

Heritage Hills Homeowners Association

2025 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: February 17, 2025 at 6:30 pm

Location: Online Teams Meeting

Meeting Called by: Heritage Hills HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Serena Pretti

Attendees: Attendance taken online through Teams

Agenda:

A) Roll Call

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

B) Reading of Minutes of the last Meeting

- a. 2024 Minutes were posted on the DSI website:
<https://www.dsirealestate.com/hoa/heritage-hills/documents/>, owners were asked to read them prior to the meeting. Minutes were approved.

C) Consideration of Communications

- a. **Notice of the meeting was mailed to all homeowners**
 - Letter was mailed out on February 5, 2025
 - Letter, Agenda, PowerPoint Slides, Budget, Financials sent via email the morning of the meeting.

D) Resignations & Elections

- a. None at this time. These will take place after the neighborhood has been conveyed to the homeowners – this occurs once the neighborhood is 100% complete.

E) Reports of Officers & Employees

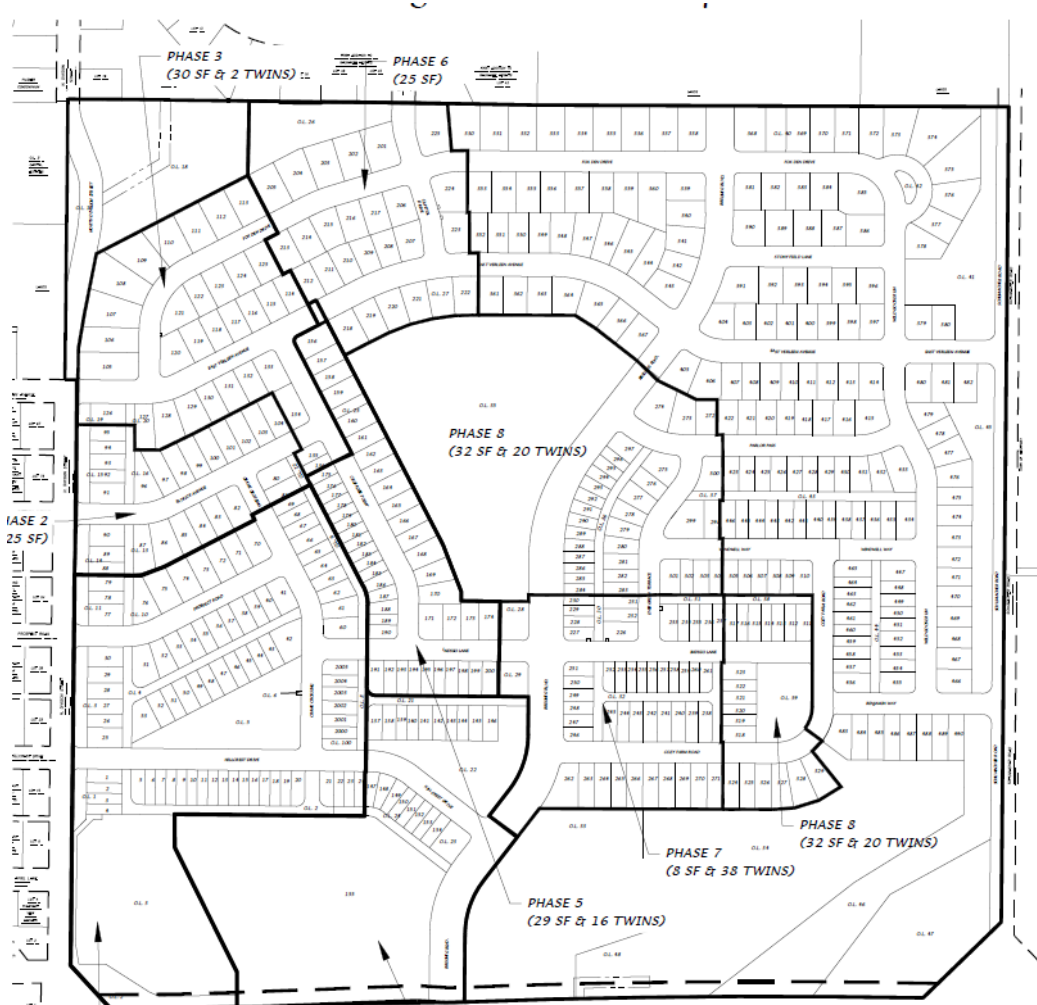
- a. Currently, there are 22 homes that have yet to pay the 2025 assessment, of those 22, 2 homes are still outstanding from 2024. A lien has been filed.
- b. Veridian Homes covers the dues for all Vacant Lots; all units pay into the HOA each year.
- c. Late Fees are assessed on the 15th of March. After that we will send out late letters to all past due owners and request payment immediately. If payment is not made by May, we will then move forward with the lien filing process.
- d. Once a lien is filed, the dues will need to be paid prior to any sale or refinance.

F) Reports of Committees

- 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
- c. If you are hoping to do projects this spring/summer please submit your applications EARLY! The ACC has up to 30 days to review requests once all materials have been received, all applications are reviewed in the order they are received.

