

1000 Oaks Homeowners Association

2025 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: February 3rd, 7:30pm

Location: Microsoft Teams

Meeting Called by 1000 Oaks HOA

Type of Meeting: Annual Association Meeting

Note Taker & Timekeeper: Shandar Hoagland

Attendees: Attendance downloaded through Teams

Agenda:

A) Roll Call

- a. Proof of attendance reached via Teams Download
- b. Introduction of Shandar and Serena with DSI Real Estate Group

B) Proof of Notice of the Meeting

- a. Shandar presented the original letter that was mailed to all homeowners
 - Letter was mailed out on January 20th, 2025
 - Agenda, PowerPoint Slides, Budget and Financials were also sent via email the morning of the meeting.

C) Reading of Minutes of the Last Meeting

- a. 2025 Minutes were posted on the DSI website: www.dsirealestate.com, owners were asked to read them prior to the meeting. This was done and the minutes were approved.

D) Officers Reports

- a. Collection of Association Dues for 2025:
 - There are currently 50 homes that have yet to pay the 2025 assessment. Of those 50, there are 5 outstanding from 2024.
 - If you are unsure if your dues are paid, please reach out to hoa@dsirealestate.com to verify.
 - Late Fees will be assessed on March 1st. At that time, we will send out late letters to all past due owners and request payment immediately. If payment is not made by May, we will move forward with the lien filing process.
 - Once a lien is filed, the dues will need to be paid prior to any sale or refinance.

E) Committee 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

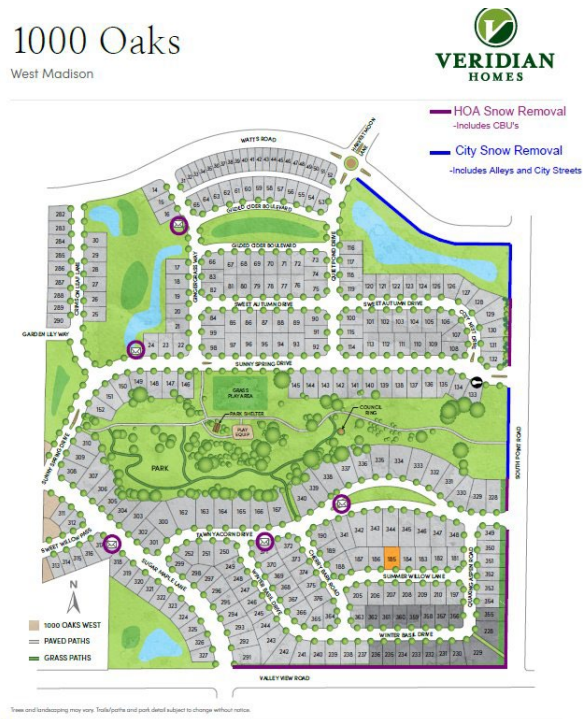
F) Elections

- a. None at this time. Elections and conveyance will occur once the neighborhood is 100% complete. More information regarding elections will be presented as the neighborhood is closer to completion.

G) Unfinished Business

- a. Pet Waste Stations
- Please clean up after your pets!
- b. Snow Removal Responsibilities

A neighborhood snow removal map is posted to the 1000 Oaks Page on the DSI site. The HOA is not responsible for snow removal on the City Streets or Alleys within the 1000 Oaks neighborhood, the City of Madison is. If you have concerns about these areas, you can reach out to the City of Madison via their Report a Problem feature: <https://www.cityofmadison.com/reportaproblem/>, or by calling 608.266.4681.



1000 Oaks West

West Madison



c. Trash Removal

All owners essentially pay twice for trash removal; once the City and once to the HOA; this is how the CCR's were written. Homes on alleyways cannot be expected to bring their trash receptacles through the snow/their yard to the front of the home for pick-up. The City of Madison will also not pick up on the alleys, so we have it contracted through Pellitteri.

H) Adoption and Approval of an Annual Budget

The 2025 budget was approved and distributed to all owners in December.

Budget Questions:

With little to no snow so far this year, will there be a credit for snow removal?

No credit will be applied, the funds will remain in the Associations account and be used to offset other categories as needed.

What are the \$263 in bank service charges?

This is the fee charged by PayLease for use of the online payment portal for HOA dues.

