

Lake Brittany Homeowners' Association Board Meeting Minutes

November 21, 2019

The meeting was held at Steve Fabry's home, called to order at 6:44 pm. Larry Acker, Pat Boyer, Nick Connor, Steve Fabry, Matt McCarroll, George Schick, and Dan Natchek.

Appointment of Officers

By consensus, the following officers were named for 2019-2020:

- President – Steve Fabry
- Vice-President – George Schick
- Treasurer – Pat Boyer
- Secretary – Dan Natchek
- At-large member, and ECC Liaison – Nick Connor
- At-large member, and ACC Liaison – Larry Acker

Secretary's Report (Dan Natchek reporting)

- The minutes of the October 16, 2019 Board Meeting, having been previously reviewed via email, were unanimously accepted.
- Dan requested additional comments on the draft of the Annual Meeting Minutes.
- We discussed the notification to be sent to all Lake Brittany homeowners informing them of the upcoming dues increase - \$99 per quarter, starting January 1, 2020.
- An announcement of this winter's Candlelight Hike will be sent.

Treasurer's Report (Pat Boyer reporting)

- Current book balances are as follows: Savings/Money Market: \$14,210.99; Checking account balance: \$2,758.84, for a total of \$16,969.83 in the bank. Last year at this time the balances were \$16,391.86 (Money Market) and \$4,251.81 (Checking), a total of \$20,643.67. Our total bank balances decreased by \$3,673.84
- Major expenditures since the April Board meeting:
 - \$2,066 – Payroll
 - 904 – Worker's Compensation Insurance
- It was noted that payroll hours were higher this year than last. Last year, payroll hours were 843; this year, workers reported 853 hours as of this meeting, with more to come for work completed in November.

Architectural Control Committee (ACC) Report (George Schick reporting)

- Nothing to report.

Environmental Control Committee (ECC) Report (Steve Fabry reporting for Matt McCarroll)

- Matt had requested the Board to approve the usual **year-end gift for our workers**, and the Board agreed.
- It was suggested that the Board walk around the lake in early December to see that all boats have been removed.
- The Board needs to designate an **ECC liaison**; Nick Connor was named to this position as mentioned above.
- **Our workers will be working thru November.** They are focusing on path repair, pruning cul-de-sacs and around the lake, and year-end issues like removing tennis courts nets, storing picnic tables, etc.
- The ECC can always use **more volunteers!**

Old Business

- Three residents are more than 1 year past due with their Association dues. Pat will continue to send letters and update liens as necessary.

New Business

- It was noted that Lake Brittany lost 5 residents to death in the last year.
- The Board plans upcoming discussions on how to cover unforeseen expenses.

Next Board Meeting Date – The date of the next Board Meeting was not set but will probably be scheduled in April.

Adjourn – The meeting adjourned at 8:26 pm.

2019-2020 Lake Brittany Board					
Position	Name	Term	Phone	Cell Phone	E-mail
President	Steve Fabry	2020	-	414-530-5844	Stevfabry@yahoo.com
Vice-President	George Schick	2021	529-2619	414-529-2619	Theshix2@msn.com
Secretary	Dan Natchek	2020	235-8725	414-530-4349	Dan.Natchek@sbcglobal.net
Treasurer	Pat Boyer	2021	529-0410	414-305-0447	BoyerLBGA@att.net
At-large	Larry Acker	2022	425-6782	414-852-3549	Lacker2223@gmail.com
At-large	Nick Connor	2022	-	414-238-3946	Nconnor2002@icloud.com
Manager	Open				

Lake Brittany Homeowners' Association Board Meeting Minutes

January 16, 2020

The meeting was held at Larry Acker's home, called to order at 6:40 pm. Larry Acker, Pat Boyer, Nick Connor, Steve Fabry, Matt McCarroll, George Schick. Dan Natchek was excused.

Secretary's Report (Steve Fabry reporting)

- The reading of the previous minutes was waived

Treasurer's Report (Pat Boyer reporting)

- Current book balances are as follows: Savings/Money Market: \$14,212.89; Checking account balance: \$8,961.50, for a total of \$23,174.39 in the bank.
- Major expenditures since the November Board meeting:
 - \$1,979.93 – Payroll and employee gift.
 - \$269.07 – traffic bond, oil and chain saw sharpening.

Architectural Control Committee (ACC) Report (George Schick reporting)

- Nothing to report.

Environmental Control Committee (ECC) Report (Nick Conner reporting)

- Matt McCarroll took time to look at a possible opportunity to purchase a new lawn mower for the association. The offer was from a power company that was going out of business. The company had two machines available that would have suited our needs. The machines were in the \$12000.00 range. We decided to pass on this offer as the company was not accepting trade-ins and we had spent approximately \$1,700.00 in repairs on our current lawn mower this past year.

Old Business

- Two residents are more than 1 year past due with their Association dues. Pat will continue to send letters and update liens as necessary.

New Business

- Discussions were held to determine to what extent runoff water from storm sewers was causing if any to our lake. Nick Conner has been investigating this issue with assistance from a previous report prepared Joan Hawley. Our primary concern is runoff entering the lake from two storm drains located at the south east corner of the lake next to lot #37. The main source of runoff is a storm sewer that enters our lake from the south side of McShane Rd. originating near the new middle school. A retention pond at the school seems to have alleviated much of the runoff. The remainder of the water runs through a natural swale to reach our lake. This water picks up sediment from a wood area south of McShane. At this time, we will be monitoring the number of times water is observed flowing into the lake from these drains. As of this time it does not appear to be affecting our water quality.
- The president has received an email from an association member concerned about our dues being raised two years in a row.
- We remind our residents that several large expenditures have occurred and are going to occur within the next couple of years and we want to be ready for them (lawn mower, golf cart). In addition, the ongoing tree removal process is expensive when we need to outsource it.

