North Shore Heights Homes Association (NSHHA) – 2025 Annual Meeting Minutes

Thursday, December 18th, 2025 @ 7PM
Meeting Location: Mequon City Hall - Main Conference Room

Meeting Attendees: Bob Schuemann, Bruce Rowe, Sanjay Dighe, Alan Eisner, Alex Lavold, Marianne Brady, Richard and Diane Beaudry, John Kelly, Jim Widder, Richard O'Leary, Jim Coyne.

Proxies: Tedd Lookatch

1. Meeting was called to order at 7PM by the President Bob Schuemann.

2. Welcome and Introduction of Board Members: Members of the Board who were present were introduced to the association members.

3. Minutes from the annual meeting of December 2024 were reviewed. Motion placed, seconded and approved without objections.

4. 2025 Accomplishments—Were reviewed and discussed with the attendees and list includes –
    a. 16 out-lot mowing
    b. Spring cleanup
    c. Trimming shrubs and trees, cutting saplings, lawn and round-up spray treatments
    d. Removed tree south of Haven Ct
    e. Cutting overgrown Buckthorn – Mequon road facing
    f. Storm (Aug 2nd week) cleanup
    g. Replaced corrugated pipe ~35-feet near the Riverland Ct
    h. Enabled online receipt of annual dues from members
    i. Facilitated online payments to all vendors possible
    j. Improvement in year-end balance

5. 2025 Treasurer's Report—Sanjay Dighe, Treasurer, reviewed and discussed report with the attendees, no significant concerns were raised and the report was passed.

6. Major Projects planned for 2026:
    a. Buckthorn removal—We will partially remove and maintain, some area residents want to maintain some tree coverage
    b. Culvert improvement—North-side outlet region
    c. 2 dead willow trees on the Mequon Road outlot to come down as well.
    d. Tree mulch ring upkeep and other landscaping in common areas.
    e. Dead Tree removal behind the Arbor vitae.
    f. $25 Gazebo improvement fund assessment per each resident of Haven Court, motion by Richard Beaudry, seconded by John Kelly, approved by members.

7. 2026 Budget presentation and 2026 assessment approval: Total annual costs are $21,062 for the association, $540 per each family. Attendees approved assessment at a level of $675 per family to maintain an associated contingency fund.

NORTHSHORE HEIGHTS HOMEOWNERS ASSOCIATION

2024-25 Treasurer Report

Check Book balance as of 10-31-24		$6,946.93		
		ACTUAL $	**BUDGET $**	**VARIANCE $**
DEPOSITS:				
• 2024-25 dues (39 * 675)		26,325.00	26,325.00	0.00
• Fines		0.00	0.00	0.00
• Interest		0.00	0.00	0.00
Total Deposits		26,325.00	26,325.00	0.00
Cash Available		33,271.93	33,271.93	0.00
EXPENSES:				
• Lawn maintenance - 16 Mowing		9,734.37	9,906.56	172.19
• Grounds / Spring Cleanup		1,200.00	1,300.00	100.00
• Storm Cleanup		500.00	0.00	-500.00
• Trim-up Trees to Facilitate Mowing		250.00	250.00	0.00
• Weed Control - Tree Rings		240.00	240.00	0.00
• Weed Control - Grass		1,900.00	1,900.00	0.00
• Tree Trim / Removal Reclamation		250.00	3,550.00	3,300.00
• Gazebo Bush Trim & Evergreen Clean		300.00	300.00	0.00
• Trim Tree Line Buckthorn		3,000.00	3,000.00	0.00
• Regrade Riverland Ct Drainage Pipe Area		0.00	1,100.00	1,100.00
• Repair French drain pipe b/h Riverland Ct homes		1500	1,777.54	277.54
• Sales Tax		948.33	1,282.83	334.50
• Miscellaneous Expenses		0	500.00	500.00
Total Ground Maintenance		19,822.70	25,106.93	5,284.23
• Gazebo, Legal Reserve Fund		0.00	6,035.00	6,035.00
• Insurance Premium		855.00	855.00	0.00
• Consultation with Attorney		0.00	500.00	500.00
• Mailing & copy expense		15.00	75.00	60.00
• Misc (Reimbursed County fees)		25.00	200.00	175.00
Total Administrative Expenses		895.00	7,665.00	6,770.00
Total Expenditure and Variance		20,717.70	32,771.93	12,054.23
Cash Available Less Total Expenditure	*	12,554.23	500.00	12,054.23
Bank Book Balance as of 10-31-25		$12,554.23		

