

**Secret Places Homeowners Association**  
**2024 Annual Meeting Minutes**  
**Facilitator: Shandar Hoagland, DSI Real Estate Group**  
**Meeting Date: October 23rd, 2024**  
**Location: Virtual**  
**Meeting Called by: Secret Places HOA**  
**Type of Meeting: Annual Association Meeting**  
**Note Taker & Time Keeper: Shandar Hoagland**  
**Attendees: See Microsoft Teams Attendee Download**

**A) Roll Call;**

Roll Call is obtained via download attendees' tool on Microsoft Teams (there were 18 homeowners in attendance)

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

Shandar presented the original mailer that was mailed to all homeowners on October 4th, 2024.

**C) Officers Report;**

Homeowners were asked to review the minutes on the DSI Real Estate Group website prior to the meeting. No questions, the minutes were approved.

Delinquent Association Dues

-There are currently 3 homes that are delinquent. Liens were filed in October.

**D) Committee Reports;**

What is the Architectural Control Committee (ACC)?

The ACC reviews Exterior and Structural Changes to homes, to maintain uniformity and aesthetic appeal throughout the neighborhood.

The ACC utilizes the Covenants written for the neighborhood to review submitted projects and determine what is allowable.

Architectural Control Committee Reminders:

Approval is required prior to projects beginning.

Sheds and above ground pools are not permitted within the neighborhood.

Applications are available on the DSI Real Estate Group webpage:

<https://www.dsirealestate.com/hoa/secret-places/documents/>

If you have any questions, please reach out to [acc@dsirealestate.com](mailto:acc@dsirealestate.com)

**E) Elections -**

○ HOA board

- We need 3 to 5 board members in order to have a well-functioning Board. The commitment per month is only a couple of hours, mostly done via email.

The Board meets quarterly to go over important topics. Please contact Shandar or a Board member if you are interested.

The following homeowners agreed to be on the Board and ACC for the next year;

John Nagler  
Seth Zimmerman  
Lucas Munz  
Heather Geye  
John Kosubucki

**F) Unfinished Business;**

- Stream maintenance throughout. Banks need to be stabilized.

- Est. \$100/linear foot (1000 linear feet per year (\$10,000))
- Path Maintenance to fix areas with weeds growing through.
  - Est \$10,000 for OI 1
- Bridge Maintenance –Board replacement & staining
  - \$6,000 per bridge base for TREX
  - \$4,500 per bridge base for treated lumber
- Tree Pruning/removal throughout the neighborhood.
  - Est \$15,000 to remove, replace and prune throughout
- Review the potential of planting new trees in OL 2 where the evergreens were removed.

There is some concern that the stream and ponds are overgrown. The aquatic plants are necessary to keep the pond/stream functioning properly. We will talk to our vendor about distributing the lilies throughout the ponds.

We need to eradicate the willow prior to redoing the path. We will talk with our vendors and work out a plan.

**G) Adoption and Approval of Annual Budget;**

The 2024 budget was not decided at this meeting, once complete, it will be mailed to all owners.

HOA Financial Report;

2024 Year to Date Expenses review; please see full report on page's 3/4.

A review of the year over year budget/dues.

Q: What do the multifamily units pay towards the dues?

A: They pay 75% of the amount you pay. \$206.25 per dwelling unit.

**H) New Business;**

Q: Plants throughout the beds are dying, what now?

A: We were originally using Schönheit Gardens to maintain the beds, then we switched to Olson Toon for bed maintenance because the quality of work has diminished. We will do a better job this spring when it comes to maintenance.

Q: Why doesn't the vendor remove and replace dead plants?

A: This is not something that is in the standard scope of work. We would need an additional bid to get this work.

Q: Are the homes on alleys condos? Why do we pay for their trash collection?

A: No, they are single family homes. That is the way the Covenants were written.

Each home pays twice for trash collection, once on your HOA fees, and once on your taxes.

Q: Does Catalina Crossing pay in to the trash collection for the HOA?

A: Yes, they pay for a portion of the HOA trash collection.

Q: Does the Board decide on the budget increase?

A: Yes, they will decide what the next years budget will be.

Please let us know if you see any issues, this will help keep the vendors on point for the work that is contracted.