Next Board Meeting Date – No date has been set for the next board meeting.

Adjourn – The meeting adjourned at 8:30 pm.

2019-2020 Lake Brittany Board

Position	Name	Term	Phone	Cell Phone	E-mail
President	Steve Fabry	2020	-	414-530-5844	stevefabry@yahoo.com
Vice-President	George Schick	2021	529-2619	414-529-2619	theshix2@msn.com
Secretary	Dan Natchek	2020	235-8725	414-530-4349	Dan@Natchek.net
Treasurer	Pat Boyer	2021	529-0410	414-305-0447	BoyerLBGA@att.net
At-large	Larry Acker	2022	425-6782	-	Lacker2223@gmail.com
At-large	Nick Connor		-	414-238-3946	Nconnor2002@icloud.com
Manager	Open				



Lake Brittany Homeowners' Association

Board Meeting Minutes

April 7, 2020

The meeting was held virtually via Zoom, called to order at 6:11 pm. Larry Acker, Pat Boyer, Nick Connor, Steve Fabry, Matt McCarroll, Dan Natchek, and George Schick all participated. To the best of our knowledge, this was Lake Brittany's first **virtual** Board meeting!

Secretary's Report (Dan Natchek reporting)

- Having been previously reviewed by email, the minutes were unanimously approved.

Treasurer's Report (Pat Boyer reporting)

- Current balances, as of 3/31/2020: \$14,215.31 in Money Market; \$13,307.95 in Checking. A year ago, the Checking balance was \$9,241.49. The increase in the Checking balance is due primarily to collection of past-due payments as well as the dues increase.
- The first expenditures for 2020 were made today:
 - \$296 – Payroll
 - \$ 38 – Fish Farm License
 - \$309 – Gas, traffic bond, golf cart battery
- The interest rate paid on the Money Market account was cut in half in August and again in half in March.
- Past Due Collections:
 - In January, one resident paid their past due amount, and prepaid for two years.
 - Another resident paid all but \$7.50 of their past due amount. Liens will be removed on these two properties.
 - One resident is now a year past due; a letter will be sent before processing a lien.
 - One resident is almost \$1,100 past due; the lien will be updated.

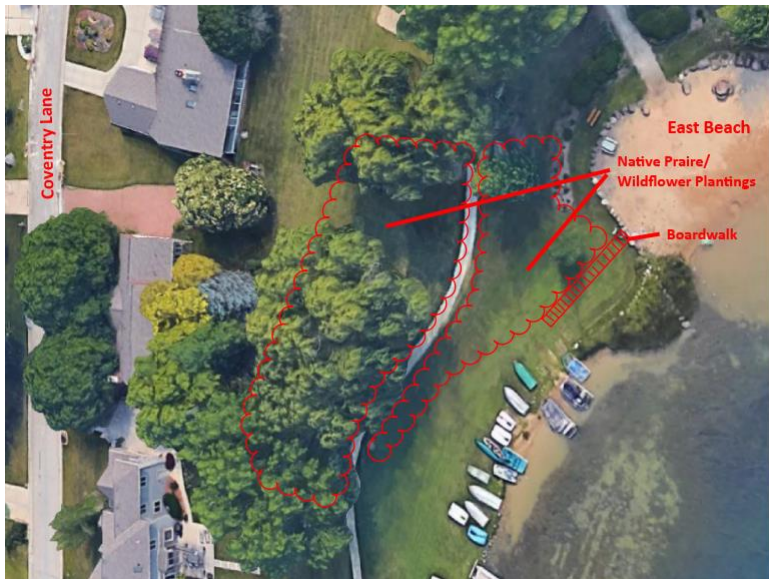
Architectural Control Committee (ACC) Report (George Schick reporting)

- Building around pool deck - approved.

Environmental Control Committee (ECC) Report (Nick Connor reporting)

- The ECC had its first meeting April 2nd. Mike Dolata, Pete Walechka and Matt McCarroll were present. Nick Connor was excused. The workers are eager to start, and it was decided to have them start at their usual 10 hours per week beginning April 6th. The ECC discussed some of the larger ideas and projects for 2020. They also developed a comprehensive list of smaller projects for 2020. Most importantly the ECC developed a spring start up list to get our common areas ready for the season. The workers have already started getting the picnic tables set out, tennis and volleyball nets up, repair of the many muskrat holes and walking path, clean up around the shed, inspection of life rings, clearing of debris near outlet and a general spring cleanup of the common areas.
- The LBHA cleanup day was moved to April 25th at 8am.
- One main ECC project is re-grading the west end swale; this has been ponding in the wooded area.

- Another major project is to address the ponding near the east beach, where the willows were removed. The proposal is to remove the grass on both sides of the path and plant a wetland seed mix next spring, making this area a butterfly garden/wet prairie. See Figure 1. The Board has asked for cost estimates before approving expenditures.
- Other plans include continuing tree removal and stump grinding, outlet path restoration, planting new trees in front of the tennis courts and shed, installing new benches, and re-setting the signs around the lake.
- The lawnmower continues to be a matter of concern. One factor contributing to the lawnmower problems was the presence of large sticks on the common grounds; neighbors are asked to remove these if possible.