*$500 Desired Unencumbered ending cash balance plus $0.00 due to rounding errors.

As a member of the North Shore Heights Homeowners Association (NSHHA), I have examined the books and records of the Association for the year ended 10-31-2025. I find the above Treasurer's Report for 2025 to be fairly stated in relation to the books and records of the North Shore Heights Homeowners Association, Inc. for the year ending 10-31-2025.

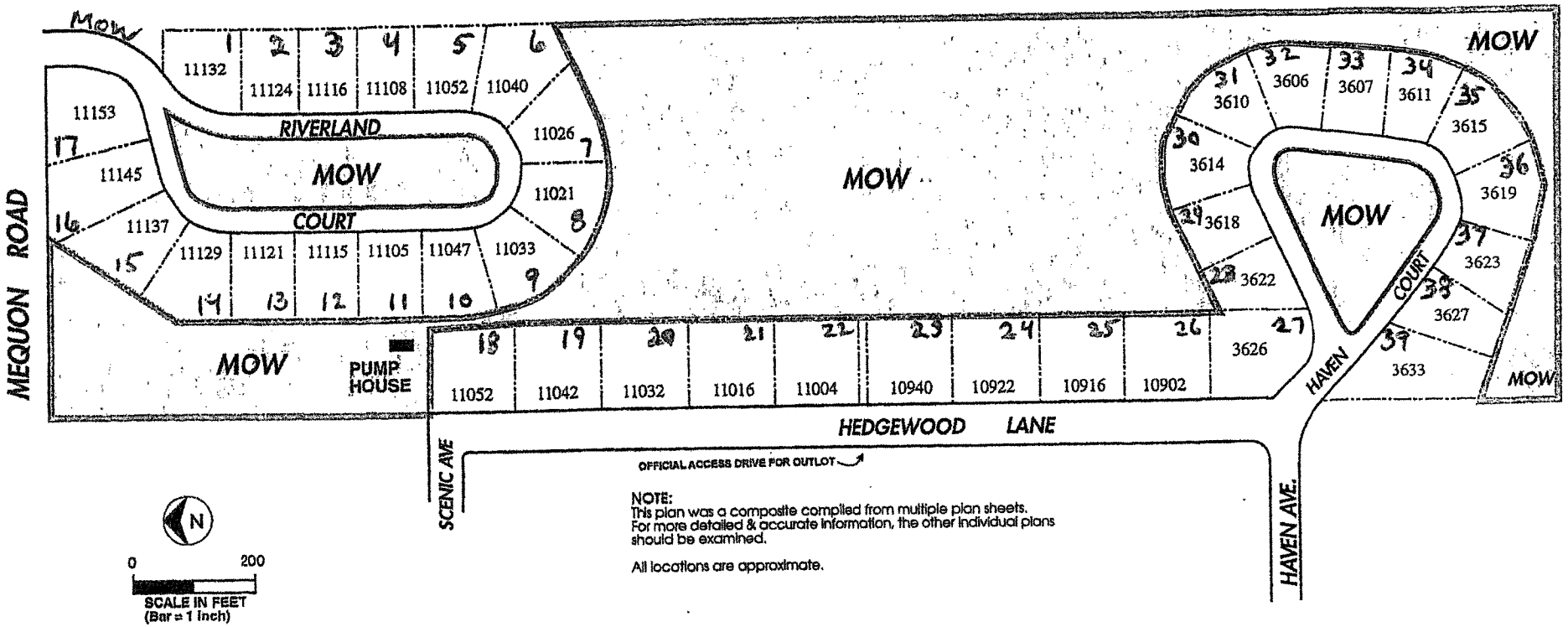
John Kelly — John Kelly

11/22/25 — Date

NORTHSHORE HEIGHTS HOMEOWNERS ASSOCIATION

2025-26 Annual Budget

Check Book balance as of 10-31-25	**$12,554.23**	
Less Reserves: Gazebo, Legal Association Relief Fund	$6,035	
Beginning Cash balance	**$6,519.23**	
Proposed 2025-26 Budget Items	**Amount $**	**Per Member $**
Ground and Operation Expenses:		
• Mowing – 16 @ $628.76	10,060	258
• Grounds Cleanup	1,100	28
• Trim-up Trees to Facilitate Mowing	1,200	31
• Refresh Tree Mulch Rings – Both Courts & 17-acre section	1,100	28
• Weed Control - Tree Mulch Rings - twice per season	240	6
• Weed Control - Grass Areas - 2 Applications	1,900	49
• Tree Trim & Removal and Area Reclamation	3,550	91
• 2 Gazebo Bush Trims	300	8
• Buckthorn and Reclamation	3,200	82
• Re-grade Drainage Pipe Exit Area SE of Riverland Ct	1,000	26
• Sales Tax	1,300	33
• Miscellaneous Expenses	500	13
Total Ground Maintenance	**25,451**	**653**
Administrative Expenses:		
• Insurance Premium	855	22
• Consultation with Attorney	500	13
• Mailing & copy expense	75	2
• Miscellaneous (Reimbursed County fees, etc.)	200	5
Total Administrative Expenses	**1,630**	**42**
Total Expenses:	**27,081**	**695**
• Desired Unencumbered Ending Cash Balance	500	
• Less Beginning Cash Balance	6,519	
