven days a week

*2. Persons making the move and contractors should inspect, with a maintenance person from Hunt Management, the premises before and after to determine the clean up necessary and inspect for damages.*

*3. Any damages done to the common areas, elevator or floors are the responsibility of and will be billed to the unit owner. Also, any overfilling of dumpsters, cleanup or removal of moving supplies by management shall be billed to owner.*

20. **Reserves.** The Association maintains a reserve fund for replacement, or repair of common elements and other extraordinary expenditures. The Association does not maintain a Statutory Reserve Account. (Bylaws, Art. VI, § 6.4(b)).

21. **Reserve Balance.** The amount of the reserve balance is \$ 320,164.17. This amount is current as of 01/08/2026

- For specific information about the reserve balance, contact the Board of Directors.

This Executive Summary was prepared or revised on January  
08,2026