1 Proposed Butterfly Garden/Wet Prairie plantings, boardwalk

Old Business

- A new budget has been prepared, because of the increase in dues. In order to finalize the budget, the Board has requested cost estimates from the ECC for the major summer projects they propose. At the present time, we plan to work within the current budget and address future funding later.

New Business

- **Muskrats and Path Damage** – The problem of muskrats damaging the path in the spring was discussed. It was noted that the muskrats are a transient population; they will go away in the summer and return next spring. Trapping is not likely to have a significant effect, as other muskrats would simply take the place of those removed. The Board felt that there would be no further damage this year, and that no action was needed.
- **Path Erosion** – Aside from muskrat damage, there are areas along the path that show serious shoreline erosion due to high water levels. The ECC was asked to determine how to remedy the problem.
- **Fish Stocking** – Some residents have asked the Board to consider stocking the lake with gamefish. The Board will consider if we need an expert evaluation or input from our lake biologists. Nick Connor will research the costs of stocking, and Larry Acker will solicit opinions; anyone with specific knowledge of best fish stocking practices should please contact Larry.



2 Erosion



3 Proposed plan to reduce runoff

- Sediment Monitoring** – Since the construction of the new Middle School (and associated retention pond), runoff into Lake Brittany through the culvert near Canterbury Court seems to have diminished. Nevertheless, there is still concern that the runoff could carry excessive amounts of silt and possible pollutants into the lake. Possible mitigation strategies are the use of “silt logs” at the entrance to the culvert, sediment filters on sewer grates, and planting on undeveloped land to reduce runoff. Grants are available for stormwater improvements; Nick Connor will investigate and will explore the possibility of working with Tudor Oaks to plant on their undeveloped land. See figure 3.

- Newsletter** – A suggestion was made to publish a “newsletter” of activities and concerns at Lake Brittany, but we decided

instead to enhance the Board Meeting Minutes to include pictures and other items of interest to Lake Brittany residents, even if they are not discussed at Board meetings. Please send your suggestions to Larry Acker or Dan Natchek.

Next Board Meeting Date – The next meeting was subsequently scheduled for May 12.

Adjourn – The meeting adjourned at 7:00 pm.

2019-2020 Lake Brittany Board					
Position	Name	Term	Phone	Cell Phone	E-mail
President	Steve Fabry	2020	-	414-530-5844	stevefabry@yahoo.com
Vice-President	George Schick	2021	367-2527	414-352-9483	theshix2@msn.com
Secretary	Dan Natchek	2020	235-8725	414-530-4349	Dan@Natchek.net
Treasurer	Pat Boyer	2021	529-0410	414-305-0447	BoyerLBGA@att.net
At-large	Larry Acker	2022	425-6782	-	Lacker2223@gmail.com
At-large	Nick Connor		-	414-238-3946	Nconnor2002@icloud.com
Manager	Open				



Lake Brittany Homeowners' Association Board Meeting Minutes

May 12, 2020

The meeting was held on Larry Acker's patio, called to order at 6:06 pm. Larry Acker, Pat Boyer, Nick Connor, Steve Fabry, Matt McCarroll, Dan Natchek, and George Schick all participated, observing social distancing.

Secretary's Report (Dan Natchek reporting)

- Having been previously reviewed by email, the minutes were unanimously approved. (George Schick's phone numbers were corrected.)

Treasurer's Report (Pat Boyer reporting)

- Current balances:
 - Money Market as of 4/30/2020 - \$14,215.43, vs. \$14,202.79 on 4/30/2019
 - Checking Book Balance as of 5/12/2020 - \$19,380.64, vs. \$12,522.73 as of 5/10/19, an increase of 6,857.91 compared to the same time last year.
- Last year we spent \$2,050 that was not budgeted on park bench and 2 picnic tables.
- This year's dues collected to date are \$22,090.03, up \$4,409.11 from last year (\$17,680.92). This is due to this year's dues increase of \$9 per quarter, delinquent dues paid, and a 2-year pre-payment by one homeowner.

Architectural Control Committee (ACC) Report (George Schick reporting)

- One roofing replacement project was approved.

Environmental Control Committee (ECC) Report (Nick Connor reporting)

- Nick summarized the minutes of the ECC meeting on May 6; the complete ECC Minutes are appended to these minutes. Key items included:
 - The ECC is requesting an additional \$1,000 for **stump grinding**, above what was budgeted for tree care. The Board did not approve this expenditure at this time.
 - Nick provided the following estimates for **fish stocking**:

▪ 230 walleye 6-8"	\$880.00
▪ 23 Tiger Muskies 9-12"	\$595.00
▪ Delivery charge	\$69.00
 - The Board will consider fish stocking at a future meeting and is interested in your **feedback!**
 - LBHA will reach out to Aldermen to request help with a short-term solution to the problem of **runoff from South North Cape road** into Lake Brittany.
 - The ECC recommended moving forward with an **"adopt a tree"** program, as was discussed at last year's annual meeting. The Board agreed; Nick Connor will develop a form to be used by anyone who wants to donate a tree to the Association.
 - The ECC plans to improve the **southeast boat storage** by removing the cattails and adding sand to the area between the two boat storage areas at the far east end of the lake.



4 Southeast boat storage to be improved

Old Business

- Several Board members continue to **monitor the flow of silt** into the lake.
- The possibility of financing the purchase of a new **lawnmower** was discussed, but no decision was reached. After some major repairs last year, we hope the lawnmower will last for a few more years, but it will eventually need to be replaced.