Net Budget Amount	**21,062**	**540**



NOTE:
This plan was a composite compiled from multiple plan sheets. For more detailed & accurate information, the other individual plans should be examined.

All locations are approximate.

LEGEND

MOW — COMMON AREAS TO BE MOWED, MAINTAINED

OUTLOT MOWING AREAS
North Shore Heights Homeowners Association

ENGLERT LeafGuard®

Invoice

LeafGuard Of Wisconsin, Inc.
S83 W18890 Saturn Drive
Muskego, WI 53150

Date	Invoice #
5/17/2006	5962

Bill To
John Krahn 11040 N. RIverland Ct Mequon, WI 53092

P.O. No.	Terms	Project
	Due Upon Completi...	

Item	Quantity	Description	Rate	Amount
LeafGuard Contract	1	LeafGuard Contract Price	870.00	870.00
Discount/50% off ...	1	50% off Labor	-57.00	-57.00
Customer Deposits	1	Customer Deposits	-300.00	-300.00

Balance is due upon completion, Thank you.

Total $513.00

ENGLERT LeafGuard®

CERTIFICATE OF TRANSFER

Complete this card, have signed by both original purchaser and new property owner and returned within 30 days of transfer of house (or building) title.

Date of Transfer_____

Name of original property owner_____

Location of house (or building) on which Englert LeafGuard has been installed:

Street_____ City_____

State_____ Zip_____ Date of Installation of Englert LeafGuard_____

This is to certify that the individual named purchased the house (or building) located at address above and is to be protected by Englert's 20-Year Warranty – Prorated-Transferable-Limited Finish Warranty.

Full Name of New Property Owner_____

Signature of New Property Owner_____

I hereby certified that I have transferred title within the past 30-days to individual indicated and relinquish all claims under this Warranty.