I) New Business

a. Please comment on the maintenance of the eyebrow median on Tawny Acorn Drive. My question is related to how the maintenance is contracted and paid for by the HOA. Is it a flat amount, or per mowing/weed application? There is a specific line item in the budget for mowing of medians and circles, and it appears to me that it is based on 24 mowings per season. There are also line items for weed control and pruning. These services are not consistently being performed and the contractor is getting paid for work that is not being done. A much better job needs to be done next season and the contractor needs to be held accountable.

b. Why do all homes pay for snow removal and trash collection on the alleys?

i. The CCR's require all owners to pay an equal share of each line item on the budget.

ii. The HOA does not do snow removal on the alleys. This is the City of Madison. Each home pays their portion of snow removal for the HOA marked areas on the snow map.

iii. All homes essentially pay twice for trash removal, once via their HOA dues and once via their taxes. The City of Madison will not drive their trucks on the alleys. This format is consistent within many Veridian neighborhoods.

**1000 Oaks / 1000 Oaks West Homeowner's Association
2025 Common Area Maintenance Budget**

Snow Removal	
Sidewalks	\$5,000
Alley Behind Lots 413-420	\$5,000
CBU's (cluster mailboxes)	\$5,000
Total	<u>\$15,000</u>
Mowing (Base: 24 Season)	
Entry Sign & Buffer	\$2,500
Green Space OL 8	\$4,000
OL 3, 6 & 5	\$2,500
Medians and circles	\$1,500
Buffer along Valley View	\$4,500
Total	<u>\$15,000</u>
Landscape Maintenance (Bark, Weeds, Pruning)	
Weed Control	\$2,500
Top-dress Bark Beds	\$4,750
Spring Clean-up	\$1,500
Fall Clean-up	\$1,250
Trimming/Pruning	\$3,500
Total	<u>\$13,500</u>
Maintenance	
General	\$1,500
Waste Removal Alleys	\$13,000
Total	<u>\$14,500</u>
Utilities (Stormwater & Electric)	<u>\$750</u>
Insurance	<u>\$2,100</u>
Misc.	
Annual Report Filing	\$10.00
Printing/Reproduction (checks)	\$175.00
Postage	\$150.00
Tax Preparation	\$400.00
Bank Service Charge	\$265.00
Real Estate Taxes	\$1,000.00
Total	<u>\$2,000</u>
Reserve	<u>\$7,500</u>
Management Fee	<u>\$15,784</u>
ACC Administration Fee	<u>\$9,470</u>
Legal Fees	<u>\$1,000</u>
Grand Total	<u>\$96,604</u>
Divided by Total Units	397
Annual Cost per Home**	\$243.33

2024 Financial Report

	Budget	Year To Date Expenses	Difference
Snow Removal	\$18,500	\$8,777.61	\$9,722.39
Mowing	\$11,000	\$12,380.43	-\$1,380.43
Landscape Maintenance	\$13,500	\$9,415.88	\$4,084.12
Maintenance			
Standard Maintenance		\$316.25	
Seasonal Décor		\$345.74	
Trash Collection		\$10,547.98	
	\$14,500	\$11,209.97	\$3,290.03
Utilities (Water and Electric)	\$500	\$550.52	-\$50.52
Liability Insurance	\$2,500	\$2,060.48	\$439.52
Misc.			
Annual Report Filing		\$25.00	
Printing/Reproduction (checks)		\$0.00	
Postage		\$515.30	
Tax Preparation		\$394.00	
Bank Service Charge		\$263.45	
Real Estate Taxes		\$2.00	
Total	\$1,785	\$1,199.75	\$585.25
Reserve	\$7,500.00	\$7,500.00	\$0.00
Management Fee	\$12,949.20	\$12,949.20	\$0.00
ACC Admin Fee	\$7,769.52	\$7,769.52	\$0.00
Legal Fees	\$1,000	\$0.00	\$1,000.00
Grand Total	\$91,503.72	\$73,813.36	\$17,690.36

Projected Income	
Dues Income	\$91,502.46
Late Fees	\$675.88
Interest Income	\$52.11
Total Projected Income	\$92,230.45
Expenses	
	-\$73,813.36
2024 Net Operating Income	\$18,417.09
Balance of General Fund (NOT Including 2024 Surplus)	
	\$25,482.29
Balance of Reserve Fund	
	\$19,000
Balance of Park Annuity Fund	
	\$5,180.21

J) Adjournment

a. Note Time of Adjournment; 7:01 pm

DSI values your feedback! A 5-question survey was sent out via Survey Monkey after the meeting, we would love to hear how we are doing and how we can improve!

Facebook Page: 1000 Oaks Neighborhood