New Business

- Some Board members raised concerns regarding the lake. In addition, the Board has received complaints or comments from homeowners. These include:



5 East beach encroachment

- **Grass cutting** near the east playground
- The type of **traffic bond** being used on the path
- **Tall grass** that has encroached on the east beach and northeast boat storage area
- Concerns that the **plastic netting** used to cover a reseeded area near the west beach not being material that DNR approves for use in wetlands
- Large **dead branches on willows** near the path on the east end near path. Could equipment be rented to have employees take them down instead of hiring an outside tree service?

These issues were discussed by the Board and will be forwarded to the ECC, the proper committee to handle lake landscaping issues. Residents are reminded that if they have similar issues, they can

e-mail either the Board or the ECC directly. Contact information for the Board and Committees are on our website.

- It appears that someone has been moving large rocks to block the **lake outlet** (near the bridge); this has increased the water level and is not good for the health of the lake. If you know who has been doing this, please ask them to stop.

Next Board Meeting Date – The next meeting is planned for some time in June, but a date has not yet been set.

Adjourn – The meeting adjourned at 7:27 pm.

2019-2020 Lake Brittany Board					
Position	Name	Term	Phone	Cell Phone	E-mail
President	Steve Fabry	2020	-	414-530-5844	stevefabry@yahoo.com
Vice-President	George Schick	2021	367-2527	414-352-9483	theshix2@msn.com
Secretary	Dan Natchek	2020	235-8725	414-530-4349	Dan@Natchek.net
Treasurer	Pat Boyer	2021	529-0410	414-305-0447	BoyerLBGA@att.net
At-large	Larry Acker	2022	425-6782	-	Lacker2223@gmail.com
At-large	Nick Connor	2022	-	414-238-3946	Nconnor2002@icloud.com
Manager	Open				

1. LBHA Runoff
 - a. Discussion of runoff from South North Cape Road into LB through farm field
 - b. LBHA to reach out to Alderman about runoff to see if they can help with short term solution
2. LB Fish stocking
 - a. Discussed stocking of walleye, musky, and perch. ECC is in agreement that walleye and musky is acceptable, but that perch are too expensive
3. Discussed successful earth day clean up:
 - a. Excellent turnout
 - b. Lot of garbage cleaned up
 - c. Thanks to everyone to participated
4. ECC has set out the following:
 - a. Picnic tables
 - b. Volleyball net
 - c. Tennis court nets
5. ECC has replaced the swing on the east playground
6. Five yards of traffic bond has been placed on path and is an ongoing effort
7. Area south of boat storage on west beach has seeded and matted
8. ECC has straightened out path signs
9. Grass cutting will begin shortly
10. We have two sets of life rings. One for winter (the older ones) and a newer set for summer. The summer ones will replace the winter ones this year. Two new life rings will be purchased (\$100 each)
11. Weeds mats will be installed around Memorial Day
12. Aquatic treatment in beach areas is being scheduled. Advanced notice of treatments will be given via email once date is known. Beaches will be closed after application
13. Water testing for E. coli will continue on normal schedule (Memorial and Labor Day)
14. Discussed the east boat storage. ECC agreed that the area can be improved. ECC can clear out cattails and place sand in area between the two eastern storage areas to make one area. ECC suggests rearranging area so that the pontoon boats are placed in the area most accommodating for larger boats (furthest from beach) and smaller craft placed in the area nearest to the beach.
15. Discussed willow trees around lake. At this point ECC is reticent to take down healthy trees, but will replace willows if needed
16. Discussed Phragmites (tall grass) on the east end, and the lake in general. It is believed to be native and is an excellent natural shoreline erosion control. They are also an ornamental plant for the overall aesthetic of the lake. Removal or cutting of these native grasses beyond normal maintenance will increase erosion of shoreline and decrease aesthetic of lake.
17. Discussed improvement projects schedule for late summer/early fall (estimate still forthcoming):
 - a. LB west – regrading of grassed swale from outfall in south to terminal end in north
 - b. LB east – scraping of approximately six inches of soil in area of recurring flooding to prepare for fall seeding of rain garden

ECC is asking for more funding for the following:

1. Benches (2)
 - a. New bench at tennis courts
 - b. Replace bench at bridge

2. 23 tons of traffic bond for ongoing path improvements in Spring and Fall after grading project on east and west areas ($\$26 \text{ per ton} \times 23 = \600)
3. \$1,000 for stump grinding. This is in addition to tree care line item

Questions from ECC to LBHA Board

1. A sponsor a tree program was discussed at the last annual board meeting. It seemed to have very good reception. Seems benign. If we implement the program and no one does it, we haven't lost anything. Can plan be implemented or mentioned in minutes?
 - a. Thoughts from ECC
 - i. Develop fillable PDF form (Nick Connor) for residents to "purchase" a tree
 - ii. Residents can choose from the list of approved trees
 - iii. Location can be requested, but not guaranteed
2. Is the board willing to consider, or float the idea of (that's a pun 😊), a floating pier similar to one on Lake Lore?
 - a. What it could look like:
 - i. It would be approximately 20x5 feet long
 - ii. It would be removed in winter to increased life
 - iii. Could be placed in one of the fishing areas
 - b. Could be used for fishing or relaxing
 - c. No boats can be stored at it, near it, or along it
 - d. Just a thought at this point. Wondering what the board's thoughts are
 - e. Could look into cost if there is interest



Lake Brittany Homeowners' Association

Board Meeting Minutes

June 23, 2020

The meeting was held on Dan Natchek's patio, called to order at 7:10 pm. Larry Acker, Pat Boyer, Nick Connor, Steve Fabry, Matt McCarroll, Dan Natchek, and George Schick all participated, observing social distancing.

