



Date & Time: Wednesday, October 6th @6:15 pm
Subject: Gardens at Swan Creek Board Meeting
Location: Pavilion at Swan Creek Park
***(Webex Video Conference as back up for inclement weather)**

1. Approve meeting minutes from September
2. Review follow-ups from last meeting
 - a. Boulder wall Alt's signed bid
 - b. Address signs (William/MPM to install)
 - c. Repair siding by dumpster (Ace)
 - d. Sebastian set up to water new plantings
 - e. Meeting with Ace re: windows set in brick / leaks
 - f. Notice for dumpster / large item removal (Melissa)
 - g. Status of CertainTeed lawsuit?
 - h. Any other follow ups from fall walk through?
3. New Business
 - a. Parking lot / visitor parking / towing
 - b. Set annual meeting date
4. Financial Review
 - a. Budget discussion / 2022 project list review
5. Management Updates
 - a. Summary of work done in past month
 1. 2769-71 Crinkle Root railings
 2. Address signs installed
 3. Pink insulation removal / 70
 4. Ganshert landscaping
 - b. Resident issues/complaint
 1. Owner was towed
 - c. Sales since last meeting
 1. See Attached
 - d. Work scheduled to be done before next meeting
 1. Stump grinding (3 areas)
 - e. Bids in progress
 1. Ace – caulk around windows set in brick
6. Review Annual Checklist/Calendar

The Gardens at Swan Creek Board Meeting

Date: 9/1/2021

Time: 6:15pm

Location: Pavilion at Swan Creek Park

Next Meeting Information

Date: 10/6/21

Time: 6:15pm

Location: WebEx

ATTENDANCE

NAME	Present	NAME	Present	NAME	Present	NAME	Present
Nicole Hilsenhoff*	X	Amy Skora**		Tricia Hillner	X		
Kristin Gumbinger*	X	Brandon O'Donnell**					
Chuck Bridwell*	Ex.	Leticia Reyes**					
Kelley Still	X	Melissa Wuest**	X				
Jami Nemeth		Pat Berry**					

*indicates voting Board member

**indicates Member at large

AGENDA TOPICS

Start Time	Topic (Lead)	Notes	Action Item
6:15 pm	1. Call Meeting to Order (Nicole)	Time Call to Order: 6:19pm	Group deciding to wait on both July & September meeting minutes approval for October mtg.
	2. Follow Ups from last meeting (Kelley, unless noted)	<ul style="list-style-type: none"> a. Boulder retaining wall test site update (Jeanne & Kristin): Experience was not as expected as this job would better be completed by Alt's due to plants availability and intense labor. Both voting board members approved to contact Alt's to honor bid and get work completed. b. Placement of address signs: Postponed due to need to re-order signs. Plan is for William from MPM to install in next couple weeks. c. Foam removal will also be completed at time of new address sign placement and completed by William from MPM. 	Boulder wall: Kelley to contact Alt's to see if this can get completed this Fall or first thing Spring 2022.
	3. New Business	<ul style="list-style-type: none"> a. Waste Management: <ul style="list-style-type: none"> 1. Dumpster placement (Kristin): Dumpsters have been placed vertical/parallel the past few weeks. 2. Address mattresses left at dumpster (Melissa): There is no current standard processes for large item disposal. Discussed options. New standard process for large item disposal (mattresses, couches, dressers: 1) Contact Kelley at MPM prior to setting out; 2) Kelley will outsource service and plan communication & pickup. 3. Dumpster corral in need of siding repair. b. Owner plantings in common areas (Pat): <ul style="list-style-type: none"> 1. Are we allowing owners to plant? Owners who would like to plant in common areas need to obtain board approval of their plan, using the plant list developed by Pat's subgroup. The board does not wish to proactively encourage this as we are currently investing in 	<p>Kelley will address dumpster placement with Waste Management.</p> <p>Melissa to draft communication document of new standard large item disposal process and send to Board for feedback. Plan to post in glass box near dumpster.</p> <p>Nicole to put together other communication for email, website on new standard large item disposal process.</p>

