

Champions Village Homeowners Association Meeting Notes Monday, September 20, 2004

The meeting was called to order at 7:10 p.m. by Frank Cistaro. In attendance were 48 people with several from the same household. (Please read the entire notes as an action item falls near the end.) In addition, several questions were raised at the meeting, which required action and research. Once those answers were obtained, these notes were printed and distributed.

Officer reports were first with positions outlined as follows:
Board Member/President – Frank Cistaro (Ph. 525-2683)
Board Member /Vice President - Steve Olson (Ph. 529-4064)
Board Member - Darryl Morin (Ph. 427-6186)
Secretary – Cindy Wendland

Frank, Darryl and Steve were voted positions from the May 24th meeting. The secretary position was appointed.

Review of Old Business

1. **Balance Sheet/Income Statement** as of 7/1/04 (attached) – The homeowner's fees are \$60 per year with the purpose of the collected funds to be for landscape maintenance, retention ponds and tot lot. There are 198 homes in total in Champions Village subdivision.
2. **Water** – changing from a community well to city water. At the last meeting a subcommittee was formed to research all the details. Diane Szolyga, Stephen Van Goethem and Darryl Morin talked to the city officials. In the city documents, zoning requirements do allow the city to take over the wells. But in this case, it was the water trust that approached the city to take over the water for maintenance reasons and capacity for the new town homes off of Ryan Road.

The Water Trust upon completion of the transition will be dissolved with the remaining monies being divided up to the residents of Champions Village as called for in the Water Trust. At the last meeting, there was \$28,500 remaining. The legal fees to dissolve the water trust and other miscellaneous expenses will be withdrawn before the final amount is determined. The Board of Directors will review all the amounts and fees before any funds are distributed. The money will be distributed most likely by the end of the year.

The Board encouraged homeowners to get the new city meter installed, since there are still 20 families who do not have one. Your first bill will be more accurate (and less of a shocking estimate) if you have your meter installed by

October 1.

Timing for new bills. The first meter reading will take place on October 1st as a baseline. The first water bill will come out with your sewer bill in January. As a reminder, we currently pay \$55 per quarter. We will now be paying based on usage with the charges being \$22/month billed quarterly for the first 30,000 gallons. After that amount of usage the rate goes down. If you have additional questions, please contact the Public Works Department at City Hall at 262-679-4100.

New Business

(To make it easier to identify people and their location, we are using lot #s rather than our long coordinate addresses.)

1. **Mailboxes.** Mike Cowling (lot #9 on Jimmy Demaret). His mailbox is deteriorating and is also above a sewer grate where some of his mail has fallen. He wants to move his mailbox and wondered what to do to fix or replace it. Diane Szolgya had called Burke in the past, but they are not handling calls like this anymore. Glenn Unold had the original company replace his for a cost of \$200 due to damage by the paper carrier. If your mailbox needs to be replaced, you can get the exact mailbox at Blains Fleet Farm in Oak Creek. The mail box is called *Cedar Challet* and sells for \$38.95.
2. **Parkway trees.** Lisa Runte (Walter Hagen) mentioned she and several neighbors have partially dead trees and wondered if she can remove them. (It was suggested this was a hard year on trees and to wait until the spring to determine the true state of the tree.) The trees are guaranteed for one year after which they become the homeowner's responsibility. The board would like to keep continuity so would not want them replaced with a different kind of tree. As a result of some trees in the parkways either dying or damaged, the following procedures for replacing the tree have been put into place. This applies only for the trees on the parkway that Burke Development planted. If a tree is damaged or is dead, the homeowner may replace the tree with the same or similar tree on the parkway. Before the tree can be replaced, the homeowner will have to send a letter stating what kind of tree and the reason as to why they are replacing the tree to:

Champions Village Homeowners Association
7245 S. 76th Street PMB 167
Franklin, WI 53132

3. **Bylaw changes.** There were 5 proposed amendments to the Homeowners Bylaws. A summary follows while a detailed description including the current language is an addendum to these notes. It was asked how we could vote on bylaw changes. At the next meeting (January 17th at 7pm at Muskego Lakes Clubhouse), we

would like to make a motion to move the quorum down from 33 1/3% to 20%. For this to happen, attendance at the January meeting or proxy vote is required. Further instructions on how to vote by proxy will be available on the forthcoming web site (www.ChampionsVillage.org).

#1. E-mail and web site notification. This amendment was properly motioned, seconded and unanimously approved.

