

Sauk Point Estates Homeowners Association
Annual Meeting
Wednesday, November 12, 2025 7:00pm via Zoom
MINUTES

Attendees – 16 households represented at the meeting

Board

- ✓ Jim Patullo, President (Lot 46)
- ✓ Lacey Smith, Treasurer (Lot 5)
- ✓ Tracy Heath, Secretary and John Heath (Lot 47)
- ✓ Bob Bouril, Architectural Committee Chair (Lot 68)
- ✓ Kathy Speck, Landscape Committee Chair (Lot 37)
- ~~Paul Hutson, Vice President (Lot 49)~~

Homeowners

- ✓ Susan and George Jankovich (Lot 29)
- ✓ Peggy Commerford (Lot 38)
- ✓ Luke and Kate Southard (Lot 30)
- ✓ Nancy and Kurt Brink (Lot 64)
- ✓ Perry Kempf (Lot 16)
- ✓ Kathy Pientka (Lot 8)
- ✓ Dick Titus (Lot 10)
- ✓ Debbie Hemb (Lot 45)
- ✓ Chris Purtell (Lot 69)
- ✓ Brian and Melanie Klais (Lot 23)
- ✓ Denny and Pat Johnson (Lot 18)

Call to Order – Meeting began at 7:05pm.

(A slide deck was used for the meeting. Screenprints of key slides are shown at the bottom of these minutes. AI was also used to assist in minute maintenance with Tracy Heath adding in key points as well).

WELCOME

1. Welcome, Introductions, and Record Attendance (Jim)

The HOA board meeting began with introductions and welcome remarks from President Jim Patello, who highlighted the volunteer efforts of board members. The meeting objectives were outlined, focusing on reviewing the year's activities and preparing for the new year. Tracy Heath was introduced as the secretary who would take notes and action items during the meeting. The board members present included Lacey Smith as treasurer, Bob Burrell as head of the Architecture Committee, and Kathy Speck as head of the Landscape Committee. Jim expressed gratitude for the board members' dedication to maintaining the community.

2. Review 2025 Accomplishments and 2026 Plans

a. Overall – Jim

The HOA board reviewed 2025 activities which included settling on the Board Mission Statement and Objectives (see below), a Directory update, and maintaining common areas of our community. They shared their mission and objectives for 2026, including financial stability, transparent operations, community engagement, and aesthetic enhancement, with plans to post detailed information about these objectives.

b. Architectural – Bob

Bob reported that 4-5 architectural submissions were reviewed this year, primarily for decks and small additions. Jim noted the opportunity to update covenants to reflect current building materials and techniques.

c. Landscape – Kathy

The Landscape Committee, consisting of Nancy, Rock, and Kathy, discussed their responsibilities and activities for the year. They monitored common area maintenance, worked with a landscape company (Messner) to maintain signs and fields, and addressed invasive weeds. The committee also treated ash trees near entrance signs and decorated the signs seasonally. Kathy shared a list of resources that homeowners could utilize on their own lots which could help with sustainability as well (see slide deck below). This team is looking for help to do holiday decorating as well as some planting in the spring.

3. 2026 Key action: Outlot maintenance, Infrastructure, bylaws

The meeting focused on plans for 2026, including seasonal decorations, landscape maintenance, and sustainable practices.

We will be putting effort into reviewing and updating the Bylaws as well. We will need a subcommittee to review and propose updates (volunteers to be requested in Q1). Once we know what we want to update in the bylaws, this will require a 2/3 vote in the neighborhood to pass. We then will need to have all property lein holders to review and approve as well. This will be a large effort.

We also will be doing some maintenance on the original wooden SPE signposts.

(See slide deck for more information on these items below).

4. 2026 Budget: Dues \$340, Payment Options

Jim presented the budget for 2026, proposing a 5% increase in dues to cover operating expenses and one-time expenses for covenant updates (see below). We will focus on maintaining physical assets like entrance signs and updating bylaws. The board highlighted their solid financial position and successful maintenance of common areas.

There will be a note sent to homeowners requesting the Dues to be paid by 12/31/25 and payment options will be outlined.

5. Call for Additional Officers: Treasurer, Website help, Landscape volunteers

We have a need for help. We are looking for the following positions:

- Treasurer (officer position)
- Website maintenance
- Landscape committee (holiday decorating, planting, etc)
- Bylaw subcommittee

Please reach out if you can assist.

6. Q&A and Other Business

Susan confirmed the timing of the Board meetings, and we confirmed we still meet every 2 months. She also raised concerns about the lack of updated meeting minutes posted on the website, which Tracy agreed to address.

7. Adjournment

The meeting adjourned at 7:43pm.

NEXT MEETING: January 2026 (Board to determine an exact date) at 7:00pm via Zoom



"Home for all seasons."

Annual Home Owner Meeting

November 12, 2025 7PM CST via Zoom

Agenda

1. Welcome, Introductions, and Attendance
2. Review 2025 Accomplishments and 2026 Plans
 1. Overall – Jim
 2. Architectural – Bob
 3. Landscape - Kathy
3. 2026 Key actions: Outlot maintenance, Infrastructure, Bylaws
4. 2026 Budget: Dues \$340, Payment Options
5. Call for Additional Officers: Treasurer and Website Help
6. Q&A and Other Business
7. Adjournment



12 November, 2025 Annual Home Owners Meeting

Meeting Objective

Review of 2025 progress and SPE Board of Directors Budget recommendation for 2026.



