Wolf Hollow Homeowners Association Meeting Minutes

September 24th 2015

1. Call to order-6:02pm by Donald Esposito, Vice President
2. Attendance

-HOA Board Members: Donald Esposito, Vice President (also representing Neumann Companies, Inc., Developer and Tim O’Brien Homes of Madison, LLC, Builder and Lot Owner)

-Property Management: Riley Draayers/Elite Properties

-Greg Goke, Secretary and homeowner in Wolf Hollow

-Homeowners: 11 Total

1. Notification of existence of a Quorum

-Quorum not present, 148 lots total in Wolf Hollow therefore 74 are needed for a quorum, and since 55 lots are held by Neumann, 19 homeowners need to be present for quorum to exist.

1. Introduction of Elite Properties Inc.

Riley Draayers was introduced as the management company representative for Wolf Hollow.

1. Financial/Budget Report/General Discussion

-Budget overview was discussed

-Homeowner question in regard to what is covered in Landscape and to what detail? Riley explained landscape is contracted out yearly, and it includes mowing and weeding of entrance lot of Wolf Hollow and center island leading into neighborhood, and will in mowing around storm water basins In the future.

-Homeowner question in regards to what was spent in General Maintenance area? Based on a comment from last year’s meeting Don Esposito purchased and installed new road barricades on emergency access road that connects Wolf Hollow to Prairie Creek subdivision.

-Unpaid dues – as of the meeting $3500 was outstanding in unpaid dues. Don commented that the board had an attorney look into the collection procedure and there is a very short period in which we can pursue past due amounts- there is a 60 day window that exits 30 days after issuing the statements in which we need to start the recovery process of past due amounts. Delinquencies will be pursued after the 2016 dues notices are sent out.

-Homeowner questioned amount in reserve account- Riley commented that the reserve amount is set by the board and can be changed at any time if the board so chooses. Riley also noted that there was a mistake on the printed and published budget. The reserve account balance and checking account balance were actually opposite. As of the meeting the balance in the checking account was $9,779.30 and the balance in the reserve account is $4,294.77.

-Don commented on the fact that the as an association we are responsible for upkeep of the common areas as well as the storm water basin, currently 1 but there will be 3 more storm water basins in the future development areas. In 2015 Neumann Companies has paid for these mowing for this first basin, but the Association will incur this cost in 2016 and forward. This extra mowing will be included in the budget for landscaping in years to come.

-Homeowner question in regards to fencing around storm water basins? Don responded by explaining that the Town approved the basins without any fencing- However if in the future the home owners association wished to install some type of fencing we would need to seek proper approvals from all entities including town board, Dane County and DNR among others.

-Don Esposito discussed the possibility of turning over board control of the Wolf Hollow Association to the homeowners. Based on lot count, the 75% requirement has not been met, however since the covenants were recorded 10 years ago, the possibility of turnover of the board, excluding Architectural Control Committee, is under consideration. Don suggested a special election to be held in November in which residents could nominate themselves for board seats, in turn the neighbors would cast ballots to determine these board seats. Interested parties should send a short bio to Riley to include in the ballot information mailing which will be sent to homeowners before the election. Bios should be in Riley’s hands no later than Friday, October 9th, 2015. Positions on the board are President, Vice President, Secretary, Treasurer, and a board member at large - or five total seats. The possibility also exists that if the board was turned over to the homeowners, Elite Properties could be maintained as a management agency on our behalf.

-If a quorum is not met during the election, the board would remain as it currently is.

 Email from Homeowner Peg Maginnis was read into the minutes by Don *with responses*:

Many neighbors in Wolf Hollow have concerns over the Homeowners Association. We want to have complete information regarding:

1 . The insurance documents- wish to review *– Riley has a copy of our insurance policy if anyone ever wants to review it.*

2. The Wolf Hollow development is finished and should it not be turned over to owners? *Don addressed this option in the above previous topic, and hopes with the new election this happens.*

3. Why has only $494.20 been paid to date for insurance when year end cost in

 2014 were$2,239.56? – *Riley replied that it is paid in installments*.

4. Owners want to know who the "policy" covers? – *Riley replied that this covers liability for the common areas as well as the board members errors and omissions as they serve the members*.

5. What do the by laws state regarding "reserve contribution? Are we legally required to have reserve account, and there should be much more money in this account over the years. *Don replied that the amount in the reserve account is set by the board and can change over time depending on expenses from the budget.*

6. Please present line item explanation for landscaping. – *Riley addressed what is covered by landscaping budget previously.*

7. There needs to be immediate resurfacing of boulevard entry into Wolf Hollow. It should have been done when the new road was blacktopped on 9/15 for new development. Many owners find the landscaped area upon entering Wolf Hollow Road dangerous. The roads are too narrow, owners interacting with residents backing in and out at that spot have had near accidents in winter with ice and snow. Neumann must absorb this cost and it needs repair before winter. – *Don responded that the Town is aware of the road condition and Town Engineer Kevin Richardson has told Don that the town will have the road repaired well before winter. The roads are maintained solely by the town not Neumann or Tim O’Brien Homes. Any road concerns should be relayed to the Town Board.*

8. In the fall of 2014 Neuman Enterprises brought in new trees for each home, placing on the terrace. These trees were just dumped in a hole, not filled in, and mulch dumped over. These trees were totally unsecured. When Elite properties was contacted by many owners, they were told that they would pass the message on to Neuman Enterprises, but it would not do any good, as they would not do anything about it. I personally was given this answer, and this is a reflection of the developer attitude. Lots have risen from $60,000 to $83,000 in just a few years. Good recovery from the market decline*.> Don stated that the trees were put in by the Town not Neumann or Tim O’Brien homes and again any issues with these trees should be addressed with the Windsor Town Engineer. Elite Properties cannot provide help with this matter.*

9. It also appears that of course Elite Properties is hired to serve Neumann, not us. There needs to be an extensive representation by developer who will give real and true information. We will hope for meaningful discussion, as every dispute anyone has had is resolved with the town board or an attorney. *Don respectfully disagrees, Elite Properties is here to serve the homeowners and has a fiduciary responsibility to the members of the Association as do the Board members. Furthermore, Don knows of no situation that had to be resolved by Town board or an attorney while he has been a member of the Board.*

-Homeowner asked what is happening with empty lot next to Grosbeak park- Don commented that he has given a plan to the Town Engineer that would allow him to regrade the lot and install a drain in the back corner of the lot to help with drainage - after that it is up to the town board and parks commission to proceed with park improvements.

Homeowner asked about future phases of Wolf Hollow- Don reviewed the map of future lots going into Wolf Hollow and commented that hopefully curb and gutter and roads would be in by Thanksgiving with new home construction starting shortly thereafter.

1. Adjournment- 7:09pm by Don Esposito

Meeting Minutes Submitted by Greg Goke \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_