Signature of Original Property Owner_____

Send to:

Englert Inc.
1200 Amboy Ave
Perth Amboy, NJ 08862
Attn: Warranty Dept

WARRANTY REGISTRATION FOR ENGLERT LEAFGUARD SEAMLESS ALUMINUM GUTTER COIL AND GUTTER ACCESSORIES

Name of Property Owner(s) _____

Address of Property Owner(s) _____

City_____ State_____ Zip_____

Address of the installation _____

City_____ State_____ Zip_____

Dealer Name LeafGuard Wisconsin

Dealer Address S83 W18890 Saturn Dr

City Muskego State WI Zip 53150

This is to certify that Englert LeafGuard seamless aluminum gutters formed or shaped from Englert Inc. Gutter Coil and Accessories have been installed at the address listed above, and the Property Owner(s) whose name(s) appear(s) above are entitled to an Englert Inc. Seamless Aluminum Gutter coil and Gutter Accessories Twenty(20) Year Limited Warranty

Product installed and to be covered by this Warranty must be checked:

___Gutter ___Downspouts & Elbows EnglertColor_____ Date Installed_____

Invoice

Date	Invoice #
11/19/2012	13691

Phone #	262-679-1818

LeafGuard Southeast LLC / Valdino Roofing
S83 W18890 Saturn Drive
Muskego, WI 53150

PAID 11/24/2012

Bill To
John Krahn 11040 N. Riverland Ct Mequon, WI 53092

P.O. No.	Terms	Project
	Due Upon Completi...	Job 2

Item	Quantity	Description	Rate	Amount
LeafGuard Contract	1	LeafGuard Contract Price	2,900.00	2,900.00
Discount	1	AM 620 WTMJ Radio Promo - Free Labor	-377.00	-377.00
Customer Deposits	1	Customer Deposits	-841.00	-841.00

Balance is due upon completion, Thank you.

Total $1,682.00

ENGLERT LeafGuard®

CERTIFICATE OF TRANSFER

ENGLERT LeafGuard

Complete this card, have signed by both original purchaser and new property owner and returned within 30 days of transfer of house (or building) title.

Date of Transfer_____

Name of original property owner_____

Location of house (or building) on which Englert LeafGuard has been installed:

Street_____City_____

State_____Zip_____Date of Installation of Englert LeafGuard_____

This is to certify that the individual named below purchased the house (or building) located at address above and is to be protected by Englert's Prorated, Transferable, Limited Lifetime Paint Finish Warranty.

Full Name of New Property Owner_____

Signature of New Property Owner_____

I hereby certified that I have transferred title within the past 30-days to individual indicated and relinquish all claims under this Warranty.
Signature of Original Property Owner_____

Send to:

Englert Inc.
1200 Amboy Ave
Perth Amboy, NJ 08862
Attn: Warranty Dept

LIMITED LIFETIME PAINT FINISH WARRANTY REGISTRATION FOR ENGLERT LEAFGUARD SEEMLESS ALUMINUM GUTTER COIL AND GUTTER ACCESSORIES

ENGLERT LeafGuard

Name of Property Owner(s) _____

Address of Property Owner(s) _____

City_____State_____Zip_____

Address of the installation_____

City_____State_____Zip_____

Dealer Name **LeafGuard Southeast LLC**

Dealer Address **S83 W18890 Saturn Drive**

City **Muskego** State **WI** Zip **53150**

This is to certify that Englert LeafGuard seamless aluminum gutters formed or shaped from Englert Inc. Gutter Coil and Accessories have been installed at the address listed above, and the Property Owner(s) whose name(s) appear(s) above are entitled to an Englert Inc. Seamless Aluminum Gutter coil and Gutter Accessories Limited Lifetime Paint Finish Warranty.