		<p>landscaping projects. Options for this to not be published on website or encouraged via email.</p> <p>c. Siding lawsuit updates needed. Kelley to check on.</p> <p>a. Rain Gardens Update: Kristin ordered 7 yards of topsoil to spread around rain gardens area for repair and garden development. Note there is damage to the north garden from a moving truck backing into the garden and will be needing additional repair. Kristin will continue to work on this project and keep board apprised on progress.</p>	<p>Kelley to contact Ace or William for repair of siding on dumpster corral.</p> <p>Kelley will check on status of siding lawsuit for October meeting.</p>
	4. Financial Review	<p>b. YTD Review: Garage cleaning and Landscaping are variances thus far because of current accounting practices. We should see end of year surplus from insurance savings and 2021 surplus. May need to budget projects (railings repair) a bit higher due to increase in product costs.</p> <p>c. Pre-budget discussion: Nicole working on pre-budget planning and running numbers based on priority, materials cost increase. Please see updated Project List comparative analysis from Nicole for possible project plans and how we might budget.</p>	
	5. Management Updates (Kelley)	<p>a. Summary of Work Completed:</p> <ol style="list-style-type: none"> 1. Leaks occurred in living room areas at 2781, 44, 46, 78. Kelley would like to have Ace come in to assess possible brick shifting. Is this a bigger issue? 2. 2781 – fascia replaced after storm 3. 2783 – basement foundation crack repaired 4. 11- deck boards (3-5) replaced 5. 25 – ceiling leak repaired due to nail in irrigation pipe from original construction 6. 71 – fire sprinkler head leak repaired <p>b. Resident issues/complaint</p> <ol style="list-style-type: none"> 1. Tree damage from storm by 11 S. Gardens was trimmed. 2. Potential rock wall erosion identified in front of #11 (part of a bigger scope project). Kelley has contacted Alt's to assess. 3. Joist concerns under deck at #24. Ace is scheduled for assessment. <p>c. Sales since last meeting: Please see Sept. 2021 meeting packet.</p> <p>d. Work scheduled to be done before next meeting</p> <ol style="list-style-type: none"> 1. Ganshert Landscaping to begin week of 8/30. Need watering volunteers for gardening projects. No one has currently offered to help. Will outsource with Sebastian to do this. 2. 11. S. Gardens 3 to 5 deck boards replacement 3. Stump grinding from pine tree removal yet to be completed. 4. Railing repair at 2769-71. Ace is scheduled. <p>e. Bids in progress – None</p>	<p>Kelley to manage work needed: Schedule time with Ace for assessment of leaks at 2781, 44, 46, 78. Board & members encouraged to attend.</p> <p>Kelley to reach out to Sebastian (outsourcing) for watering price estimate to support landscaping projects.</p>
	6. Review Annual Checklist	<p>a. Fall walk through is scheduled Thursday 9/30 at 4pm. Includes sidewalk and garage assessments.</p>	<p>Nicole will send out Fall walk through invite.</p>
7:13 pm (2 min)	Summary & Action Items (Melissa)	<p>See action items summary below.</p>	
7:15 pm	Adjourn	<p>Motion to adjourn made by Melissa. Seconded by Kristin. Adjourn time: 7:45pm</p>	

ACTION ITEMS SUMMARY (To be completed by Target Date)

ITEM	OWNER	TARGET DATE	STATUS
1) Pull together financial impact for overage charges on recycling/waste for 2021 Annual Meeting. 2) Check with City of Fitchburg on process for color change on buildings (Painting Project). 3) Kelley to contact Alt's: a. Boulder wall bid - Complete this Fall or first thing Spring 2022? b. Assessment of leaks at 2781, 44, 46, 78 – Investigate Brick, is this a bigger issue? 4) Contact Sebastian (outsourcing) for watering price estimate to support landscaping projects. 5) Contact Waste Management to address dumpster placement. 6) Contact Ace or William for repair of siding on dumpster corral. 7) Check on status of siding lawsuit for October meeting.	Kelley	October 6 meeting date unless noted.	
1) Send out Fall Walk through invitation. 2) Draft communication for email, website on new standard large item disposal process for HOA members.	Nicole	Within week 9/1	
Draft communication document of new standard large item disposal process and send to Board for feedback. Plan to post in glass box near dumpster.	Melissa	Within week 9/1	
July & September meeting minutes approval.	Board	October 6 meeting	

PARKING LOT (Topics to be addressed at future meetings)

ITEM & OWNER	DATE ADDED	ACTION
Price for City of Fitchburg garden plots (Ryan)	6/9	Revisit for 2022. Infrastructure repair and planning will be needed. Would like to re-survey owners on interest for use.
Paint Colors for porches, pillars & doors, and Replacement of numbers: Begin conversation on color options (keep the same/change it up)? Tabled to closer to time of event. Painting project timeline: Currently budgeted potential for 2022 Project List (Bid came in at \$20K). Need to check with City on policy for changing colors.	6/9 Revisit 7/7	Kelley to check with City of Fitchburg on whether approval process exists for changing colors.
Deck Boards: Discuss assessment & plan on for maintenance. Current state: Each individual owner is contacting Kelley when issues with boards arise.	7/7	
Re-survey HOA members for pulse check and compare to last year's assessment. Melissa has survey data.	9/1	Revisit to develop action plan.



