

**NOTICE OF
WARNER CREEK CONDOMINIUMS OWNERS' ASSOCIATION
2024 FALL ANNUAL MEETING
MONDAY, OCTOBER 7, 2024 – 6:30 P.M.
ALLIANCE CHURCH
6693 W. GRAND CHUTE BLVD. APPLETON, WI**

Call to Order by Deb Pirkel at 6:35 P.M.

Welcome to new owners! Present Kathy Kiger, John & Julie Lyons
Calling of the Roll Deb Pirkel called for the reading of the roll. 54 owners were present constituting 40 units and 12 proxies for a total of 52 ballots.

Introduction of Board Members

Deb Pirkel, President
Jerry Kolbe, Buildings
Pat Osol, Secretary
Rhonda Uschan, Treasurer
Donna King, Landscaping

Approval of October 2023 Association Meeting Minutes

Woody Barthel mentioned his name was misspelled in the Misc Business section. Noted.
A motion was requested to approve the 2023 Annual Meeting minutes. Joyce Olson so motioned. Motion seconded by Kris Kuehl.

Financials

Checking Account Balance through 9/30/24 - \$55,106.87

- Overview of the year – Financially this has been a good year due to the following reasons:
 - increase in income from Maintenance Fees and Assessment Fees
 - reduction in expenses – snow removal, exterior building maintenance,
 - all residents paid their assessment fee by the deadline – Thank you. This resulted in us not having to secure a loan.
- A coding system was established for each income and expense line item in the budget. This system was provided to all residents of the Association at the beginning of the year to help better understand the definitions.
- We converted our financial bookkeeping to an accounting software called QuickBooks.
- Beginning January 1, 2024, \$300 per month was allocated to the reserve fund. In June, we were able to move \$25,000 of our operating surplus to the reserve fund as well. This now gives us a reserve balance over \$30,000. We will continue to move funds to this reserve account as a surplus occurs.

- Communication to residents
 - Monthly financials are available on the Association web page. Financials include the amounts for each coding categories/line items.
 - Quarterly financial reports are available on the Association web page.
- Approved 2025 budget was provided in your owner's packet
 - Items that have changed from the 2024 Budget:
 - Less income in 2025 due to no income assessment fee income.
 - Snow removal – We averaged this budget using 3 years of expenses, excluding the year when the assessment was needed.
 - Full year of increase of maintenance fees – the increase went in effect in June 2024.
 - Per a request from a resident, pond expenses are broken down by each pond as three separate line items.
- Future Payments
 - As we approach the 2025 budget year, it is important that our books reflect the actual income and expenses for the current year, 2025. We ask that payments for January 2025 not be made until January 1, 2025. If they are made prior to January 1st, they will not be included in the 2025 budget year.
 - Fees are not due until the 1st of each month. Payments should arrive within the first 15 days of each month. This would assist with our bookkeeping and reflect accurate 2025 numbers.

Buildings

- This fall the gutters will receive 2 cleanings. One additional cleaning occurs in the spring.
- The heating vents on the units will be checked by Jeff Voight when excessive blowing snow warrants it.
- Please make sure you contact the board with problems concerning downspouts, bird nests etc.
- Our Wil-Kil contract is set to expire December 31, 2025.

Landscaping

- Marigolds: Thank you to Barb Kolbe for volunteering to once again oversee the spring marigold planting in 2025. She will begin work on this project November 1, 2024 providing details as the spring 2025 planting date nears.
- Ash Trees: You may have noticed several ash trees tagged with an orange ribbon throughout the neighborhood. Due to disease, we have been advised to remove 3 ash trees and 1 diseased Japanese Lilac tree from the property. Removal is scheduled for October 28th with a total expense (removal and stump grinding) of \$2,310. The remaining ash trees will be evaluated in 2025. We will follow the recommendations of landscapers.
- Pond maintenance: General annual maintenance on the 2 storm drain ponds includes 3 algae treatments, fountain maintenance, annual installation and storage with total of \$5,970 annually. The wetland drainage pond requires 2 -3 algae treatments annually

dependent upon weather conditions for total expense of is \$2030 annually (number is based upon 3 treatments). This wetland pond requires no additional expense.

- Ryegrass Cul-de-sac Project: In 2023 a bid was requested from Bob & Dave's to install two planted beds at the first small cul-de-sac on Ryegrass. This would improve curb appeal as you enter from Ryegrass making the bench/seating area at the cul-de-sac more appealing. The bid for this project was \$5,200. Due to lack of interest when presented at the 2023 Annual Owners Meeting, this project was tabled until a further date. Also in this area is the berm bordering Rifle Range which was installed by Leon Church during construction of the final duplex on Ryegrass. This berm adds a level of safety for the area as it is close to Hwy 41. The lack of quality soil and scrub grasses makes this an unsightly feature. With the sound barrier wall now approved, we will seek a bid to improve this berm, mirroring the existing berms.
- Fall Plant Pick-up: The fall plant pick-up has been scheduled for November 4. We will send a reminder as the date nears.

