

Smith's Crossing Homeowners Association

2022 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: March 15th, 2022

Location: Online via Microsoft Teams

Meeting Called by: Smith's Crossing HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Serena Pretti

Attendees: Attendance taken online

A) Roll Call

- a. Proof of attendance reached via Teams attendee download
- b. Introduction of Shandar with DSI Real Estate Group

B) Proof of Notice of Meeting or Waiver of Notice;

- a. Shandar presented the letter that was mailed to all owners.

C) Reading of Minutes of the Prior Meeting

- a. Emailed out and posted on the DSI website: www.dsirealestate.com

D) Officers Reports;

- a. Currently there are 52 homes that are past due for the year. Liens will be filed if they have not paid by May – the only way the dues will not get paid is if the homes go into foreclosure.

E) Committees Reports;

- a. ACC Update: The ACC web page is a great starting point when you are considering an exterior or structural change project on your lot. The web page offers fillable PDF applications, as well as the Covenants (CCR's) and other project information <https://www.dsirealestate.com/condo-hoa/acc/>
- b. The ACC can be contacted at : acc@dsirealestate.com

F) Elections;

- a. Elections will take place when the neighborhood is conveyed. The conveyance process will begin when all lots are sold. The neighborhood is currently 70% complete/sold at this time.

G) Unfinished Business

- a. Pet waste – please clean up after your pets!
- b. Plan to install at least one more pet waste station this spring.

H) Adoption and Approval of Annual Budget;

- a. The 2022 annual budget was approved by the developer in December and distributed to all lots in the neighborhood.
- b. 2021 Financial Report;

	2021 Budget	2021 Expenses	Difference
Snow Removal	\$54,000.00	\$49,637.00	\$4,363.00
Mowing	\$24,750.00	\$35,453.30	-\$10,703.30
Landscape Maintenance	\$48,000.00	\$54,088.45	-\$6,088.45
Irrigation	\$320.00	\$75.00	\$245.00
Maintenance	\$12,468.00	\$11,699.98	\$768.02
Utilities	\$4,650.00	\$4,582.77	\$67.23
Liability Insurance	\$3,000.00	\$2,962.00	\$38.00
Misc			
Property Taxes		\$265.27	
Professional Fees		\$350.00	
Annual Report		\$10.00	
Bank Service Charges		\$197.08	
Check Printing		\$173.99	
Postage		\$546.01	
	\$3,000.00	\$1,542.35	\$1,457.65
Management Fee	\$20,112.00	\$20,112.00	\$0.00
ACC Fee	\$12,067.00	\$12,067.20	-\$0.20
Legal Fees	\$1,500.00	\$460.20	\$1,039.80
Total	\$210,867.00	\$219,680.25	-\$8,813.25
HOA Dues	\$211,089.56		
Late Fee	\$975.70		
Interest Income	\$9.95		
Total	\$212,075.21		
Expenses		\$219,680.25	
2021 Shortfall		-\$7,605.04	
Capitol Expenses paid with Reserves			
Carriage Lane replacement	\$28,435.00		
Carriage lane repairs	\$5,780.00		
Total Reserve Expenses	\$34,215.00		
Balance of Reserve Account 12/31/2021	\$33,876.03		

Mowing Shortfall was caused by increased mows. We budgeted for 24 mows, and had 30 because the season started early in April and went into Nov.

Extra Landscaping Projects done in 2021:

Poison Ivy Removal on O’Keeffe Medians	\$2,850
Replanting traffic circle on Brown Bear	\$2,440
Replaced Chokeberry Plants (12) in Pocket Park on Sky Blue	\$2080
Removal of invasive Willow shrubs on traffic circle at Twisted Branch	
<u>Replaced with Junipers</u>	<u>\$1,200</u>
Total w/tax:	\$9,041.35

I) **New Business**

b. Development;

Development is continuing in the McCoy Addition;



Q: What do you do if someone puts something up that's not allowed?

A: We would send a violation letter and work with the owner to get it removed or corrected. Please send all reports of violations to hoa@dsirealestate.com.

Q: Can we view receipts for all that stuff? Is this spending audited?

A: Yes, please reach out to DSI to schedule a time to come in and review.

Every invoice is reviewed by at least 3 people in our office to verify validity before it is paid.

Q: Can you charge just those that live on carriage lanes for carriage lane expenditures?

A: No, per the Covenants, all owners pay an equal share of the expenses.

Q: What does the management fee get us?

A: Here is a list of services provided;

What DSI Does...

- 1) Follow requirements and procedures set out in the Bylaws.
- 2) Hold annual meetings.
- 3) Send/prepare all paperwork for the Association.
- 4) Keep roster of current homeowners & incorporate all new sales.
- 5) Prepare an Operating Budget annually.
- 6) Accounts Receivable. (This includes offering online payment options. Also includes filing liens for unpaid dues as needed.)
- 7) Maintain Accounts of Association Funds.
- 8) Accounts Payable.
- 9) Maintain Current Books and Records.
- 10) Submit Annual Reports to WDFI.
- 11) Available for any homeowner inquiry calls/concerns.
- 12) Enter into contracts for utility maintenance, trash removal, etc..
- 13) Solicit bids annually.
- 14) Regularly inspect neighborhoods to determine any physical improvements and maintenance needed.
- 15) Oversee the employ and performance of all sub-contractors required for neighborhood operation.
- 16) Maintain/Obtain insurance.
- 17) Work with Board of Directors.
- 18) Provide neighborhood information on DSI website.

Q: We pay taxes to City of Sun Prairie So what part of Smith's Crossing is serviced by the city?

A: The City maintains the streets, including snow removal, they maintain lots of green spaces throughout the neighborhood. They also do the trash collection throughout. Please reach out to DSI at hoa@dsirealestate.com if you would like to go over this further.

Q: Do the residents in apartments pay also for maintenance?

A: Yes, the apartments and commercial properties pay into the HOA as well.

Q: Are sidewalks included in snow removal by HOA or it's owner's responsibility?

A: Anything that is on your lot is your responsibility to maintain.

Q: I believe that per the HOA rules, the HOA can hire someone to clean up neglected yards and charge it to the homeowner. With so many neglected yards in the neighborhood why aren't you doing this? Parts of the neighborhood are starting to look pretty bad.

A: None of our vendors will go on an owner's lot and perform a job without permission from said homeowner.

Q: Will you be using the same snow removal company for the Haven community next fall? They were horrible and had a blade wider than the sidewalk and almost everyone's yard is ripped up.

A: Unfortunately, we are limited on vendors for the Haven product, several of our vendors will no longer provide services to the Haven product.

Q: Can you update us on the plan for the access pad to the street from the sidewalk in the Haven?

A: Veridian has agreed to install one pad on the terrace.

Q: why are we paying to have weeds pulled monthly?

A: It is required by the CCR's that we keep areas weed free.

J) Adjournment;

a. There were no more questions, so the meeting adjourned at 6:40 pm.