GARDENS AT SWAN CREEK HOMEOWNERS ASSOCIATION, INC.
VISITOR PARKING GUIDELINES March 1, 2018

I. PURPOSE AND APPLICATION

These Parking Guidelines have been developed for the Gardens at Swan Creek Homeowners Association, Inc. and applies to all owners, residents, tenants, guests and invitees within the community. All vehicles located, whether standing or parked, within the Gardens at Swan Creek community are subject to laws of the City of Fitchburg, Dane County, and State of Wisconsin and to the rules set in these guidelines. Owners and residents are responsible for the actions of their tenants, guests and invitees. Any vehicle in violation of the aforementioned state, county, and community rules shall be subject to towing.

II. DEFINITIONS

The following items have been defined to simplify these regulations. These definitions are intended to be consistent with the definitions found in the Covenants.

A. Vehicle Definitions

1. Commercial Vehicle

- a. Any vehicle deemed commercial by the City of Fitchburg Ordinance which defines commercial vehicles as any type of vehicle:
 1. with a rated carrying capacity of 1,500 pounds (3/4 ton) or more;
 2. regardless of capacity, which displays advertising lettered thereon;
 3. which is licensed as a "for hire" vehicle.
- b. any vehicle that has visible commercial equipment attached to the exterior of the vehicle (i.e. ladders, pipes);
- c. any private or public school or church buses

2. Recreational Vehicle

- a. any boat, jet ski, or other water vehicle;
- b. any trailer or fifth-wheel trailer;
- c. any vehicle that exceeds seven feet in height, nine feet in width, or eighteen feet in length;
- d. any mobile home, motor home or self-contained camper;
- e. any pop-up camp/tent trailer or other similar recreation-oriented, portable, or transportable facility or conveyance;
- f. dune buggies;
- g. any vehicle which would not normally be used for daily transportation or which is not licensed for use on the Wisconsin highways.

3. Junk Vehicle

A vehicle that is disabled, inoperable, or unable to be driven on private or public roads.

4. Abandoned Vehicle

A vehicle that is not parked in visitor parking is presumed abandoned if it has been in a specific location for four (4) hours without being moved, is moved after 4 hours to another parking spot in either of the two Gardens at Swan Creek visitor parking lots and if it lacks either: (1) a current license plate, or (2) a valid state inspection certificate or decal.

5. Parked Vehicle

A vehicle that is brought to a stop with the engine off.

6. Standing Vehicle

A vehicle that is brought to a stop with the engine still on.

B. Parking Area Definitions

1. Visitor Parking Spaces

Paved and painted parking spaces that are marked "VISITOR".

2. Fire Lanes

Paved and clearly marked areas where parking is not allowed. The ONLY parking allowed for visitors is in clearly defined Visitor Parking spaces. Parking in fire lanes will result in an immediate report to Fitchburg Police and mandatory ticketing/towing.

3. Public Roads

Paved roads owned and managed by City of Fitchburg (East Cheryl Parkway and Crinkle Root Drive). All state and county laws are enforced by the Fitchburg Police and Fire Marshall on these public roads.

C. Other Definitions

1. Common Property

All real property and improvements thereon owned or leased by the Association and available for the use and enjoyment of the Members.

2. Fire Lanes

All areas designated as fire lanes by the Dane County Fire Marshall, marked with signs and/or yellow striping.

3. Owner

The record holder of the title to any dwelling in the Gardens at Swan Creek, whether one or more persons.

4. Resident

Anyone who resides in Gardens at Swan Creek, whether owner, renter, etc., of the residence.

5. Private Property

All real property owned by private individuals and not commonly owned by the Gardens at Swan Creek Homeowners Association nor owned by the state of Wisconsin.

6. Good Standing

The status of any Gardens at Swan Creek owner or resident who is not in violation of the Declaration, By-Laws, or Rules and Regulations of the Association.