**I) Adjournment;**

a. There were no more questions, the meeting was adjourned at 7:04 pm

	<b>2024 Budget</b>	<b>Year to Date Expenses as of 10/4/2024</b>	<b>Difference</b>
<b>Snow Removal/Salt</b>	\$7,500	\$5,075.70	\$2,424.30
<b>Mowing</b>	\$18,950	\$18,146.00	\$804.00
<b>Landscape Maintenance</b>			
Aeration		\$0.00	
Fertilizer/weed control		\$1,325.25	
Tree Work		\$0.00	
Bed maintenance		\$10,895.35	
<b>Total</b>	\$19,270	\$12,220.60	\$7,049.40
<b>Irrigation</b>	\$970	\$0.00	\$970.00
<b>Maintenance</b>			
Regular Maintenance		\$0.00	
Path Maintenance		\$0.00	
Water Feature Maintenance		\$9,243.99	
Trash Collection		\$5,065.39	
<b>Total</b>	\$26,000	\$14,309.38	\$11,690.62
<b>Utilities (Water &amp; Electric)</b>	\$16,525	\$17,311.60	<b>-\$786.60</b>
<b>Liability Insurance</b>	\$3,000	\$2,488.00	\$512.00
<b>Misc.</b>			
Annual Report Filing		\$25.00	
Bank Service Charges		\$196.78	
Postage		\$384.37	
Printing/Reporoductions		\$0.00	
Property Taxes		\$0.00	
Legal Fees		\$0.00	
Parade		\$0.00	
Tax Preparation		\$375.00	
<b>Total</b>	\$6,360	\$981.15	\$5,378.85
<b>HOA Management Fee</b>	\$14,855	\$9,904.00	
<b>ACC Management Fee</b>	\$6,540	\$4,360.00	
<b>Management Fee</b>	\$21,395	\$14,264.00	\$7,131.00
<b>Grand Total</b>	\$119,970	\$84,796.43	\$35,173.57

<b>Income</b>	
<b>HOA Dues</b>	<b>\$119,968.75</b>
<b>Late Fees</b>	<b>\$797.50</b>
<b>NSF Fees</b>	<b>\$50.00</b>
<b>Total</b>	<b>\$120,816.25</b>
<b>Expenses</b>	<b>-\$84,796.43</b>
<b>Current Balance</b>	<b>\$36,019.82</b>

	2024 Budget	Difference	2025 Proposed Budget
<b>Snow Removal/Salt</b>	\$7,500	\$1,000.00	\$8,500.00
<b>Mowing</b>	\$18,950	\$2,550.00	\$21,500.00
<b>Landscape Maintenance</b>			
Aeration			
Fertilizer/weed control			
Tree Work			
Bed maintenance			
<b>Total</b>	\$19,270	\$2,930.00	\$22,200.00
<b>Irrigation</b>	\$970	\$80.00	\$1,050.00
<b>Maintenance</b>			
Regular Maintenance			\$5,000.00
Path Maintenance			\$7,500.00
Water Feature Maintenance			\$10,000.00
Trash Collection			\$9,500.00
<b>Total</b>	\$26,000	\$6,000.00	\$32,000.00
<b>Liability Insurance</b>	\$3,000	-\$300.00	\$2,700.00
<b>Misc.</b>			
Annual Report Filing			\$50.00
Bank Service Charges			\$200.00
Postage			\$550.00
Printing/Reproductions			\$0.00
Property Taxes			\$350.00
Legal Fees			\$0.00
Parade			\$0.00
Tax Preparation			\$375.00
<b>Total</b>	\$6,360	-\$4,835.00	\$1,525.00
<b>HOA Management Fee</b>	\$14,855		\$14,855.00
<b>ACC Management Fee</b>	\$6,540		\$6,540.00
<b>Management Fee</b>	\$21,395	\$0.00	\$21,395.00
<b>Grand Total</b>	\$119,970	\$10,900.00	\$130,870.00
<b>Divided by Total Units</b>	436	436	436
<b>Annual Cost per Home **</b>	\$275	\$25	\$300

Year	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Total Budget	\$84,297.00	\$91,632.00	\$82,700.00	\$109,062.50	\$109,062.50	\$109,062.50	\$109,062.50	\$119,968.75	\$119,968.75	\$119,968.75
Unit Count	470	473	436	436	436	436	436	436	436	436
Per unit cost	\$179.36	\$193.73	\$189.68	\$250.00	\$250.00	\$250.00	\$250.00	\$275.00	\$275.00	\$275.00
<b>Total increase per unit since 2015</b>			\$95.64							

### **REMINDERS**

No dumping of trash or yard debris anywhere in the neighborhood. You may take things that the city doesn't pick up to **4602 Sycamore Ave.** Additional information can be found on the City of Madison's website;  
<https://www.cityofmadison.com/streets/refuse/dropoffsites/>

Please park at least 15 feet away from the corners so that people can see through intersections.

### **Stay in touch with your neighbors!**

<http://www.secretplacesneighborhood.com/>

[nextdoor.com/joinCDXUKC](http://nextdoor.com/joinCDXUKC)

[facebook.com/groups/secretplacesneighborhood/](https://facebook.com/groups/secretplacesneighborhood/)