

## 2019 Gardens at Willowbrook Minutes

|   |   |                      |
|---|---|----------------------|
| <b>Meeting Title: Gardens @ Willowbrook HOA 2019 Annual Meeting</b> |   |                      |
| <b>MINUTES</b>  | Meeting Date: November 6 <sup>th</sup> , 2019 | Meeting Time 7:00 pm |

|                    |   |
|--------------------|---|
| Meeting Location:  | Sun Prairie Colonial Club                     |
| Meeting called by: | Gardens at Willowbrook Homeowners Association |
| Type of meeting:   | Annual HOA Meeting                            |
| Facilitator:       | Gardens at Willowbrook Board of Directors     |
| Note taker:        | Shandar Hoagland                              |
| Timekeeper:        | Shandar Hoagland                              |
| Attendees:         | Please see sign in sheet                      |

### Minutes

|                 |                  |           |
|-----------------|------------------|-----------|
| <b>Present:</b> |                  |           |
|                 | Dan Mickelson    | President |
|                 | Paul Schulte     | Secretary |
|                 | Cyrus Maltman    | Treasurer |
|                 | Shandar Hoagland | Manager   |

|  | <u>Agenda Item</u>  | <u>Action</u>    |
|--|---|------------------|
|  | <p><b>Roll Call</b></p> <p style="margin-left: 20px;">a. Proof of attendance per check in sheet</p> <p>Note Meeting start time: 7:01 pm</p>   | Shandar          |
|  | <p><b>Proof of Notice of Meeting</b></p> <p style="margin-left: 20px;">a. Shandar provided the original mailing</p>   | Shandar          |
|  | <p><b>Introduction of Directors and Speaker</b></p> <p style="margin-left: 20px;">a. Dan Mickelson-President<br/>b. Paul Schulte-Secretary<br/>c. Cyrus Maltman-Treasurer<br/>d. Shandar Hoagland-Association Manager from DSI<br/>e. Steve Stocker-City of Sun Prairie Alderperson</p> | Shandar Hoagland |
|  |   |                  |

| <u>Agenda Item</u>   | <u>Action</u>   |
|--|---|
| <p data-bbox="133 302 776 331"><b>Old Business/Reading of minutes from prior meeting</b></p> <p data-bbox="230 373 857 403">2018 Minutes were read silently and were approved.</p>   | <p data-bbox="1370 373 1477 432">Shandar Hoagland</p> |
| <p data-bbox="133 478 305 508"><b>New Business</b></p> <p data-bbox="181 550 604 579"><b>b. Update Board Actions in 2019;</b></p> <p data-bbox="230 583 1312 642">For 2019, Paul will check the pump twice weekly, clean the filter and apply algae control as needed.</p> <p data-bbox="230 655 393 684"><b>Paul Schulte-</b></p> <p data-bbox="230 688 1312 789">The Association maintains out-lots 3, 5 and 6 as well as the medians and roundabout in the neighborhood. We also maintain the pond and landscaping buffer located at the neighborhood entrance on Town Hall Rd.</p> <p data-bbox="230 831 1338 966"><b>Landscaping:</b> The medians on Gas Light are looking good this year. As of the meeting date, Schonheit has not done the fall cleanup and will get to it soon. The roundabout and medians on Carriage Lane and Gas Light are also looking good, the newly added daylilies are coming in nicely.</p> <p data-bbox="230 974 1318 1075">We decided not to spend money on adding annuals to the green spaces anymore as it is a waste of money. We have decided to add perennials instead. This should save some money each year.</p> <p data-bbox="230 1117 1318 1176">We did an assessment of all the trees and shrubs in the neighborhood this spring. The trees and shrubs are mostly original from when the neighborhood was built.</p> <p data-bbox="230 1184 1325 1251">Behind the pond, the cedars were deteriorating so we had them removed by Boley Tree and Landscape. We also removed some junipers in this area as well.</p> <p data-bbox="230 1260 1205 1289">Shrub pruning was done in the roundabout as they were choking out other plants.</p> <p data-bbox="230 1331 906 1360">The fountain was removed, and it is now a concrete pad.</p> <p data-bbox="230 1369 1312 1428">We added a rain sensor to the irrigation system so that it will not turn on when it is raining. Some of the plants have died due to over watering, so this will help alleviate that.</p> <p data-bbox="230 1470 1269 1537">We added shrubs to the green spaces to help rebuild these areas, we will add more3 as needed in the future.</p> <p data-bbox="230 1579 1269 1646">Pond pump was working well, we did have a slight issue with a chord that needed to be replaced, but the cost was minor.</p> <p data-bbox="230 1688 393 1717"><b>(ACC Report)</b></p> <p data-bbox="230 1722 1318 1789">There have only been minor issues this year. There are less ACC issues/concerns as the HOA grows older.</p> |   |

## **Review of 2019 Budget and Expenses**

The Board decided to sign a 3-year contract with DSI. The Management fees did not increase at this time.

We were over budget on a couple line items, but mostly on track for the year. We should end the year with a surplus.

### **2020 Budget.**

We were able to reduce the dues for 2020 by a small amount by reducing the contract with Schönheit.

## **Association Members Forum;**

Steve Stocker, City of Sun Prairie Alderperson was available for questions.

Q. Will the new Habitat for Humanity neighborhood have an HOA?

A. Yes

Q. Has a traffic impact analysis been done?

A. Traffic should not flow to Gardens at Willowbrook. If it does, it will possibly go down Gas Light.

Q. What is happening with the carriage lanes?

A. there are no changes to the carriage lanes, Gardens at Willowbrook HOA owns the carriage lanes and the new community will not be utilizing them.

Q. Who will maintain the carriage lanes in the new community?

A. The City of Sun Prairie will maintain them.

They will be adding a storm water lift station which will be good for the Gardens at Willowbrook neighborhood.

They may also be adding a small park to the new development.

Q. When will the plan be finalized?

A. This should be available for review in the next month.

Please use the following resources to stay up to date on all Sun Prairie news.

Nixel; <https://local.nixle.com/city/wi/sun-prairie/>

Text 53590 to 888777

Sun Prairie Stronger Website.

<https://cityofsunprairie.com/1306/Sun-Prairie-Stronger#:~:text=Overview,represented%20by%20the%20%23sunprairiestrong%20campaign.>

### **Election of Directors**

#### **Board:**

Paul Schulte, Cyrus Maltman and Dan Mickelson have all decided to volunteer for another year of service.

Dan Sealey will take Curt Klinkers position on the ACC.

Currently there is one position open;

Garden Officer-Please feel free to reach out to the Board if you would like to volunteer.

#### **ACC:**

Curt Klinkner has decided to remain on the ACC for another year.

**Adjournment:** the meeting was adjourned at 7:48pm

Please follow HOA topics on NextDoor and FaceBook

The Association would like to obtain a full email list for all owners, Please send the following information to [shoagland@dsirealestate.com](mailto:shoagland@dsirealestate.com)

Name

Address

Phone

Email Address