G) Unfinished Business

- a. Please clean up after your pets and keep them leashed at all times.
- b. The village of Waunakee is responsible for Park Maintenance.
- c. Development Update:
 - i. The next phase will extend Breunig Blvd. north and finish the large regional park. There is also a small area at the end of Cozy Farm Road and extension of Indigo Lane. Please see areas noted Phase 8.



H) Original Resolutions & New Business

a. **With how many dogs are in the neighborhood, can we require the plowing contractor to either use pet friendly salt or cut back on how much is being put down?**

We can definitely ask them to use pet friendly salt. This will increase the cost significantly. We will also ask them to use less salt. They typically use more because they are liable if anyone falls.

b. **Why are the sidewalks by the gazebo and fire pit not being shoveled?**

They are not being cleared to reduce/save on snow removal costs.

c. **Do all of the Haven Homes pay the same amount of HOA fees that the rest of the homes do?**

Yes, they all pay the same HOA fee. In addition to annual dues, Haven homes pay a monthly fee for maintenance services that are provided to Haven homes.

d. **Is there any possible adjustments to policies to accommodate a small shed on your property?**

Unfortunately, no. Per the CCR's no sheds or storage buildings are permitted on any lot. This is a requirement and standard in all Veridian neighborhoods.

I) Adjournment

a. **Note Time of Adjournment; 7:46 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!

Neighborhood Facebook Page: Neighbors in Heritage Hills (Waunakee, WI)

**Heritage Hills Homeowner's Association
2025 Common Area Maintenance Budget**

	Entire HOA
Snow Removal	
Carriage Lanes	\$35,000
Sidewalks adjacent to HOA greenspaces	\$17,500
Total	\$52,500
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Mowing (Base: 22 Season)	
Entry Sign area	\$2,500
OL 7	\$2,500
Medians	\$2,500
Total	\$7,500
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Landscape Maintenance (Bark, Weeds, Pruning)	
Top Dress Bark Beds	\$5,000
Spring Clean Up/Fall Clean Up	\$3,000
Weed Control/Pruning	\$3,300
TruGreen- Lawn	\$600
TruGreen- Ornamental Bed	\$600
Total	\$12,500
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Maintenance	
General	\$2,500
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Utilities (Water and Electric)	\$1,750
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Liability Insurance	\$2,500
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Reserve	\$30,000
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Misc.	\$5,000
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Management Fee	\$17,320
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ACC Administration Fee	\$10,390
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Legal Fees	\$1,000
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Grand Total	\$142,960
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Divided by Total Units	628
Annual Cost per Home**	\$227.64
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**Association dues will increase as additional infrastructure is completed and common area maintenance requirements increase.

PROPERTY MANAGEMENT, DEVELOPMENT BROKERAGE SERVICES
708 RIVER PLACE / MADISON, WI 53716 / P: 608.226.3060 / WWW.DSIREALESTATE.COM

HOA Snow Removal



— Village Snow Removal
Includes Streets

— HOA Snow Removal
Includes area around CBU's

HOA Landscaping



Mowing/Landscaping Responsibilities

- OL 1 - Village to mow
- OL 3 - HOA to mow top of basin
- OL 11, 14, 15, 19 HOA to mow top of basin
- 3 CSM - Village to mow around storm water pond
- OL 5 - Village to mow & maintain
- OL 100 - CBU (Cluster Mailbox Units)
- OL 2 CSM - HOA to maintain fence, sign & area around walking path
- OL 22 - HOA to Mow
- OL 23 - HOA to Mow
- OL 18 - HOA to mow until Village takes over
Maintenance of Medians

2024 Financials

	2023 Budget: Entire HOA Costs	2024 Budget: By Phase Costs	Actual Expenses	Difference
Snow Removal	\$52,500	\$13,500.00	\$21,433.50	-\$7,933.50
Mowing	\$7,500	\$11,000.00	\$19,603.63	-\$8,603.63
Landscape Maintenance	\$12,500	\$12,500.00	\$15,413.77	-\$2,913.77
Maintenance	\$2,500	\$2,500.00	\$2,994.60	-\$494.60
Water Feature	\$0	\$0.00	\$2,558.75	-\$2,558.75
Utilities (Water and Electric)	\$1,750	\$2,500.00	\$1,934.92	\$565.08
Liability Insurance	\$2,500	\$1,000.00	\$1,878.00	-\$878.00
Reserve	\$30,000	\$30,000.00	\$30,000.00	\$0.00