III. PARKING RULES

A. General Parking Rules

1. All owners and tenants are required to supply vehicle Model, Make, Year, Color, License plate to the Gardens at Swan Creek Home Owners Association Management Company for any and all vehicles that may be kept on personal property at the Gardens at Swan Creek.
2. Visitor parking spaces are restricted for use by owners and tenants at the Gardens of Swan Creek property.
3. Vehicles shall park only in paved locations that are intended for parking (including lined parking spaces, driveways, and public road curbsides). Vehicles must be in accordance with the specific regulations governing such parking locations.
4. Overnight parking is strictly prohibited. No exceptions.
5. Any vehicle parked in a Gardens at Swan Creek visitor parking space for longer than 4 hours is considered an abandoned vehicle (as stated in City of Fitchburg statutes) and is subject to towing.
6. Moving a vehicle from one Gardens at Swan Creek visitor space to another in either of the two parking lots within a 24 hour period is a violation and subject to towing.
7. It is prohibited to park any motor vehicle on a sidewalk or on any non-paved common area or on any non-paved private property.
8. Any vehicle parked in a fire lane is subject to ticketing/towing by Fitchburg Police Department officials.
9. All owners are responsible for notifying any present resident, guest or invitee on their property of the parking restrictions in the community. Owners of units whose residents, guests or invitees violate these guidelines shall be held liable for any damages to the community caused directly or indirectly by the violation.
10. Parking which blocks sidewalks and/or driveways is strictly prohibited.
11. It is strictly prohibited to double park.
12. Parking spaces are not to be used for storage.
13. No motorized vehicles shall be driven on non-paved common area, except such vehicles as are authorized by the Association, County, or State as needed to maintain, repair or improve the common area.
14. It is prohibited to abandon a vehicle on common property or on a private or public road.
15. It is prohibited to park vehicles with expired license plates, and/or state inspection decals on common property (including private roads).

B. Recreational Vehicle Parking Rules

It is prohibited to park/store recreational vehicles in open view in visitor parking spaces. Recreational vehicles must be parked/stored out of site within the resident's property when not in use.

C. Commercial Vehicle Parking Rules

1. Residents who own commercial vehicles must meet the following criteria in order to park their commercial vehicle within the community:
 - a. the commercial vehicle must not exceed 18 feet bumper to bumper;
 - b. the commercial vehicle must not meet any of the criteria of a recreational vehicle;
2. Unless owned by a resident meeting the criteria stated in Number C.1 above, no commercial vehicle may be parked in any location within the bounds of the community, including paved and unpaved common

areas, paved and unpaved private property, except when in use for business purposes.

3. Unless owned by a resident meeting the criteria stated in Number C.1 above, no commercial vehicle shall remain parked within the bounds of the community overnight.
4. During normal daytime business hours, a commercial vehicle which has been contracted to provide a service within the community may park in any Visitor parking space, or public road.
5. Vehicles having parked in visitor parking spaces in the community for more than thirty (30) days will be considered resident vehicles, and may not be parked in Visitor parking spaces.
6. No person shall, through custom or alleged past practice, establish a right to visitor parking space.
7. Open visitor parking spaces shall be utilized on a first-come, first-serve-basis.

IV. GUIDELINE ENFORCEMENT

A. General

1. The designee for the administration of these guidelines is: Madison Property Management (Kelley Still or her designee)
2. The Managing Agent or his/her designee retains the right to administer or enforce any provision of these guidelines.
3. Upon the consent and request of the disputants, the Managing Agent will act to fairly adjudicate or arbitrate disputes that may arise among owners or residents related to the administration and enforcement of these guidelines.
4. The Managing Agent reserves the right to tow vehicles in any named violation in these guidelines.
5. Invalidation of any of these paragraphs or sections by judgment or court order shall in no way affect any other provisions that shall remain in full force and effect.
6. It is the responsibility of all owners to comply with these guidelines and to instruct their residents, tenants, guests, and invitees to do so also.
7. Owners and residents may report violations of the policy to either the Managing Agent (HOA Office) or the City of Fitchburg Police or Fire Marshall Department as appropriate (see section B below– “Reporting Violations”).

B. Reporting Violations

1. The following violations should be reported directly to the City of Fitchburg Police at (608) 270-4300 or Fire Chief (608) 270-7070
 - a. vehicles parked in fire lanes;
 - b. vehicles parked in handicap visitor spaces without or with expired handicap placards or license plates
2. Vehicles in violation along any public thoroughfare should be reported directly to the City of Fitchburg Police at (608) 270-4300.
3. Vehicle violations that are NOT fire lane/fire hydrant violations (as listed under Number B.1 above) nor public thoroughfare violations (as listed under Number B.2 above) should be reported to the HOA Office at (608) 251-8777 between 9:00 AM and 5:00 PM, Monday through Friday. These types of violations include but are not limited to: Reserved, Visitor or Open parking space violations, recreational vehicle violations, commercial vehicle violations, abandoned/junk vehicle violations, and vehicles with expired license plates and/or inspection decals.

