

WARNER CREEK CONDOMINIUM OWNERS' ASSOCIATION BOARD MEETING

April 3rd, 2024

Deb Pirkel's Home

7:30 A.M. – 10:30 A.M.

ATTENDEES: Deb Pirkel, Pat Osol, Donna Kings and Rhonda Uschan

FINANCIAL

CHECKING/SAVINGS ACCOUNT INFORMATION AS OF MARCH 1, 2024

- Checking Account balance = \$72,646.37
- Savings Account balance = \$3990.79
- Reserve amount is \$2,100.00.
- General Savings = \$1,890.79

ASSESSMENT FEE REPORT

- Total amount collected as of March 31, 2024, is \$22,850. Balance remaining is \$6,225 (13 people)
- A reminder invoice will be going out in mid-April.

PROFIT LOSS

- 1st Quarter reports are near completion and will be finalized once the March Bank Statement is received. This is the first draft using the new accounting system, Quickbooks.

NOTES:

INCOME:

- Maintenance Fee Income is at 91% YTD. This is due to a number of residents who paid their January fees in December. At least 20% of the residents pay their Maintenance Fees in the prior month or pay multiple months at a time. This can make tracking difficult to manage. **For tracking purposes, it would be easier to manage if all fees were received between the 1st and 5th of each month.**

EXPENSES:

- **Landscaping (CODE 2002)**
The deposit required by Bob and Dave's for 2024 Spring work was paid.
- **Office Supplies (Code 2007)**
Supplies included the January Owner mailing.
There will now be a fee of \$30 per month for the Quickbooks software.
Three Gift Cards were purchased to say Thank You to those individuals who coordinated projects around the grounds.
- **Pond Maintenance (Code 2008)**
The contract to replace the fountain for the south pond was signed and a down payment of 50% (\$1600) was required. Per the 2023 Fall Meeting, the purchase of the fountain was based on funds available and per the recommendation of Wisconsin Lake & Ponds for aeration purposes.
- **Snow Removal (Code 2013)**
We are under budget thanks to a light winter. Hopefully the snow on April 2 will be the last.
- **Looking to 2nd Quarter**
Assessment fees should be at 100% of budget.
Maintenance fees should be closer to 100% of budget.
Snow Removal should be closer to 50-60% of budget.
Reserve Fund will continue to grow.

BUILDINGS

- Wil-Kil for 2024 is scheduled for May 8 and September 11.
- There are no projects remaining from 2023 and no major projects planned for 2024.

LANDSCAPING

2024 Mulch: Mulch is scheduled to be refreshed by raking to revive the new mulch that was applied in 2023.

Spring Schedule:

- Bob & Dave's have once again been contracted to apply pre-emergent to all mulch beds for weed prevention. This proved very helpful summer 2023 and eliminated the expense of frequent hand weeding.
- Bob & Dave's will be prepping all front beds mid-May for marigold planting.
- Bob & Dave's: A Spring contract has been signed to trim all shrubs requiring spring pruning and address planting areas.
- Quality Lawn Care: Quality Lawn Care will perform the Spring Clean-up as in previous years.
- Green Boyz Fertilizing Company will perform the 2024 fertilizing.
- Spring Walk Thru: A spring walk thru of the property will be performed in mid-June to allow time for all planting to begin their growing season. Any plantings that did not survive the winter weather will be replaced in early July. We ask that owners please do not email before mid-June regarding plantings around their home as many do not show signs of growth until then.

Small pond fountain

- A replacement fountain was ordered for the small pond to aid in aeration. Cost is \$3,200. A down payment of \$1,600 was paid in January. The replacement was based on available funds as stated at the Annual Fall Owners Meeting.

MISC.

- **Spring Window Washing:** The 2024 Spring Window Washing is scheduled for May 21, 22 and 23. Window washing is the expense of the individual owner. Details will be emailed to all owners in late April with instructions on how to sign-up, cost, and payment information.
- **Snow Removal Repairs:** Snow removal repairs are performed in May by the snow removal company at no additional expense to the association. These repairs are included as part of our signed contract. Should you have sod laying in your yard, please leave it for the snow crew as these can be flipped to fill in damaged areas and, in many cases, will re-root themselves and grow much better than seed. Should soil and seed be applied in your area we would ask that you please water for best results.

Board of Directors WCCOA

Attachments: Owners' Directory April 2024