28-Dec	1-3 in	\$465.00
31-Dec	Salt Walks	\$475.00
	Salt Alleys	\$250.00
6-Jan	1-3 in	\$465.00
	Salt walks	\$250.00
	salt alleys	\$475.00
9-Jan	6.1-9 in	\$1,150.00
	salt walks	\$250.00
	salt alleys	\$475.00
11-Jan	1-3 in	\$465.00
	salt walks	\$250.00
	salt alleys	\$475.00
12-Jan	1-3 in	\$465.00
	9.1-12	\$1,426.00
	Salt walks	\$500.00
	Salt Alleys	\$950.00
18-Jan	Hauling Snow	\$3,600.00
23-Jan	1-3 in	\$465.00
	Salt walks	\$500.00
	Salt Alleys	\$950.00
15-Feb	1-3 in	\$465.00
	Salt Alleys	\$475.00
23-Mar	Salt Alleys	\$475.00
26-Mar	1-3 in	\$465.00
	Salt Alleys	\$475.00
3-Apr	3.1-6 in	\$690.00
	Salt Alleys	\$237.50
11-Dec	Salt	\$237.50
12-Nov	Salt	\$237.50
18-Dec	Salt Walks	\$300.00
	Salt Alleys	\$475.00
19-Dec	1-3in	\$525.00
20-Dec	1-3 in	\$525.00
	Salt Walks	\$300.00
	Salt Alleys	\$475.00
24-Dec	Salt Walks	\$300.00
	Salt Alley	\$475.00
		\$21,433.50

Mowing				
	23-Apr	\$640.00	\$35.20	\$675.20
	30-Apr	\$640.00	\$0.00	\$640.00
	8-May	\$790.00	\$43.45	\$833.45
Weeding		\$375.00	\$20.63	\$395.63
	15-May	\$790.00	\$43.45	\$833.45
	25-May	\$790.00	\$43.45	\$833.45
	30-May	\$790.00	\$43.45	\$833.45
	7-Jun	\$790.00	\$43.45	\$833.45
	13-Jun	\$790.00	\$43.45	\$833.45
Mowing along Divisio		\$700.00	\$38.50	\$738.50
	20-Jun	\$990.00	\$54.45	\$1,044.45
	27-Jun	\$990.00	\$54.45	\$1,044.45
	5-Jul	\$990.00	\$54.45	\$1,044.45
	11-Jul	\$990.00	\$54.45	\$1,044.45
	19-Jul	\$990.00	\$54.45	\$1,044.45
	26-Jul	\$990.00	\$54.45	\$1,044.45
	2-Aug	\$990.00	\$54.45	\$1,044.45
	9-Aug	\$990.00	\$54.45	\$1,044.45
	16-Aug	\$990.00	\$54.45	\$1,044.45
	23-Aug	\$990.00	\$54.45	\$1,044.45
	30-Aug	\$990.00	\$54.45	\$1,044.45
	6-Sep	\$990.00	\$54.45	\$1,044.45
	13-Sep	\$990.00	\$54.45	\$1,044.45
	26-Sep	\$990.00	\$54.45	\$1,044.45
Mow OL 47		\$601.35	\$33.07	\$601.35
	25-Oct	\$990.00	\$54.45	\$1,044.45
				\$23,718.13
	Credit from 2023 Invoices			-\$4,114.50
				\$19,603.63

Landscaping			
Top Dress	\$4,800.00	\$264.00	\$5,064.00
Spring Cleanup	\$1,000.00	\$55.00	\$1,055.00
Fall Cleanup	\$1,925.00		\$1,925.00
Hand Weeding	\$300.00	\$16.50	\$316.50
Aug Hand Weeding	\$450.00	\$24.75	\$474.75
Sept Weeding	\$487.50	\$26.81	\$514.31
Mow OL 47	\$350.00	\$19.25	\$369.25
Uline			\$1,804.05
Hand Weeding	\$150.00	\$8.25	\$158.25
Weed Control	\$210.00	\$11.55	\$221.55
			\$11,902.66

Fert/Weed Control	
Weed Control	\$210.00
Weed Control	\$221.55
Hand Weeding	\$395.63
Summer Fert/Weed	\$501.13
Weed Control	\$221.55
Aerating	\$290.13
Drop Seed	\$948.45
Weed Control	\$221.55
Fall Fert	\$501.13
	\$3,511.12

Misc.	Annual Report Filing		\$50.00	
	Seasonal Décor		\$1,014.50	
	Bank Service Charges		\$86.19	
	Tax Preparation		\$394.00	
	Pet Waste		\$2,361.14	
	Property Taxes		\$162.89	
	Postage		\$266.51	
		\$5,000	\$2,000.00	\$4,335.23
				-\$2,335.23
Management Fee		\$17,320	\$7,756.00	\$7,755.96
				\$0.04
ACC Administration Fee		\$10,390	\$4,654.00	\$4,653.60
				\$0.40
Legal Fees		\$1,000	\$1,000.00	\$0.00
				\$1,000.00
Grand Total		\$142,960	\$88,410.00	\$112,561.96
				-\$24,151.96

2023	
HOA Dues	\$88,380.36
Late Fee Income	\$273.12
Misc Income	\$50.00
Interest Income	\$916.26
Total Expenses	-\$112,561.96
Tentative 2024 Shortfall	-\$22,942.22

Balance of General Fund	
Tentative Balance of General Fund as of	
12/31/2024	-\$11,121.00

Balance of Reserve Account	\$100,000.00
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