The caller should provide the following information:

- a. vehicle’s make
- b. vehicle’s model
- c. vehicle’s color
- d. vehicle’s license plate number
- e. vehicle’s location

- f. nature of violation
- g. date and time of violation
- h. any other related information
- i. caller's name, address, and phone number

(NOTE: The caller information is required if the HOA office needs to contact the caller for any follow-up information. This information is not passed on to the owner of the vehicle.)

C. Resident Engagement of Tow Services

- 1. Any owner or resident who directly engages a tow company to enforce any provision of these guidelines shall bear full and complete responsibility for said action and shall agree to hold Gardens at Swan Creek Homeowners Association, Inc., its Officers, members of its Board of Directors, and its Managing Agent harmless from any and all liability, costs, or fees they may incur in defending themselves for any enforcement actions undertaken which were not directly authorized by the Managing Agent.

D. Vehicle Violation Penalties

- 1. **Fire Lane Violation Penalties**
These vehicles are subject to immediate towing by City of Fitchburg Police and/or Fire Marshall at the expense and risk of the vehicle owner.
- 2. **Public Thoroughfare Violation Penalties**
These vehicles are subject to immediate towing by City of Fitchburg Police at the expense and risk of the vehicle owner.
- 3. **Visitor and Open Parking Space Violation Penalties**

When a vehicle is parked in violation of the Visitor or Open parking space regulations, the Association will either (1) place a warning notice directly on the vehicle, (2) send the owner of the vehicle a warning letter, or (3) tow vehicle immediately. The warning notice is a final notice that if the vehicle is in violation at any time period following that first final warning it will be towed immediately. Any vehicle which has received a notice of violation may be towed without warning if it is ever again parked in violation of the visitor parking space regulations. All tows will be at the risk and expense of the vehicle owner.”

- 4. **Other Vehicle Violation Penalties**

These “other” violations include but are not limited to: recreational vehicle violations, commercial vehicle violations, abandoned/junk vehicle violations, and vehicles with expired license plates, and/or state inspection decals.

Balance Sheet

Property: The Gardens at Swan Creek
As of 09/30/21 (accrual basis)

ASSETS

Bank

1100 Cash in Checking	
11594 GARD - Checking	29,270.96
1100 Other Cash in Checking	1,978.72
1100 Total Cash in Checking	<u>31,249.68</u>