12 November, 2025 Annual Home Owners Meeting

2025 Accomplishments

1. **Financials** - HOA finishing the year on a financially sound manner while meeting major objectives
2. **Site Management** – Maintenance of grass areas, open spaces, Entrance Signage, approvals of building changes by all volunteer group.
3. Directory Update!
4. **Activities** - SPE BOD codified their roles and responsibilities, then built on past accomplishments to agree on Vision, Mission and Objectives, alignment on roadmap for next 36 months
5. **Budget** – landed on reasonable 2026 budget



12 November, 2025 Annual Home Owners Meeting

Review of SPE BOD Mission Statement

Mission Statement - *The Sauk Point Estates HOA Board of Directors strives to create a friendly, well-kept community where everyone feels at home in all seasons. Our focus is on keeping things running smoothly, building neighborly ties, and making SPE a wonderful place to live for everyone.*



12 November, 2025 Annual Home Owners Meeting

SPE BOD Objectives

1. **Financial Stability and Inflation-Linked Assessments**
2. **Proactive Maintenance of Community Assets**
3. **Transparent and Efficient Operations**
4. **Strengthening Neighborly Ties and Community Engagement**
5. **Sustainability and Aesthetic Enhancement**



12 November, 2025 Annual Home Owners Meeting

2026 Key Initiatives

1. Entrance Lawn maintenance - Ongoing
2. Entrance Sign Seasonal Decorations – Seasonal and ongoing
3. Out lot / Open Space Maintenance - Reduce impact of mowing to Nesting Birds and Pollinators; mow early spring / late fall, explore targeted invasive weed control
4. Bylaw updates - Approach, Process & Timing
 - i. subcommittee to review and propose updates (volunteers to be requested) – Q1
 - ii. Will required 2/3rds approval to pass, may vote on individual elements rather than all in one revision – Q2
 - iii. Will required property Lein Holders to review and approve, in writing before SPE HOA can codify with Town of Middleton – End Q4
5. "Old" SPE Wood Sign Post Maintenance – agree approach by spring 2026, execute by end 2026.



12 November, 2025 Annual Home Owners Meeting

2025 & 2026 Budget Graphic

Objective: Annual dues to cover ongoing Operating Budget, reserves to be drawn down to 10% of Total Budget by 2028.

2026 Budget – Increase of \$15 (5%) per homeowner to cover cost of increased maintenance services.

- Covenant Updates estimated @ \$5K
- Wood Srt. Sign maintenance est. @ \$5K



COST DESCRIPTION	Actual Spent in 2025: (as of 11-3-25)	% of Annual Budget	Proposed 2026 BUDGET	% of Annual Operating Budget
	\$ 23,534.60		\$ 43,332.29	
Dues:	\$325		\$340	
70 x Dues =	\$ 22,750		\$ 23,800	
Carryover from Previous Year			\$(19,532.29)	
Admin	\$ 713.75	3%	\$ 800.00	3%
Alliant Energy	\$ 425.34	2%	\$ 600.00	2%
Bank & PayPal Fees	\$ 243.00	1%	\$ 500.00	2%
Insurance	\$ 1,627.00	7%	\$ 1,800.00	7%
Landscape	\$ 2,416.15	10%	\$ 2,500.00	10%
Lawn Care	\$ 15,543.36	66%	\$ 18,000.00	73%
Legal	\$ -	0%	\$ 5,000.00	20%
Reserve Fund	\$ -	0%	\$ -	0%
Seasonal Decor	\$ 66.00	0%	\$ 500.00	2%
Weather Damage Reserve Fund	n/a		n/a	
Signage Maintenance	\$ 2,500.00	11%	\$ 5,000.00	20%
SPE, Mixer	n/a			0%
Random Unallocated Funds	n/a			0%
Total Expense	\$ 23,534.60		\$ 34,700.00	
2026 Budget - Key Elements				
Carryover from 2025			\$ 19,532	
Dues to be collected:			\$ 23,800	
Total assets: Carryover + Dues			\$ 43,332	
Total proposed spend, less one time charges: "Operating Budget"			\$ 24,700	
Total proposed to be spent			\$ 34,700	
Year End Forecast Reserve= Assets+Dues - spent			\$ 8,632	

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Sauk Point Estates Landscape Committee Report

NOVEMBER 12, 2025

Landscape Committee Members

- ▶ Nancy Brink
- ▶ Rock Mackie
- ▶ Kathy Speck, Chair



Landscape Committee Responsibilities

- ▶ To beautify landscaping and seasonal décor around neighborhood entrance signs and other common areas
- ▶ To advise the HOA board on common area landscape maintenance



2025 Accomplishments YTD

- ▶ Monitored ongoing common area maintenance activities
- ▶ Continued work on eradication of invasive/noxious weeds
- ▶ Treated ash trees by entrance signs; removed one dying ash tree
- ▶ Decorated entrance signs for Fall
 - ▶ Thanks to: Nancy & Kurt Brink, Rock Mackie, Gabor Kemeny & Kathy Speck
- ▶ Winter decorations coming soon!



Plans for 2026



- ▶ Decorate entrance signs seasonally
- ▶ Add plantings at entrance signs and prairie
- ▶ Maintain the prairie in Outlot 8
- ▶ Continue targeted weed control in outlots
- ▶ Support pollinator conservation by increasing awareness and use of sustainable landscape practices in common areas

The Landscape Committee Welcomes Your Help!

- ▶ Join the committee
- ▶ Help decorate entrance signs seasonally
- ▶ Share your ideas for common area management
- ▶ Help with planting
- ▶ Contact:
sauk.point.estate.HOA@gmail.com



Sustainable Landscaping Resources:



- ▶ UW Extension-Horticulture - hort.extension.wisc.edu
- ▶ HomeGrownNationalPark.org
- ▶ WildOnes.org
- ▶ Madison.WildOnes.org
- ▶ ThePrairieEnthusiasts.org
- ▶ Growing a Greener World, Episode 1008 *Bringing Nature Home* (25 minutes)
- ▶ www.growingagreenerworld.com