

# **Sauk Point Estates Homeowners Association Board Meeting**

## **19 October 2021 Meeting Minutes**

**Attendees:** Lacey Smith, President; Jack Hemb, Vice President; Kathy Speck, Secretary; Dan Rosati, Treasurer

**Approval of Minutes** – Minutes of the September 21, 2021 board meeting were approved as distributed.

**Treasurer's Report** – Dan reported a balance of \$17,391 in the HOA account. The HOA is current on all invoices. Lacey suggested that we might want to consider Venmo or a similar electronic payment mechanism to collect annual fees from homeowners. Following discussion, the board concluded it would be less expensive and easier for the treasurer to continue to accept checks only. Dan requested that Kathy develop budget categories that more clearly identify the lawn/landscape/maintenance work.

## **Old Business**

1. Attorney recommendations for bylaws changes – Jack has provided attorney contact information to Lacey who will follow up on the priority issue of modifying HOA bylaws to reflect the annual fee of \$480 that was approved by the HOA at its annual meeting in March, 2020. A list of other possible bylaws changes will be addressed with the attorney at a later date, so that attorney costs can be managed most effectively.
2. Neighbor complaint re: Sonnet Drive yard – as discussed at the September board meeting, a homeowner had requested that the board take action to address concerns about a yard that they felt was not being adequately maintained. Jack was not able to talk to the homeowners. Lacey will talk with them about HOA covenants for landscaping and maintenance.
3. Follow up re: fence and mailbox for new neighbors on Welcome Dr – Lacey advised them of the HOA requirements, requested plans from them, and advised them to talk with their adjacent neighbor about the fence and their concerns about pool safety.

## **Committee Reports**

4. Architecture Review Committee (ARC) –
  - a. Neighborhood mailboxes – The committee selected a mailbox, but the model appeared to be offered only on Ebay. The board requested that the committee find a mailbox that is available from a vendor who is likely to have a consistent supply, and is of sufficient quality to reflect the value of homes in the neighborhood. Once the new mailbox selection is made, an

email will be sent to all homeowners with purchase information, although purchasing a new mailbox will be at the discretion of each homeowner.

- b. Request plans for pool on Lot 11 – Request has been made to obtain plans for the pool and information about the timing of installation.
- c. New form for architectural change requests – Dan presented the new ARC form that homeowners will be required to submit to obtain ARC and HOA board approval for exterior changes to their property. The board approved the form. It will be posted on the HOA website and Facebook page.

## 5. Landscape Committee –

- a. Entrance sign decorations – Kathy reported that members of the committee decorated the three entrance sign areas for Fall, and received many positive responses from the neighborhood. They are planning holiday/winter decorations for December, including holiday lights. Lacey said that she will check to see if she has some extra holiday lights that could be used. Storage of the HOA's seasonal décor was discussed. Lacey said that she could store holiday lights for the HOA.
- b. Tree planting – Kathy has been working with two naturalists to help determine ways to restore native plantings in the outlots. They walked through the outlots and subsequently provided detailed recommendations for prairie restoration and planting of native tree species.

Kathy has also worked with the Town of Middleton to identify the appropriate areas for planting. Drainage easements prohibit planting of any kind on Outlots 4 and 5, and there are additional easements on other outlots that must be avoided. The Town engineer interpreted the neighborhood covenants as ambiguous, and suggested that the HOA may want to seek legal advice. The current deed restrictions state that "Outlots are to remain permanent open space and areas of natural preservation," but there is no definition of what that means, and the language neither allows nor disallows tree planting in the outlots. Legal consultation could also help us decide whether it is necessary to modify the language in the bylaws to explicitly allow planting of trees in the outlots. This issue will be added to the other bylaws issues/modifications for which the board may seek legal advice at some point in the future.

The board approved planting trees on outlots other than where planting is specifically not allowed, so long as easements are avoided, neighbors with adjacent property do not object, and the board approves a plan depicting planting locations. The landscape committee will also work with homeowners who wish to donate trees for outlots.

- c. Prairie demonstration area – The landscape committee would like to burn and seed the prairie demonstration area on the corner of Summerfield Drive and Meridian Circle this fall. Rock Mackie has experience with prairie burns, and is willing to lead a group of neighborhood volunteers. The board approved the burning of the prairie, but would like the landscape committee to notify the adjacent homeowner on Lot 51 before doing so. For liability reasons, the board preferred that the Middleton Fire Department (MFD) burn it, and approved the allocation of \$250 to cover that cost.
6. Committee participation – Lacey requested information on committee membership to post on the HOA website and Facebook page.

### **New Business**

7. 2022 Budget Planning –Budget will be put together at the next meeting.
8. Annual Dues – Notices will be sent via email, and posted on the HOA website and Facebook page. Follow up letters will be sent via email if payment is not received by a specified date.
9. Directory update – Dan will ask those who are not sharing their email to reconsider to make it easier to communicate with all HOA members.
10. Use of HOA email and cc personal email addresses – Lacey requested that board members blind copy other board members on HOA emails rather than using CC.
11. Properties for sale – Lots 51 and 58 are currently for sale. The board will attempt to stay apprised of sales to keep the directory updated.
12. Other business – Lacey sent out the HOA welcome letters to newest homeowners.

**Next meeting** – The next board meeting will be held on Monday, November 8 from 3:00 – 4:30 PM via Zoom.

Respectfully submitted,

Kathy Speck, Secretary  
Sauk Point Estates Board of Directors