1128 Money Market

112802 Park Money Market	184,181.48
1128 Total Money Market	<u>184,181.48</u>

Total Bank 215,431.16

Accounts Receivable

1200 Rent Receivable	-307.44
1230 Fees Receivable	2,562.99
Total Accounts Receivable	<u>2,255.55</u>

TOTAL ASSETS

217,686.71

LIABILITIES & EQUITY

Liabilities

Accounts Payable

2100 Accounts Payable	2,852.20
Total Accounts Payable	<u>2,852.20</u>

Other Current Liability

2200 Prepaid Rent	67.62
2230 Prepaid Fees	8,122.39
Total Other Current Liability	<u>8,190.01</u>

Long Term Liability

2245 Certainteed - Future Siding Replace	281.99
Total Long Term Liability	<u>281.99</u>

Total Liabilities

11,324.20

Equity

3100 Retained Earnings	54,754.48
3999 Net Income	151,608.03
Total Equity	<u>206,362.51</u>

TOTAL LIABILITIES & EQUITY

217,686.71

**The Gardens at Swan Creek
2022 Draft Budget**

	2021 Adopted Budget Dues at \$225	9/30/2021 YTD Expenses	Variance	Draft 2022 Budget Dues at \$225	Notes
Condominium Income					
410501 Condo Fees	248,400.00	186,300.00		248,400.00	
New Owner Fees		2,670.00			
2020 Surplus funds		7,152.63			
TOTAL INCOME	248,400.00	196,122.63		248,400.00	
5180 Swan Creek Condo fees	50.00	59.80	(9.80)	50.00	Annual SC Fee
5150 Bank Fees	25.00	24.00	1.00	25.00	Annual Fee
517502 Apt/Bldg Cleaning - O	1,000.00	844.44	155.56	1,000.00	Garage corral cleaning/trash removal
517507 Dryer Vent Cleaning	-	-	-	6,900.00	Due in 2022 do bi-annually
517504 Garage Cleaning	1,000.00	1,055.00	(55.00)	1,100.00	Annual
520001 Fire Alarm Inspections/Repairs	3,000.00	949.50	2,050.50	3,900.00	Monitoring
520002 Sprinkler Inspections/Repairs	7,100.00	7,194.61	(94.61)	7,800.00	Testing & repairs
530102 Landscaping	7,500.00	9,296.46	(1,796.46)	4,500.00	No mulch - general landscaping
530104 Snow Removal	40,000.00	29,445.00	10,555.00	40,000.00	3 year contact through 2023
530105 Irrigation			-		
530110 Lawn Care Contract	20,000.00	16,173.18	3,826.82	20,000.00	3 year contract through 2023
5350 Insurance	47,265.10	19,983.05	27,282.05	36,000.00	Policy runs March-March \$29,991.00
540001 Legal Fees	1,000.00	592.50	407.50	1,000.00	updating reserve transfer fee & collection policy
5400 Other Legal/Professional	175.00	140.00	35.00	175.00	annual tax filing
5424 Licenses/fee	10.00		10.00	10.00	WDFI
542401 Online Pmt Fees	270.00	216.40	53.60	270.00	Online payment fee
5500 Management Fees	23,184.00	17,388.00	5,796.00	23,184.00	No increase :)
5540001 Website	175.00		175.00	175.00	Annual fee for website
5600 Pest Control	1,500.00	1,202.00	298.00	1,500.00	Monthly contract
570105 General Repairs MPM/Other Vendors	15,000.00	6,139.02	8,860.98	15,000.00	General MPM & outside vendor repairs
5712 Nonrecurring Projects	24,505.90	29,637.10	(5,131.20)	28,571.00	Porch roofs/HP Masonry/Ganshert D. Pymt
572502 Supplies & Materials	1,000.00	1,796.35	(796.35)	2,000.00	General MPM & outside vendor repairs
576001 Income Tax	100.00	49.00	51.00	100.00	
5765 Trash Removal	20,000.00	13,890.17	6,109.83	20,600.00	3% increase each January
577501 Electric	4,000.00	3,333.27	666.73	4,000.00	
577507 Water & Sewer	5,200.00	3,372.91	1,827.09	5,200.00	
5850 Misc Expense	500.00	-	500.00	500.00	
TOTAL EXPENSES	223,560.00	162,781.76	60,778.24	223,560.00	
Reserve Transfer	24,840.00	18,630.00		24,840.00	
Total Expenses + Reserve	248,400.00	181,411.76		248,400.00	
Net	-			-	

The Gardens at Swan Creek Project List - Updated October 2021

\$24,505.90 budgeted for 2021 project funds + \$7,152.63 2020 surplus + \$13,701.68 insurance savings = \$45,360.21						
Column1	Cost	Timeline	Status	Urgency	Funding	
2 Bid #1 Sprinkler Drainage (11% inc)	\$ 5,000.00	2021	Scheduling w/HJ Perborn		Regular operating / nonrecurring project	
Bld #2 Sprinkler Drainage (11% inc)	\$ 5,000.00	2021	Scheduling w/HJ Perborn		Regular operating / nonrecurring project	
4 Signs for buildings/addresses	\$ 100.00	2021			Regular operating / maintenance	
5 Landscape replacements (shrubs/bushes)	\$ 6,780.00	Potential 2021 Phased	Working with Ganshert & Alt's on plan	Medium	Regular operating / maintenance	
7 Prairie Burning	\$ 700.00	Fall 2021	Cosmetic	Low	?	
8 Rain garden maintenance / rehab	\$ 2,500.00	Potential 2021 trial			Regular operating / maintenance	
TOTALS \$ 20,080.00						
9 Bld#5 Sprinkler Drainage	\$ 65,000.00	2022	needs to be done by Sept 2022	High		
Bld #3 Sprinkler Drainage	\$ 5,000.00	2022	needs to be done by Sept 2022	High		
Bld #4 (one side done)	\$ 2,400.00	2022	needs to be done by Sept 2022	High		
10 Porch roofs for Bld #4	\$ 9,072.00	2022		High		
11 Tuck pointing/Flashing /Weep holes		Potential 2021 phased	Getting bid from High Point Masonry	TBD		
12 Garage drains/concrete sinking (5 in bldg 4 & 1 in building 3)	\$10,000 per (6 total)	2022		High		
13 Front door painting	\$ 11,500.00	Potential 2022				
14 Front pillar and door frame painting	\$ 20,410.00	Potential 2022				
15 Water main repair on south end of S. Gardens Way		2022		High		
16 Porch railings	\$500 per stoop					
17 Irrigation system for garden plots			Nice to have	Low		
18 Create fire / grill area			Nice to have	Low		
19 Create dog area / trash receptical			Nice to have	Low		
20 Concrete drives (sealing/crack filling)	\$ 16,704.00		Preventative Maintenance	Medium		
21 Courtyard sidewalks (sealing/crack filling)		Courtyards of bld 1-4	Preventative Maintenance	TBD		
22 Add light fixture to bike path	5,000-6,000		Safety, Structural	Medium		
23 Clogged courtyard drain/Crinkle Root Swamp - Engineer to Review				Medium		
25 Reserve Study	\$ 3,700.00					
26 Asphalt replacement	\$ 60,000.00	Not urgent	Cosmetic?	TBD		
27 Install sidewalk pad by bld #5 (for trash)				TBD		
28 Update condo docs	\$ 5,000.00					
29 Garage door frames (composite)						
31 Seeding project (Alt's)	\$ 8,000.00					
32 Faded address numbers	\$ 2,200.00					
Completed 2021						
1 Rubber roofs for bld 2 - 10 total	\$ 11,300.10	Done	Scheduling with Ace /updating bid	High	Regular operating / nonrecurring project	
2 Damage to front porch railings (caps and bottom)		Done	MPM	Low	Regular operating / maintenance	
3 Masonry work front Bld #5	\$ 15,675.00	Done	bid approved	TBD	Regular operating / maintenance	
4 Install address signs						