Secretary's Report (Dan Natchek reporting)

- Having been previously reviewed by email, the minutes were unanimously approved.

Treasurer's Report (Pat Boyer reporting)

- Current balances:
 - \$14,215.43 – Money Market as of 5/31/2020
 - \$14,855.42 – Checking Book Balance as of 6/22/2020, compared to \$4,955.24 as of June 2019.
- Major expenditures since the last Board meeting:
 - \$2,425 – Lake vegetation treatment
 - \$1,472 – Payroll
 - \$ 496 – Sand
- As explained in the May minutes we were \$6,000 ahead through May 12. With reduced staffing, payroll costs were more than \$1,000 less and project costs were down \$2,000 while dues collections were up \$1,000. Thus, we are almost \$10,000 ahead compared to this time last year, though some major expenditures are expected later this year.

Architectural Control Committee (ACC) Report (George Schick/Larry Acker reporting)

- Nothing to report.

Environmental Control Committee (ECC) Report (Nick Connor reporting)

- The ECC is still looking for the right person to replace our worker who resigned.
- At this time of year, most maintenance activity is grass cutting only; other projects are on hold.
- The ECC requested approval for stump grinding and traffic bond. As this was already in their budget, the Board approved. Estimates are \$1000 for stump grinding, \$600 for traffic bond.

Old Business

- **Dues progress** – 1 homeowner is over **\$1,000 in arrears in their Association dues** (since April of 2017; the lien on the property has been upgraded. Interest is accruing on the amount. A few Board members will talk to this owner, and will investigate other options including **foreclosure**. Article V, Section 10 of the Covenants provides that "the association may bring an action at law against the owner personally obligated to pay the same, or foreclose the lien against the property, and interest, costs and reasonable attorneys' fees of such action shall be added to the amount of such assessment." Another owner is 3 quarters behind in their dues; this owner has been notified.
- Nick Connor and Pete Fantle have been communicating with the Director of Tudor Oaks and will arrange a meeting to discuss reducing the **flow of silt** from Tudor Oaks' property into Lake Brittany.
- **Financing the purchase of a new lawnmower** was discussed. John Deere offers 0% financing for several years. One Board member has volunteered to co-sign the loan if necessary. A decision on this purchase is pending.
- The issue of large rocks blocking the **lake outlet** (near the bridge) seems to have ceased.
- The ECC is suggesting a new committee to formulate a **lake management plan**, dealing with the health of lake and education of homeowners. Further information will be forthcoming.
- Nick Connor has a fillable PDF **tree donation form**, for anyone who wishes to donate a tree to Lake Brittany, with optional dedication. It will be sent out in a separate email, and posted on the website. Please note that while we will accept donations now, planting will likely not occur until the fall.

New Business

- The Board is reconsidering the suggestion to expand the east beach boat storage area, after receiving complaints about the proliferation and sloppy appearance of watercraft stored at the lake. We suggest that you carry smaller watercraft (e.g. paddle boards and small kayaks) to and from the lake instead of leaving them stored on the shore.
- Complaints have been received about dog droppings along the path, and dogs not on leashes. Residents are reminded that they must **pick up after their pets, dogs must be leashed at all times, and dogs are not allowed on the beaches.** (Signs are posted.)
- Several people have been fishing from beaches and boat areas; some have said that they had been given permission. **Please note that no permission has been given to fish from the beaches or boat areas.** A few hooks and lures have already been found in these areas, where people are often barefoot.
- Residents are reminded that all unaccompanied visitors must carry valid **Lake Brittany Common Grounds/Lake Passes.** Residents will be contacted to make sure that they have their 2 passes.
- To address complaints about **rule and covenant violations**, the Board will begin a series of separate emails highlighting specific rules.
- To ease the burden on our one remaining grounds worker, the ECC was asked to make **a list of tasks that volunteers could do** until we hire a second worker. Some homeowners have already been helping by mowing the islands in the cul-de-sacs and some light pruning. Please remember, however, that any **maintenance to the common grounds must be approved by the ECC.**
- It was noted that there are many **dead branches** in trees, including some around the path, that are in danger of falling during a heavy storm. The ECC is asked to determine what is needed to remove them.

Next Board Meeting Date – TBD.

Adjourn – The meeting adjourned at 8:33 pm.

2019-2020 Lake Brittany Board					
Position	Name	Term	Phone	Cell Phone	E-mail
President	Steve Fabry	2020	-	414-530-5844	stevefabry@yahoo.com
Vice-President	George Schick	2021	367-2527	414-352-9483	theshix2@msn.com
Secretary	Dan Natchek	2020	235-8725	414-530-4349	Dan@Natchek.net
Treasurer	Pat Boyer	2021	529-0410	414-305-0447	BoyerLBGA@att.net
At-large	Larry Acker	2022	425-6782	-	Lacker2223@gmail.com
At-large	Nick Connor	2022	-	414-238-3946	Nconnor2002@icloud.com
Manager	Open				



Lake Brittany Homeowners' Association Board Meeting Minutes

August 5, 2020

The meeting was held on Pat Boyer's patio, called to order at 6:33 pm. Larry Acker, Pat Boyer, Steve Fabry, Matt McCarroll, Dan Natchek, and George Schick all participated in person, observing social distancing; Nick Connor participated via Zoom.