NOTICE: THIS IS THE LAST SET OF ASSOCIATION NOTES THAT WILL BE DELIVERED HARD COPY VIA THE POSTAL SERVICE. ALL OTHER NOTES AND UPDATES WILL BE DELIVERED VIA E-MAIL AND POSTED ON THE FORTHCOMING ASSOCIATION WEB SITE. (www.ChampionsVillage.org)

(Signs at the entrances will still be posted for the quarterly homeowners meetings.)

#2. Quarterly financial reports made available. This amendment was also properly motioned, seconded and unanimously approved.

#3. Two signature requirement. Both the President and the Treasurer of the Association will be required to sign each check, contract or any other banking transaction. This amendment was also properly motioned, seconded and unanimously approved.

#4. Separation of President and Treasurer positions. This amendment was also properly motioned, seconded and unanimously approved.

#5. \$500 purchase requirements. Any product or service valued at over \$500 must have three bids, proof of insurance and a majority vote by the board of directors. This amendment was also properly motioned, seconded and unanimously approved.

4. **Fill Treasurer Position.** Based on the approved amendment change, the association was in need of a treasurer. John Hrovatin volunteered. He has extensive accounting experience. Also, we will be removing Ann Featherstone and John Bernhardt, previous treasurers from Burke, from the account and adding to the account: John Hrovatin, Steve Olson and Darryl Morin.
5. **Sharing landscaping cost of Champions Village entry** off of Loomis Road with Harmony Homes new development. Dave Wendland (lot #18 Jimmy Demaret) asked if the Harmony Homes development would share the landscaping costs of that entry since they use that as their primary entry. The board did not have a final answer and will be checking into it further.
6. **Update on Muskego development in Neighboring Areas to Champions Village.** Stephen Van Goethem (lot #24 Champions Drive) had a presentation

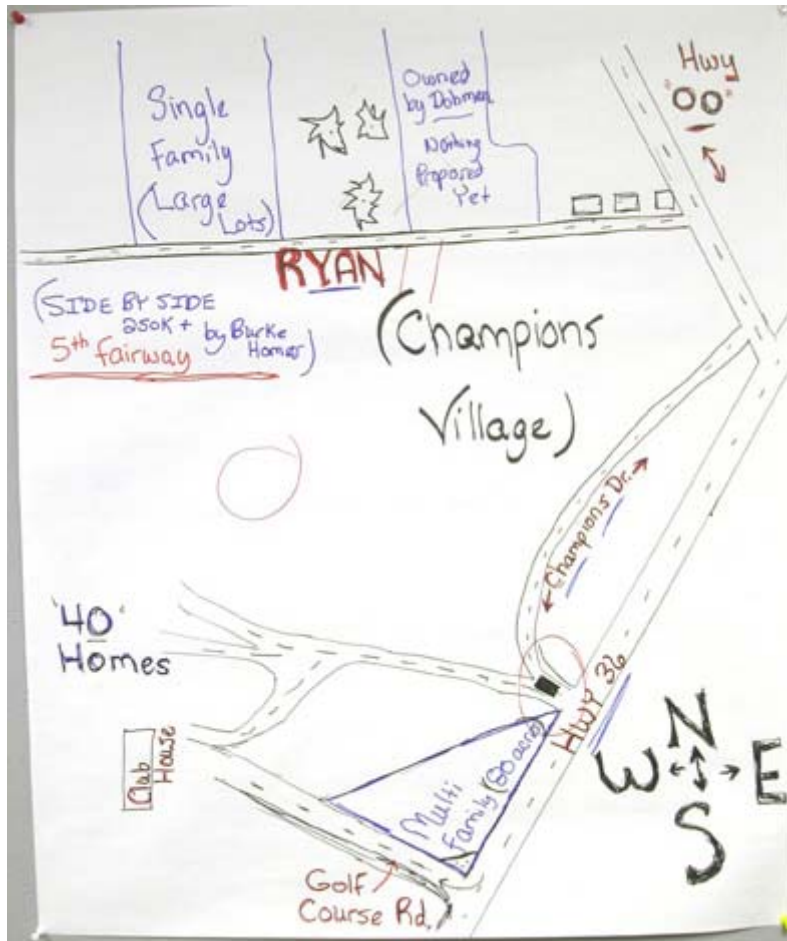
prepared complete with a map of the area – see next page. Stephen had volunteered to go to the City of Muskego to learn the status of development around us. He gave a full report. There is a triangle area of land in front of the Harmony Homes development currently owned by the Krause family, which is zoned for multi-family housing. We plan to keep an eye on this since the residents want to ensure that the land is developed in a manner that is favorable to the property values within Champions Village.