2021	
Income	
Condo Fees (@\$2	\$ 248,400.00
Total Income	\$ 248,400.00
Expense	
Swan Creek Neigh	\$ 50.00
Bank Fees	\$ 25.00
Cleaning	\$ 1,000.00
Dryer Vent Cleani	\$ -
Garage Cleaning	\$ 1,000.00
Fire Alarm Inspec	\$ 3,000.00
Sprinkler Inspecti	\$ 7,100.00
Landscaping	\$ 7,500.00
Snow Removal	\$ 40,000.00
Lawn Care	\$ 20,000.00
Insurance	\$ 47,265.10
Legal Fees	\$ 1,000.00
Other Legal/Profe	\$ 175.00
Licenses/fee	\$ 10.00
Online Pmt Fees	\$ 270.00
Management Fee	\$ 23,184.00
Website	\$ 175.00
Pest Control	\$ 1,500.00
General Repairs	\$ 15,000.00
Non-recurring Prc	\$ 24,505.90
Supplies and Mat	\$ 1,000.00
Income Tax	\$ 100.00
Trash Removal	\$ 20,000.00
Electric	\$ 4,000.00
Water & Sewer	\$ 5,200.00
Misc Expense	\$ 500.00
Total Expenses	\$ 223,560.00
Reserve Transfer	
Transfer	\$ 24,840.00
Total Expenses + Reserve	
	\$ 248,400.00
	\$ -

2022 Projected	
Income	
Condo Fees (@\$2	\$ 248,400.00
Total Income	\$ 248,400.00
Expense	
Swan Creek Neigh	\$ 50.00
Bank Fees	\$ 25.00
Cleaning	\$ 1,000.00
Dryer Vent Cleani	\$ 6,900.00
Garage Cleaning	\$ 1,100.00
Fire Alarm Inspec	\$ 3,900.00
Sprinkler Inspecti	\$ 7,800.00
Landscaping	\$ 4,500.00
Snow Removal	\$ 40,000.00
Lawn Care	\$ 20,000.00
Insurance	\$ 36,000.00
Legal Fees	\$ 1,000.00
Other Legal/Profe	\$ 175.00
Licenses/fee	\$ 10.00
Online Pmt Fees	\$ 270.00
Management Fee	\$ 23,184.00
Website	\$ 175.00
Pest Control	\$ 1,500.00
General Repairs	\$ 15,000.00
Non-recurring Prc	\$ 28,571.00
Supplies and Mat	\$ 2,000.00
Income Tax	\$ 100.00
Trash Removal	\$ 20,600.00
Electric	\$ 4,000.00
Water & Sewer	\$ 5,200.00
Misc Expense	\$ 500.00
Total Expenses	\$ 223,560.00
Reserve Transfer	
Transfer	\$ 24,840.00
Total Expenses + Reserve	
	\$ 248,400.00
	\$ -

