

# **Enclave at Mequon Preserve Homeowners Association**

## **2021 Annual Meeting Minutes**

**Meeting Date: March 25, 2021**

**Location: Online Via Microsoft Teams**

**Meeting Called by: The Enclave at Mequon Preserve HOA**

**Type of Meeting: Annual Association Meeting**

**Facilitator: Shandar Hoagland, DSI Real Estate Group**

**Note Taker & Time Keeper: Shandar Hoagland**

**Attendees: Please see sign in sheet**

### **A) Roll Call;**

Roll Call was obtained via Microsoft Teams download.

Introduction of Shandar and Serena with DSI Real Estate Group.

### **B) Proof of Notice of Meeting;**

Shandar presented the original letter that was sent to all owners on March 15<sup>th</sup>, 2021.

### **C) Reading of Minutes of Prior Meeting;**

The 2020 meeting minutes were posted to the DSI website prior to the meeting, and also sent out with the meeting link the morning of the meeting on March 25<sup>th</sup>, 2021. Meeting minutes were approved.

### **D) Officer's Reports;**

#### **a. Collection of Association Dues**

-The Association has 50 assessment units for 2021, currently 11 have yet to pay. Late fees were assessed on March 15<sup>th</sup>, late letters will be sent out in April. If not payment or communication is received from the outstanding homeowners, by May, we will begin the lien filing process.

### **E) Committee Reports;**

#### **a. ACC Update:** As of January 1, 2021 DSI is in charge of all ACC requests. Serena in our office will be your main point of contact. We have created a new web page that has all the application and project information for exterior and structural improvements:

<https://www.dsirealestate.com/condo-hoa/acc/>

#### **b. The ACC can be contacted at : [acc@dsirealestate.com](mailto:acc@dsirealestate.com)**

### **F) Elections:**

#### **a. The neighborhood will be conveyed to homeowners when all lots in the HOA have been sold. The neighborhood is approximately 95% complete at this time. Conveyance will likely take place toward the end of the year.**

### **G) Unfinished Business;**

- 1. Tree Removal:** dead/dying trees have been removed or pruned in the front portion of the neighborhood. Veridian took on some of the costs, the remaining charges were split between the 2020 and 2021 Landscaping Budget.

**2. Construction Traps:** Veridian is removing the remaining constructions traps within the neighborhood.

**H) Adoption and Approval of an Annual Budget**

2021 budget was approved by the Board of Directors (Veridian Homes) in December.

Increased overall budget by 3,951 due to increases in the Mowing Category and the ACC Administration fee.

**I) New Business;**

**Q:** Does the model home need to be conveyed before the neighborhood can be turned over?

**A:** No, the some of the out lots need to be turned over to the Village for future maintenance.

**Q:** Do you know which out lots are being turn over to the City and which will be maintained by the HOA?

**A:** Unknown at this time, we are still investigating this.

**Q:** Will the Enclave South be part of the Enclave at Mequon Preserve.

**A:** No, it will be a separate HOA.

**Q:** What is an out lot?

**A:** An area of land within the neighborhood that is not a single-family lot.

**Q:** Is there a way to better maintain the ponds, or get a new vendor?

**A:** The best way to keep the ponds, is to leave a large buffer of taller grasses on the exterior of the ponds. We can work with the landscapers to mow less, and if needed treat them with chemicals.

**Q:** Before Veridian hands over control can there be a meeting with Veridian to discuss covenant changes?

**A:** We will contact Veridian and let them know this is something the homeowners are interested in, but at this point they do not have any interest in changing the covenants before conveyance.

**Q:** Is the mulch the was put down near the model home contributing to the overage in landscaping costs?

**A:** No – that mulch came from the trees that were removed in the front of the neighborhood.

**Q:** Dogs need to be walked on leash? Or are they able to run free?

**A:** There is likely a Municipality Ordinance that requires dogs to be on a leash. Unfortunately, it is not part of the HOA documents.

**Q:** There is a lot of dog waste along the walking trails, is clean up part of the maintenance agreement, or is there an option to add trash cans along the path?

**A:** The HOA can look into this, it is not budgeted for, but we can look into Pet Waste Stations for the next year.

Q: Do we have a community Spring Cleaning event planned?

A: No, not as part of the HOA – it is a good thing to investigate as a community.

Q: Is there a reserve fund, or will it help make up for the shortfall?

A: It is used to cover the shortfall, there currently is not a reserve fund.

Q: Who files our tax returns? Can we get a copy?

A: Baker Tilly and yes, please email Shandar ([shoagland@dsirealestate.com](mailto:shoagland@dsirealestate.com))

Q: Can the entrance sign be updated and have additional lighting added?

A: Veridian tried to add electricity to the area 3 different times and were unable to bore a hole. The only option for lighting is solar. The sign will not be changed.

**J) Adjournment.**

The meeting was adjourned at 6:53 pm.

Notes: If you are interested in volunteering for the Board upon conveyance, please email Shandar ([shoagland@dsirealestate.com](mailto:shoagland@dsirealestate.com)).