In an effort to stay on top of developments and exercise our political muscle, Stephen and Paul Soto have volunteered to alternate attending the meetings for both the Muskego City Council and the Planning and Zoning Commission. Thank you Stephen and Paul. ***The largest focus of the Homeowners Association is to help protect our home investment.*** Stephen and Paul will also be the conduits for disseminating information on key upcoming votes.

New retention pond south of the 5th fairway. In order for Burke to develop the town homes on the 4th and 5th holes, the DNR required extension of the wetlands. These town homes will be \$250K and will be called St. Andrew's Village. They will have their own homeowner's association.

On the north side of Ryan Road, right off of North Cape, there are 3 homes, then the next plot of land is owned by the Dohmen family (also owns the Valley Green par 3 golf course) with no plans in the records, the next plot of land is zoned for single family large lots.

The run down bar on North Cape brings challenges of its own to the buyer. Whomever purchases it has to grade the hill away because it is a traffic hazard due to the danger of the entrance.



7. **Glen Unold expressed concern about increased traffic** on Jimmy Demaret due to these new developments. It raised the discussion about general speeding on Champions Drive and Jimmy Demaret. Darryl had called and gotten a speed meter put in. The City of Muskego stated it wasn't a big concern since they only received 3 calls. Speed bumps were discussed at the meeting, but not everyone was in favor of that. To voice your concern, please call City Hall at 262-679-4100 and ask for the Mayor's Office.
8. **Pat Loftis (lot #87) asked who owns the retention pond off of 36.** It was stated that the homeowners own it and no dredging was necessary to get it up to code. Not all the residents have received the same information, so the Board of Directors will be getting in touch with Sean from the city. The typical lifetime of a pond is 10-20 years. Sandy Jakob (lot #89) asked about maintenance of the ponds and expressed her desire to have them look better in keeping with the quality and value of our homes.
9. **Landscaping Committee was formed.** To address the issues of the retention ponds and landscaping of the entrances, a landscaping committee was formed. They are charged with coming forward with a plan for the areas and presenting it

at the next meeting. The board will also provide definitive information as to what we actually have responsibility for. New members are:

Joe Roubik (lot #87)	Pat Loftis (lot #88)
Sandy Jakob (lot #89)	Barb Melka (Linksway)
Stephen Van Goethem (lot #24)	Cindy Wendland (lot #18)
Paul Sadowski (lot #14 Linksway)	Scott Elrod (Walter Hagen)

This committee will be meeting within the next two weeks. Stephen also offered to supply tips on how to maintain trees and shrubs.

10. Who owns the bridge by the bike path off of 36 and Champions? The board continues to get different answers, as there does not appear to be any legal documents. The board contacted the city to confirm who owns the bridge and the path in between the homes. Shawn McMullen, City Engineer, confirmed and will be sending a letter indicating the City of Muskego owns the bridge and the pathway. The City will be responsible for all maintenance and repair.

11. Special Events (Party) Committee formed. This committee will oversee the Rummage Sale, Neighborhood Picnic and any other event intended to foster goodwill among the neighbors. New members are:

Kelly Van Goethem (lot #24)	Carla Modglin (Lot # R16)
Cindy Wendland (lot #18)	Nadine Mims (Lot #25)

Special thanks were given to Cindy Wendland for her efforts in organizing the neighborhood picnic. Special thanks also given to Norm Mims for repairing the benches at the tot lot.

12. Interest in a community catalog. In conjunction with bylaw amendment #1, there will be a hard copy listing developed with complete neighborhood information to enable people to contact their neighbors.

13. Architectural Committee and changes to a yard or home. Any changes in this regard still need to be sent to Burke Properties to the attention of Architectural Committee or Rich Kinter. When every lot is done, that responsibility gets shifted to the Homeowners Board of Directors.

14. Lampposts in subdivision. (Not discussed at the meeting.) Early morning and late evening walkers have asked people to replace burnt out light bulbs in their lampposts to increase the safety of our neighborhood.