2023 Projected	
Income	
Condo Fees (@\$2	\$ 248,400.00
Total Income	\$ 248,400.00
Expense	
Swan Creek Neigh	\$ 50.00
Bank Fees	\$ 25.00
Cleaning	\$ 1,000.00
Dryer Vent Cleani	\$ -
Garage Cleaning	\$ 1,000.00
Fire Alarm Inspec	\$ 5,070.00
Sprinkler Inspecti	\$ 9,900.00
Landscaping	\$ 7,500.00
Snow Removal	\$ 40,000.00
Lawn Care	\$ 20,000.00
Insurance	\$ 37,080.00
Legal Fees	\$ 1,000.00
Other Legal/Profe	\$ 175.00
Licenses/fee	\$ 10.00
Online Pmt Fees	\$ 270.00
Management Fee	\$ 28,321.00
Website	\$ 175.00
Pest Control	\$ 1,500.00
General Repairs	\$ 15,000.00
Non-recurring Prc	\$ 24,505.90
Supplies and Mat	\$ 1,000.00
Income Tax	\$ 100.00
Trash Removal	\$ 20,000.00
Electric	\$ 4,000.00
Water & Sewer	\$ 5,200.00
Misc Expense	\$ 500.00
Total Expenses	\$ 223,381.90
Reserve Transfer	
Transfer	\$ 24,840.00
Total Expenses + Reserve	
	\$ 248,221.90
	\$ 178.10

Planned Projects	Amount
Rubber Roofs for	\$ 12,960.00
Bld #1 Sprinkler D	\$ 4,400.00
Bld #2 Sprinkler D	\$ 4,400.00
Landscape Replac	\$ 6,000.00
Masonry work bld	\$ 15,675.00
Rain garden main	\$ 2,500.00
Total	\$ 45,935.00
Project Funding	
2020 Surplus	\$ 7,152.63
2021 Project Budg	\$ 24,505.90
Insurance Savings	\$ 13,701.68
Total	\$ 45,360.21

Remaining Project \$ (574.79)

Anticipated Project	Amount
Drainage	\$ 6,500.00
Drainage	\$ 5,000.00
Drainage (one	\$ 2,400.00
Bld #4	\$ 9,072.00
Cement repairs @	\$ 10,000.00
Front Door Painti	\$ 11,500.00
Pillar/Door Frame	\$ 20,410.00
Landscape	\$ 6,000.00
Total	\$ 70,882.00
Project Funding	
2022 Project Budg	\$ 28,571.00
Special Assessme	\$ 13,800.00
Reserves	\$ 28,511.00
Total	\$ 70,882.00

Remaining Project \$ -

Anticipated Project	Amount
docs	\$ 5,000.00
@ drains 3 and 4	\$ 50,000.00
Total	\$ 55,000.00
Project Funding	
2023 Project Budg	\$ 24,505.90
Special Assessment	
Total	\$ 24,505.90

Remaining Project \$ (30,494.10)

TOTAL HIGH LOW AVG MED

LISTING COUNT: 8

DAYS ON MARKET: 42 0 8 4

	HIGH	LOW	AVERAGE	MEDIAN	TOTAL PRICE
LIST PRICE:	\$299,900	\$239,000	\$257,550	\$249,900	\$2,060,400
SOLD PRICE:	\$275,000	\$247,000	\$262,233	\$260,500	\$1,573,400

PicCount	MLS #	Status	Class	Address	Unit #	Location	Price	Beds	Full Baths	Half Baths	FinSqFt
1	1900388	Sold	Condo	2781 Crinkle Root Dr		FITCHBURG - C	\$247,000	3	2	1	1,860
2	1917822	Sold	Condo	2797 Crinkle Root Dr		FITCHBURG - C	\$258,900	3	2	1	1,848
3	1909830	Sold	Condo	16 S Gardens Way		FITCHBURG - C	\$260,000	3	2	1	1,848
4	1904811	Sold	Condo	10 S Gardens Way		FITCHBURG - C	\$261,000	3	2	1	1,739
5	1905806	Sold	Condo	80 S Gardens Way		FITCHBURG - C	\$271,500	3	2	1	1,683
6	1920766	Offer- No Show	Condo	2785 Crinkle Root Dr		FITCHBURG - C	\$274,900	3	2	1	1,848
7	1912513	Sold	Condo	40 S Gardens Way		FITCHBURG - C	\$275,000	3	2	1	1,848
8	1918115	Offer- Show	Condo	26 S Gardens Way		FITCHBURG - C	\$299,900	3	2	1	1,848