Secretary's Report (Dan Natchek reporting)

- Having been previously reviewed by email, the minutes were unanimously approved.

Treasurer's Report (Pat Boyer reporting)

- Current balances:
 - \$14,215.79 – Money Market as of 8/5/2020
 - \$21,637.32 – Checking book balance as of 8/5/2020
 - **\$35,853.11 – Total**
- Major expenditures since the last Board meeting:
 - \$2,409 – Payroll
 - \$ 425 – Financial statement and tax preparation
- The total of our Money Market and Checking accounts is almost **\$16,000 higher** than at the same time last year, though some large expenditures are planned for the fall. This is primarily due to:
 - \$-4,114.79 – Lower Payroll, with one less worker
 - \$-3,431.99 – Less Environmental expense
 - \$-2,049.45 – Less capital equipment expense (picnic benches)
 - \$ 2,673.00 – Dues increase of \$9 per quarter per lot
 - \$ 3,334.56 – Collection of dues in arrears and paid in advance in the last 12 months.
- The Board is looking for a homeowner who is well versed with insurance issues to advise the Board. If you have this expertise or know a homeowner who does, please contact the Board.

Architectural Control Committee (ACC) Report (Larry Acker reporting)

- One project including a garage addition and remodel of a sunroom was approved.

Environmental Control Committee (ECC) Report (Nick Connor reporting)

- The ECC is still looking for the right person to replace our worker who resigned. This person must be qualified to operate the current and future lawnmower, a specialized skill.
- At this time of year, most maintenance activity is grass cutting; other projects are on hold.
- The ECC will obtain an estimate for the purchase and installation of **two hand railings** to be installed at the steps going to the west beach and the west boat area.
- A decision was made to finish the year with the current lawnmower and is planning for the **purchase or lease of a new mower in the spring of 2021**. The estimated cost is approximately \$10,000; the ECC will compare the cost of leasing vs. purchase.
- The ECC plans to install **two new benches** in the fall at the southwest corner of the lake and near the volleyball court, though the locations are subject to change.
- In the fall, **Abor Vitae will be planted** near the berm by the maintenance shed.
- **Planned tree maintenance** includes trimming of a tree near lot 73, and removal of a tree near lot 55.
- A major project for the fall is beginning construction of the proposed **Butterfly Garden/Wetland Planting** in the low spots near the east

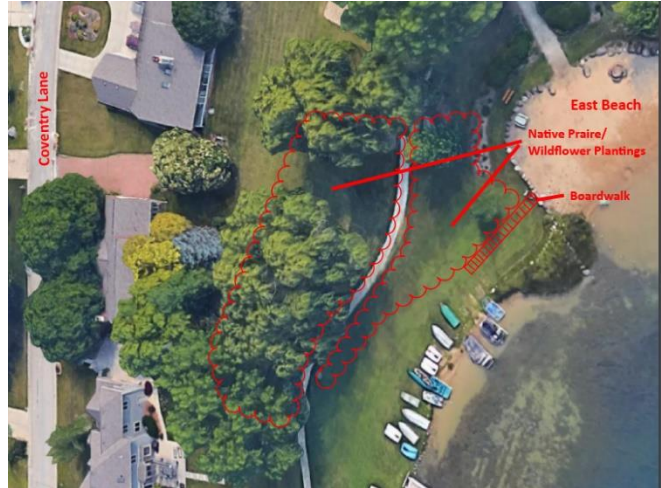


6 West beach boat area stairs

beach to alleviate some of the ponding issues. Ground would be prepared this fall, with planting next spring. Proposed plantings would be similar to what is planted along the stairs to the path between lots 54 and 55 near the southwest corner of the path.



7 Proposed east beach planting locations



8 Suggested planting

Old Business

- **Dues progress**

- One homeowner is over **\$1,000 in arrears (3+ years) with their Association dues**. The lien on the property has been upgraded, and interest is accruing. A few Board members will talk to the owner; The Board continues to investigate other options including **foreclosure**. Article V, Section 10 of the Covenants provides that “the association may bring an action at law against the owner personally obligated to pay the same, or foreclose the lien against the property, and interest, costs and reasonable attorneys’ fees of such action shall be added to the amount of such assessment.”
- One homeowner is now 1 year in arrears, last paying after a letter was sent in September 2019.
- Another owner went from 4 quarters in arrears to 3 quarters, after the owner was notified by letter in June.
- The Board is considering **publishing the names of any owner more than 1 year in arrears**.

- **Financing the purchase of a new lawnmower** was discussed.

John Deere offers 0% financing for several years. One Board member has volunteered to co-sign the loan if necessary. A decision on this purchase is pending.

- The issue of large rocks blocking the **lake outlet** (near the bridge) seems to have ceased; the issue now is vegetation that may be clogging the outlet. The ECC will have the growth cleared.
- **Trespassing** continues to be a problem. Some residents have noted trespassers from as far away as Brookfield. All Lake Brittany residents are encouraged to introduce themselves to anyone you do not recognize and verify that they are either new owners or have a valid **Common Grounds pass**. This is necessary to **protect our investment** in our common areas, and to **avoid possible liability problems**. Please do not be offended if you are asked to identify yourself; we have a lot of new residents who may not be known or may not know their neighbors. Also note that the **current Common Grounds passes are dated either 2017 or 2018-2019**. Older passes are not valid.