Product installed and to be covered by this Warranty must be checked:

___Gutter___Downspouts & Elbows EnglertColor_____Date Installed_____

LeafGuard Southeast, LLC
Lifetime Workmanship Limited Warranty
(Lifetime Workmanship Warranty)

LeafGuard Southeast, LLC (hereafter referred to as LeafGuard Southeast) warrants to the buyer (who signed the Contract with LeafGuard Southeast) that the work LeafGuard Southeast performed under the contract will be free from defects in workmanship for the life of the structure upon which it was installed, as long as the buyer continues to own the property. Defects in workmanship shall mean the failure of LeafGuard Southeast to perform the original work in compliance with the material manufacturer's instructions, applicable building codes, or industry standards. This warranty specifically excludes defective materials, any failure of the pre-existing structure to which LeafGuard Southeast's work was attached and the workmanship of others.

In the event of a valid claim under this warranty, LeafGuard Southeast will repair or replace, at its option, the defective work without charge to the owner. LeafGuard Southeast's obligations under this warranty shall be limited to repair or replacement of its own work and in any event shall not exceed the contract price. LeafGuard Southeast shall not be liable for incidental or consequential damages related to the breach of any expressed or implied warranty. The remedies set forth in this Lifetime Workmanship Warranty shall constitute your exclusive remedies for breach of this warranty. Written notice of any claim under this warranty must be made to LeafGuard Southeast in writing within six months after the defect was discovered or should have been discovered or the claim shall be barred. This warranty is transferable.

LeafGuard Southeast, LLC
Lifetime No-Clog Limited Warranty
(Lifetime No-Clog Warranty)

LeafGuard Southeast warrants to the buyer (the person who signed the contract with LeafGuard Southeast) that the Englert LeafGuard System it installed will not clog with leaves or any other type of normally occurring tree debris and will remain free flowing for the life of the structure to which it is attached. This warranty shall be enforceable only if the Englert LeafGuard Gutter and attached downspouts are not damaged or modified so as to impede the surface adhesion, and/or internal flow of roof rain water.

In the event your Englert LeafGuard gutter or 3"x 4" downspout no longer free flows, LeafGuard Southeast will unclog or replace, at its sole discretion, the impeded Englert LeafGuard gutter or downspout section at no charge. This warranty is subject to the concurrent installation of oversized 3"x 4" downspouts. If downspouts of a size smaller than 3"x 4" are utilized, this warranty shall become void and unenforceable. LeafGuard Southeast's obligations under this warranty shall be limited to repair or replacement of its own work and in any event shall not exceed the contract price. LeafGuard Southeast shall not be liable for incidental or consequential damages related to the breach of any expressed or implied warranty. The remedies set forth in this Lifetime No-Clog Limited Warranty shall constitute your exclusive remedies for breach of this warranty. Written notice of any claim under this warranty must be made to LeafGuard Southeast, LLC in writing within six months after the defect was discovered or should have been discovered or the claim shall be barred. This warranty is one time transferable from the original buyer to the subsequent owner of the property upon which the system was installed.

LeafGuard of Wisconsin No-Clog Warranty

LeafGuard of Wisconsin guarantees the Englert LeafGuard System will not clog with leaves or any type of tree debris. The Englert LeafGuard Gutter will remain free flowing, provided the Englert LeafGuard Gutter and attached downspouts are not externally damaged, impeding the surface adhesion, and/or internal flow of roof rain water. In the very unlikely event your Englert LeafGuard Gutter or 3"x 4" downspout no longer is free flowing, LeafGuard of Wisconsin will unclog or replace the impeded Englert LeafGuard Gutter or downspout section no charge. This warranty is one time transferable.

This warranty is subject to the concurrent installation of oversized 3"x 4" downspouts. If downspouts of a size smaller than 3"x 4" are utilized, this warranty makes no claim as to the performance of such downspouts, and the ability of Englert LeafGuard to remain clog free.

Kevin P Lyden

LeafGuard of Wisconsin

ENGLERT LeafGuard OF WISCONSIN

Date

1-800-532-3482

11021
70.39'
188.50'
150'
14-075-0007.000
94'
70.74'
11026
15' DRNG ESMT
RIVER
62.55'
17.02'
80'
11040
14-075-0006.000
11052
14-075-0005.000
98'
164.38'
153.67'
72'
115'
123'
965.36'