15. Updating CVA Roster. (Not discussed at the meeting.) We are very close to completing all of the construction in our subdivision. During the course of the year, there were several homes that have either been completed or sold. As a result of this, our mailing information is outdated and needs to be updated. We

would like to complete this before the 2005 association bill goes out. In order to do this, we need your help. We are asking all of the homeowners to send in their mailing information and e-mail address. For example,

- a. **Frank and Cheri Cistaro,
Lot 13 (if you know your lot)
S96W13205 Linksway Court
e-mail: fcistaro@wi.rr.com**

You can send this by e-mail to fcistaro@wi.rr.com or by mail to:

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At 8:10 p.m., it was unanimously agreed to dismiss the meeting. A huge thanks to the people who attended and provided their input.

In addition, a big thank you to our board – Frank, Darryl and Steve – who have spent much time behind the scenes doing research, getting lots cut and weeds trimmed on homeowner lots and countless other issues for which they did not make mention.

Next Meeting: Monday, January 17, 2005 at 7:00 p.m. at the Muskego Lakes Club House.

By-Law Amendments: Motion to amend by-laws by Darryl Morin on Sept. 20, 2004
Current by-law is listed followed by the amendment.

Article III, Section 4. Notice of Meetings.

Currently states: The Secretary shall mail to each Member of record or cause to be delivered to each Member a notice of each annual or special meeting of the Members, at least ten but not more than 20 days prior to the meeting, stating the purpose of the meeting as well as the time and place where it is to be held.

Amendment #1. I, Darryl Morin, of S97 W13098 Champions Drive, Muskego, WI, move that the Champions Village Association amend the association by-laws to allow Association members, at their request, to receive association updates and notifications regarding meeting dates, new and old business, minutes, committee updates and event announcements via e-mail. In addition all information contained in the e-mails must be posted on an association web site. All notices regarding covenant non-compliance, delinquent dues or assessments, warnings and/or fines are to continue to be delivered via United States Postal Service.

Article IV, Section 5. Treasurer.

Currently states: The Treasurer shall be responsible for Association funds and securities and for keeping full and accurate financial records and books of account showing all receipts and disbursements and for the preparation of all required financial statements. The Treasurer shall be responsible for the deposit of all monies and other valuable effects in the name of the Association in such depositories as may from time to time be designated by the Board of Directors, and shall, in general, perform all the duties of Treasurer of a stock corporation organized under the Wisconsin Business Corporation Law.

Amendment #2. I, Darryl Morin, of S97 W13098 Champions Drive, Muskego, WI, move that the Champions Village Association amend the association by-laws to require the Treasurer to notify all association members of the Association's current financial status quarterly. This report is to include a copy of the current fiscal year to date income statement and balance sheet.

Article II, Section 3. Managing Agent and Manager.

Currently states: The Board of Directors may employ a managing agent at a compensation established by the Board of Directors to perform such duties and services as the Board of Directors shall authorize.

Article IV. Section 6. Agreements, Contracts, Deeds, Checks, etc.

Currently states: All agreements, contracts, deeds, leases, checks and other instruments

of the Association may be executed by any officer or by such other person or persons as may be designated by the Board of Directors.

Amendment #3. I, Darryl Morin, of S97 W13098 Champions Drive, Muskego, WI, move that the Champions Village Association amend the association by-laws to require the signature of the President and the Treasurer for any financial document including checks and contracts as well as any banking transaction including withdrawals, account transfers, investments, etc. If either is not available and the business is time critical, the Vice President or a member of the Board of Directors may sign in place of the President or Treasurer.

Article IV, Section 2. President.

Currently states: The President shall be the chief executive officer of the Association and shall preside at all meetings of the Members and of the Board of Directors. The President shall have all of the general powers and duties of the President of a stock corporation organized under the Wisconsin Business Corporation Law, including, but not limited to, the power to appoint Members to any committee which is established under these By-laws.

Article IV, Section 5. Treasurer. (see above)

Amendment #4. I, Darryl Morin, of S97 W13098 Champions Drive, Muskego, WI, move that the Champions Village Association amend the association by-laws to require the position of President and Treasurer to be held by different people in that the same person may not serve in both capacities concurrently.

Article II, Section 3. Managing Agent and Manager. (see above)

Article IV, Section 6. (see above)

#5. I, Darryl Morin, of S97 W13098 Champions Drive, Muskego, WI, move that the Champions Village Association amend the association by-laws to require that any purchase of products and/or services valued at over \$500 be put out to bid and that no less than three bids must be received in writing before a purchase decision can be made. Proof of insurance must be provided with each bid submitted for services. The Board of Directors requiring a 2/3 majority vote will then make a decision.