New Business

- A separate email will be sent to residents **highlighting Rule 15:**
Common property is commonly owned by all of the homeowners, and no one has a right to alter this property without permission from the Board. This includes boat anchoring. Only the Association may install boat anchoring fixtures.
If you do want to volunteer to do some maintenance of the common grounds (especially now when we are short-staffed), please get approval from the ECC.
- This summer has seen a large increase in the numbers of **bikes being ridden on the path**. This is not prohibited but traditionally has been discouraged. We understand that in these unusual times the children especially may need new outlets for their energy. We ask anyone riding on the path to observe common courtesy, yield to walkers, and be especially careful at blind corners. Parents, please encourage your children to follow these guidelines.
- Several homeowners have complained about the number of **trucks and trailers on Stratford Court**, as well as on an adjoining lot. They limit visibility and thus pose a hazard to the children who play in the court. Our streets are city streets, so we cannot do anything about vehicles parked on the street (though the Muskego police can enforce overnight parking regulations; their non-emergency number is 262 679-4130). Several board members will contact the owner to see if we can find a solution for the vehicles parked on the lot.
- We briefly discussed plans for the **Annual Meeting** and noted that the present time we would not be allowed to meet at Tudor Oaks. For that matter, it might be difficult to find any place willing to host a large public gathering. We are considering other options, like an outdoor meeting (weather permitting), or a virtual meeting (via Zoom or similar technology) with voting by mail. If anyone has any suggestions, please contact a Board member.

Next Board Meeting Date – Wednesday, September 9 at 6:30 pm. Location to be determined.

Adjourn – The meeting adjourned at 8:18 pm.

2019-2020 Lake Brittany Board					
Position	Name	Term	Phone	Cell Phone	E-mail
President	Steve Fabry	2020	-	414-530-5844	stevefabry@yahoo.com
Vice-President	George Schick	2021	367-2527	414-352-9483	theshix2@msn.com
Secretary	Dan Natchek	2020	235-8725	414-530-4349	Dan@Natchek.net
Treasurer	Pat Boyer	2021	529-0410	414-305-0447	BoyerLBGA@att.net
At-large	Larry Acker	2022	425-6782	-	Lacker2223@gmail.com
At-large	Nick Connor	2022	-	414-238-3946	Nconnor2002@icloud.com
Manager	Open				



Lake Brittany Homeowners' Association Board Meeting Minutes

September 9, 2020

The meeting was held in Larry Acker's sunroom, called to order at 6:35 pm. Larry Acker, Pat Boyer, Steve Fabry, Matt McCarroll, Dan Natchek, and George Schick participated in person, observing social distancing; Nick Connor joined via phone.

Secretary's Report (Dan Natchek reporting)

- Having been previously reviewed by email, the minutes were unanimously approved.

Treasurer's Report (Pat Boyer reporting)

- Current balances:
 - \$14,215.79 – Money Market as of 8/31/2020
 - \$18,859.01 – Checking book balance as of 9/9/2020
 - **\$33,074.80 – Total**
- Major expenditures since the last Board meeting:
 - \$1,061 – Payroll
 - \$1,785 – 4 park benches
- Since our August meeting, one owner who was 3 years past due has paid up his Association dues of more than \$1,200. There are two owners whose payments are 2-3 quarters past due.

Architectural Control Committee (ACC) Report (Larry Acker reporting)

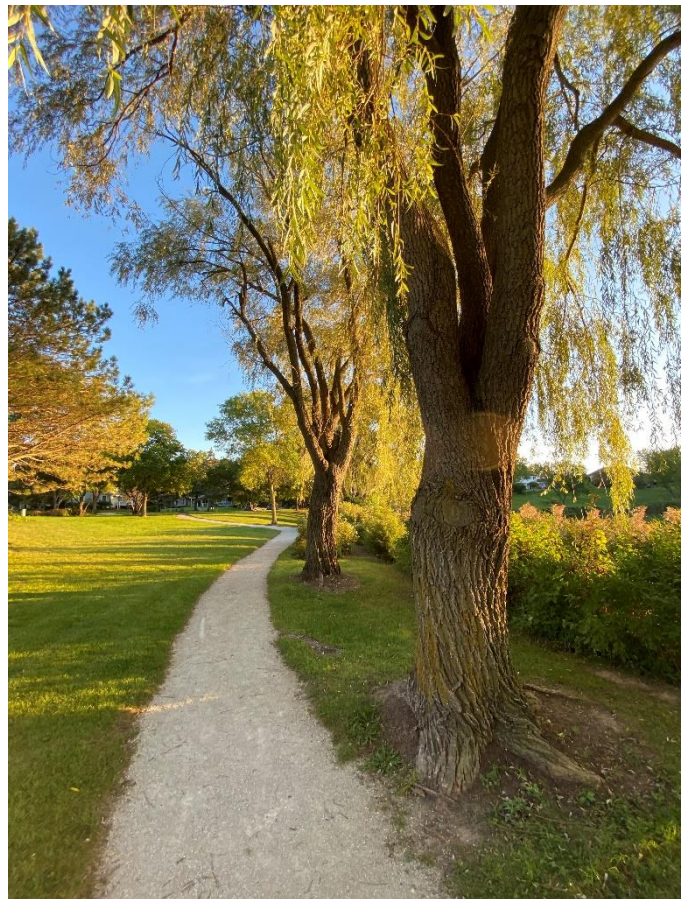
- One project for an addition was approved.

