

Daggett Brook Villa
Owners Meeting Sept. 9, 2023 at 9 am; Final
Held at Daggett Brook Party Room

- 1) Attendance and Quorum determination:
 - a) Proxy:
 - i) Nathan & Stephanie Tykwinski unit 105 to Jake Gjoraas unit 104
 - ii) John & Amy Nelson unit 106 to Jake Gjoraas unit 104
 - iii) Lee & Carolyn Jones unit 204 to Jake Gjoraas
 - b) In Attendance:
 - i) Brian Brogmus unit 101
 - ii) Kevin & Mary Anderson unit 201
 - iii) Sandy Schulz unit 102. Donna attended the meeting with Sandy.
 - iv) Gary & Alice Schrad unit 202
 - v) Russ & Bobbie Ward unit 103
 - vi) Mel & Diane Schlichting unit 203
 - vii) Jake Gjoraas unit 104
 - viii) Keith Lind unit 205
 - ix) Bill Bleckwehl unit 206
 - x) Paul Sawatzke unit 107
 - xi) Maxine Riches unit 207
 - c) Not represented by attendance or proxy:
 - i) Dana & Jenny Barkmeier unit 110. Proxy was in the mail. Not received in time for the meeting.
 - d) Guests: Pat & Christy O'Hara, new owners of 207. Closing the last week of October. Signed purchase agreement. Vote held by Maxine Riches.
 - e) Quorum determination: Jake Gjoraas, Secretary & Treasurer informed President Paul Sawatzke that 14 of 15 voting units were represented by attendance or proxy. Meeting called to order by President Paul Sawatzke
- 2) Introductions: Paul mentioned that Dana & Jenny Barkmeier, 110; Nathan & Stephanie Tykwinski, 105; & Lee & Carolyn Jones 204 are new owners.
- 3) Thank you to Connie Krivich.
- 4) Minutes from Sept 2022 Owners meeting. Distributed previously to all owners. Motion by Gary Schrad to approve and second by Jake Gjoraas. All approved.
- 5) Materials distributed to all owners of Daggett Brook Condo Association:
 - a) Agenda for Sept 9, 2023 Owner Meeting
 - b) Balance Sheet as of June 2023
 - c) Profit & Loss Statement for year ending June 2023
 - d) Reserve spending for year ending June 2023

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- e) Financial Accounting Compilation Report thru June 2023.
- f) Operating Budget for year July 2023 to June 2024.
- 6) Financial review for the year ending June 30, 2023. Paul, Jake overviewed the financials for the year. Highlights are:
 - a) Balance due are current with all owners at the end of June 2023.
 - b) Revenues of \$81,166 was \$1,081 favorable to budget. Expenses of \$83,996 was \$3,966 unfavorable to budget. Net Operating Loss of \$2,830 (Expenses exceeding Revenue).
 - c) Expenses were above budget by \$3,996. Above plan expenses: Building Maintenance \$1,894, Dock Install & Removal \$1,033, Supplies \$2,095, Heat \$787, Water \$729, Snow removal \$440.00.
 - d) Operating Cash \$5,742 vs. last year June 30, 2022 of \$10,312.
 - e) Reserve Cash of \$80,414 vs. last year June 30, 2022 of \$60,406. Increase of approximately \$20,000. Significant increase with several large projects.
 - f) Reserve spending:
 - i) Insurance reimbursement of \$278,617 for roof repair and siding damage.
 - ii) Other Reserve spending of \$25,687 for Lights, Heat equipment, Sprinkler, Pool Equipment.
 - iii) Roof Repair and replacement: \$118,595
 - iv) Pool Renovation: \$156,654. Includes Pool painting, Pool deck, Ceiling, Windows, Hot tub removed.
 - (1) Russ Ward did a lot of work managing the project and grouting the pool which reduced the bill significantly.
- 7) Approval of Operating Budget and Reserve for July 1, 2023 to June 30, 2024. Motion by Brian Brogmus and second by Gary Schrad. All approved.
 - a) Reviewed the Operating Budget. Operating budget includes a 10% increase to monthly dues \$45 to \$50/condo.
 - i) Without 10% increase the Budget loss would be \$5,004. A third year of losses. With 10% increase the net Income is \$1,206.
 - ii) Past increases to monthly dues were Jan 1, 2006 and July 1, 2013.
 - b) Reserve Assessment of \$30,000 or \$2,000 per condo is unchanged.
 - i) Reserve history: Special Assessment \$1,000/ Condo started year beginning July 2006. \$1,500 year beginning July 2016, & \$2,000 for year beginning July 2018.
- 8) Projects for next year:
 - a) Decks and Patios:

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- i) Cable railing. Wood rails with stainless cables.
 - ii) If an owner wants to make change to deck, a proposal must be presented to Board. Owner to contact contractor once proposal is approved.
 - iii) If owner is notified of needed repair there is 60 days to correct the issue. Association will call contractor and bill owner if not corrected at the end of 60 days.
- b) Dock:
- i) Brackets on several dock sections are going oblong and failing when tightened onto pole. Repair cost to be assessed to applicable owner. Will pull together costs and inform owners.
 - ii) Poles: Several poles are too short. Association to purchase a few poles to correct issue.
- c) Air Handler (Titan):
- i) \$7,000 for FireEye Controller that may or may not fix the cut out issue. Air Handler must work year around and is showing its age.
 - ii) Preferred option is to replace the Air Handler at a cost of \$50,000. New fans and motor. Working on additional bids and timing.
- d) Pool:
- i) Heat Cable to prevent ice dam and snow buildup on pool roof. Quote for Cable on Pool Roof: \$12,000 plus other costs brings total cost to approximately \$15,000. Two 30 amp breakers and 800 ft of cabling needed. Russ is finalizing the bid. Installation in October.
 - ii) Board will have pool deck resurfaced to reduce slipperiness.
 - iii) Pool Furniture: Will use donation from Brian and Clare, unit 101.
- e) Rules and Concerns:
- i) Guest Rooms: Rules posted on website. Ensure amount of usage is respectful of other owners. Guest car parking should be on the street if the lot is full. Keep room clean.
 - ii) Patio door Pool: Pool door to outside should only be used for emergency access or exit. Door open will disrupt the Air Handling and allow debris to get into the pool. Board will post message on door that door is for emergency use only.
- f) Fireplace and LP gas:
- i) Emphasized that pilot light should be shut off when Fireplace is not in use. Another option beyond pilot light off is to shut off the gas line at the unit meter to avoid charges. The pilot light burns a lot of gas. Any LP gas usage will be billed to Owners accordingly. No adjustments.

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- g) Boiler is performing acceptably. Replacement can be deferred. Covered with service contract.
- h) Landscaping:
 - i) Some trees need to be removed or trimmed. Will leverage spring clean-up day.
 - ii) Sprinkler: Shells from Zebra Mussels are getting into the line. Solution is to continue to deal with service calls for head replacement. Could look at direct connect to well or sand point.
 - iii) Will defer other landscaping.
 - iv) Tree branch trimming for lift storage on point: John Nelson is willing to cut with help from others. Any volunteers contact John Nelson.
- i) Parking lot:
 - i) Will continue to fix cracks, control ants and control weeds. Waiting for excess seal coating to wear off before any more overlay or seal coating is done.
 - ii) Will fix the missing posts in the parking lot.
- j) Windows: Sourced from Simonson for Frames and Brainerd Glass for glass.
- k) Shoreline: East Boardwalk is deteriorating and Center plus Point Shoreline is showing severe erosion.
 - i) Total Shoreline Cost: East (Boardwalk), Center and Point Shoreline Repair is approximately \$80,000 total. Approximately \$5,000 to \$6,000 per condo. Plan is to begin work on East Docks Fall of 2024 followed by Center and Point in 2025. Delay one year (to fall 2024) to get plan in place. Quotes may increase with one year push out.
 - (1) East Boardwalk:
 - (a) Remove current boardwalk and replace with similar Boardwalk design with Trex type of maintenance free material. Also includes electrical, lawn repair, rip rap. \$120,000 estimate.
 - (i) Option: No Boardwalk, replace with Rip Rap. Boardwalk Removal/ Shoreline Restoration East is approximately \$35,000 to \$40,000 including Boardwalk removal & haul away, Rip Rap, lawn repair, trees, lights, concrete landings for the docks coming across the Rip Rap. Each Condo on east end would probably require an additional dock section which is owner expense. Improve spacing between docks. Concrete landings for dock sections to come across rip rap from the water.
 - (2) Point and Center: Total cost approximately \$35,000 to \$40,000.

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- (a) Point Shoreline Rip Rap 400': \$18,000. Point shoreline is showing a lot of damage.
 - (b) Center Shoreline Rip Rap 400': \$15,000
 - (c) Best time to do rip rap is over the winter.
- l) Gutters: John Nelson volunteered to clear out gutters with other volunteers. Check the dryer vents for any plugging. Volunteers to contact John Nelson.
- 9) Caretaker: Russ: Good Review and update with Caretaker. Swapped out \$2,000 of contract fee for seasonal use of a dock space.
- 10) Insurance: Each owner to carry insurance for coverage of the inside of their condos in accordance with the Declaration and Bylaws and should also have sufficient liability coverage. Collect insurance certificates from each owner.
- 11) Thank you: Russ Ward for his pool work. Connie Krivich for financials. Bill Bleckwehl and Jake Gjoraas for coming onto the board. Thank you to Paul Sawatzke for his leadership.
- 12) Dock out: After October 19th. Boats off lifts and lifts in up position by October 15th.
- 13) Thank you to the Board for all their work and efforts.
- 14) Next year's owner meeting is the weekend after Labor Day or Sept 7, 2024.
- 15) Clean-up day in 2024 will be Saturday of Memorial Day weekend. May 25, 2024. Good turnout this year, 73% of the owners assisted with the Spring clean-up.
- a) Thank you to Sandy, Donna and Brian for hosting the pot luck.
- 16) Board: Jake Gjoraas and Bill Bleckwehl terms expire this year. Both agreed to serve another term. Motion: Kevin Anderson for Jake Gjoraas and Bill Bleckwehl for two year term. Second: Mel Schlichting. All approved. Remaining term vacated by Prairie is open. No nominations from the floor.
- 17) Adjournment: Motion to adjourn by Jake Gjoraas and second by Bill Bleckwehl. All approved. Meeting adjourned at 11:17 am.
- 18) Board meeting followed the Owners meeting:
- a) Officers: President Paul Sawatzke, Vice President Bill Bleckwehl, Treasurer & Secretary Jake Gjoraas, Facilities: Russ Ward. Motion to approve officers: Bill Bleckwehl, Jake Gjoraas 2nd. All approved. Appoint Gary Schrad to fill Prairie vacancy for one year until next Owner meeting. Paul Sawatzke Motion; Jake Gjoraas 2nd. All approved.
 - b) Several projects: Titan unit, pool roof heat cable, shoreline restoration, etc. discussed in detail.
 - c) Webmaster to maintain website to be sought among owners.

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d) Board meeting adjourned.