Snow Removal

- Snow Removal for 2024/2025 will mirror previous years with removal occurring only when 2" or more of snow fall occurs. We are hoping for another mild year, but nature will make its own choices. Should an owner wish **NOT** to receive ice melt, the form provided in this year's Annual Owner's Packet should have been dropped off in the appropriate box at sign-in. All other homes **WILL** receive ice melt product. Please be aware, should an ice event occur, owners choosing not to receive ice melt will have to navigate driveways and sidewalks at their own risk.
- When significant drifting and blowing occurs, it may be necessary for a second pass thru to ensure roads and driveways remain open. We attempt to avoid this additional expense, when possible, particularly if temperatures are expected to rise.
- We do ask for your patience when removal is necessary. Snow removal typically begins at the south end of the neighborhood, working their way around to the north units.
- Unless snow fall is predicted to be a major occurrence, snow removal crews will begin clean-up once the snow fall has ended to be cost effective.
- In the case of a major storm and to keep up with heavy snow fall, snow may be temporarily piled throughout the neighborhood until it can be moved to another area. Our neighborhood has limited areas to pile these large amounts of snow. This will help us to avoid the costly expense of trucking fees.
- Snow crews are not allowed to stack snow against fences, trees, fire hydrants, storm drain areas or directly in front of homes. Please note that at times it may be necessary to temporarily pile snow in cul-de-sacs, road areas or in front of homes until further removal can occur.

Election of Officers

- This year there are 3 Open Positions. Please note Board positions are for 2-year terms.
- The terms expiring are those of Pat Osol, Rhonda Uschan and Jerry Kolbe.
- Currently there are 4 candidates for the three expiring positions. They are Pat Osol, Rhonda Uschan, Deb Kordsmeier and Alfred Merwald.

Election Finals

- Cheryl Allen, Jim Bayorgeon and Laurie Winkelman were asked to count ballots.
- Voted to Two Year Terms were: Pat Osol, Rhonda Uschan and Deb Kordsmeier.
- Your 2024 Board Members will consist of Deb Pirkel, Pat Osol, Rhonda Uschan, Donna King, and Deb Kordsmeier.

Additional Comments

- The Annual Holiday Party will take place on December 10th at Wilder's Cutting Edge Bistro. Details will be emailed in November. Thank you to Kay Rorabeck and Barb Hubley for taking on this responsibility.
- Fall clean-up of pruning and shrub trimming has been contracted with Bob and Dave's. The Fall clean-up of misc. debris as well as leaf clean-up will be performed by Quality Lawn Care and will occur just after the final mowing. Owners may place plants (no pots please), fall décor (pumpkins, gourds etc.) at the curb for pick-up on November 4th. Should there be decorations you wish to keep, please be sure they are not located near the curb. This will ensure that your items are not accidentally discarded.
- Please remember that if your contact information changes to notify the board immediately so that your email communication is not interrupted.
- Snow Removal- The NO ICE MELT forms were to be deposited in the appropriate box at the time of sign-in this evening. Anyone not replying will receive ice melt and be cleared only when snow accumulations exceed 2". Snow Removal stakes will once again be placed only at those owners' homes that have requested **NO** Ice Melt.
- Please be reminded, the purpose of this meeting is to conduct general association business only. It is not for items concerning your personal home or questions regarding. These items are to be emailed to the board so that they may receive the correct reply.
- Once again, we have been contacted by vendors regarding owners' interaction with staff. Please be reminded that direction has already been established with the vendor through the board on the owners' behalf. While these conversations are meant to be friendly, it leads to additional billing time and expense to the association. Such general conversation recently cost the association an additional \$250 for tree trimming due to additional labor time. These employees are given a time frame in which to complete their task.

Misc. Questions

Are there any requests regarding General Association items to address at this time? Or Questions regarding the recent Owner Letter for Mr. Frassetto.

The attorney answered questions from the owners. He discussed the cost and other problems with motions that Woody Barthel proposed. Mr. Frassetto also gave Owners an idea as to what some of these ideas/actions would cost, what measures would be involved and potential

repercussion to the community in general may occur. Such changes would alter the original drainage system that was required upon development of the area by the Town of Grand Chute, Outagamie County and the Wisconsin DNR. The three ponds in question were required in the original drainage system plans and service the entire community.

Mr. Barthel inquired why motions made at the 2023 meeting were not being acted upon. Mr. Frassetto clarified that the correct procedure to present motions was not followed. Per Mr. Frassetto, the board responded appropriately. A question also arose regarding Mr. Barthel involvement in any legal meetings as he requested. No such meetings occurred. The only meeting occurring was at the request of Mr. Trettin. All owners were invited to contact the board upon receipt of the Owners' Letter should they have questions or require legal clarification. Mr. Trettin was the only owner responding who requested clarification of the pond history and usage.

Adjournment:

President – If there are no further items for discussion, may we have a motion to adjourn the 2024 Annual Meeting of The Condominiums at Warner Creek?

Motion Made by: Don Ripley

Motion Seconded by: Tom Trettin

President - The 2024 Annual Meeting of The Condominiums at Warner Creek is adjourned

TIME: 7:55

WARNER CREEK BOARD OF DIRECTORS