Environmental Control Committee (ECC) Report (Nick Connor reporting)

- The ECC requested \$1,900 for **tree removal**; removal of willows on the east end of the lake is estimated at \$2,500 per tree.
- At this time of year, most maintenance activity is grass cutting; other small projects included cleaning out the volleyball court.
- The ECC is obtaining estimates from outside contractors for **trimming the lake buffer vegetation and removing invasive species** including Phragmites, Reed Canary Grass, and Purple Loosestrife. Removal of some of the tree saplings around the lake buffer will also be investigated as "second tier" maintenance. Hiring a contractor for this work might alleviate the need to hire a second worker, at least in the short term.



1 Phragmites



2 Willows slated for removal



3 Purple Loosestrife, Reed Canary Grass

- The ECC is also obtaining **proposals for the creation of a retention area to help mitigate the seasonal flooding experienced near the east beach**. The retention area will help reduce peak flood times in the area by creating additional storage capacity and installing vegetation that will create a deep root structure to increase the infiltration rate of the water. Other options to eliminate the flooding were pursued, and included installing an underground storage basin, re-grading the low-lying area and installing drain tiles to the lake, filling the area and raising the elevation of the path; however, these options were found to be prohibitively expensive.
- The ECC is preparing a **Lake Management Plan**. Before the Annual Meeting the Committee will be sending a survey to all homeowners to help set priorities. The results will be shared at the Annual Meeting, and the plan should be finalized in November or December.

Old Business

- **Dues progress** – as noted in the Treasurer’s report, the homeowner who was 3 years in arrears has paid up their Association dues. There are still two owners who are 2 – 3 quarters in arrears; they will be notified again. As noted at the last meeting, the Board is considering publishing the names of any owners who are more than 1 year in arrears.
- Letters will be sent regarding **unapproved modification to the common grounds**.
- Email reminders will be sent regarding the **proliferation of smaller watercraft** in the boat storage areas; we are requesting that you keep all smaller watercraft on your own property when they are not being used out of consideration for your neighbors.
- Board members have been unable to contact the homeowner who has been the subject of complaints about the number of **trucks and trailers on Stratford Court**, as well as on an adjoining lot. These vehicles limit visibility and thus pose a hazard to the children who play in the court. As noted last month, our streets are city streets, so we cannot do anything about vehicles parked on the street (however, the **Muskego police** can enforce overnight parking regulations; their non-emergency number is **262 679-4130**). A letter will be sent to the homeowner to try to find a solution to the vehicles parked on the lot.
- The Board has installed new **No Trespassing signs** around the lake; we agreed that the new signs look more “official” than our wooden signs and hope they will reduce trespassing.

New Business

- Complaints have been received about **dogs that are not leashed** when on the common grounds. Residents are reminded the Lake Brittany Rules and Regulations (as well as the city of Muskego municipal ordinance) require that dogs must be leashed. Please be considerate of your neighbors.
- Plans for the **Annual Meeting** were discussed.
 - An email notice was sent on September 7 that the annual meeting will be held OUTDOORS, on the Lake Brittany tennis courts. The meeting is scheduled for **Saturday, October 10, at 3:00 pm**, with a rain date of Sunday, October 11, 3:00 pm.
 - As usual, **two Board positions are up for election**. If you are willing to serve on the Board for a 3-year term, please notify the Secretary, Dan Natchek (or any Board member) prior to the meeting. Nominations can also be made at the meeting.
 - If anyone has a **portable PA system** that they would be willing to loan for the meeting, please contact a Board member. If not, we will investigate rental options.

Next Board Meeting Date – Wednesday, October 7, at 6:30 pm. Location to be determined.

Adjourn – The meeting adjourned at 8:20 pm.

2019-2020 Lake Brittany Board					
Position	Name	Term	Phone	Cell Phone	E-mail
President	Steve Fabry	2020	-	414-530-5844	stevefabry@yahoo.com
Vice-President	George Schick	2021	367-2527	414-352-9483	theshix2@msn.com
Secretary	Dan Natchek	2020	235-8725	414-530-4349	Dan@Natchek.net
Treasurer	Pat Boyer	2021	529-0410	414-305-0447	BoyerLBGA@att.net
At-large	Larry Acker	2022	425-6782	-	Lacker2223@gmail.com
At-large	Nick Connor	2022	-	414-238-3946	Nconnor2002@icloud.com
Manager	Open				



Lake Brittany Homeowners' Association

Board Meeting Minutes

October 7, 2020

The meeting was held via Zoom, called to order at 6:45 pm. Larry Acker, Pat Boyer, Nick Connor, Steve Fabry, Matt McCarroll, Dan Natchek, and George Schick all participated.

Secretary's Report (Dan Natchek reporting)

- Having been previously reviewed by email, the minutes were unanimously approved.

Treasurer's Report (Pat Boyer reporting)

- Current Balances:
 - \$15,012.44 - Checking Account Book balance as of 10/7/2020
 - \$14,216.03 - Money Market Balance as of 9/30/2020
 - **\$29,228.47 - Total**
- Last year:
 - \$ 4,489.77 - Checking Account book balance as of 10/7/2019
 - \$14,210.06 - Money Market Balance as of 9/30/2019
 - **\$17,699.83 - Total**
- In 2019 there was \$7,490 in extraordinary expense, for removal of willow trees and lawn mower repairs. Payroll hours in 2020 are down 300 hours year-to-date, which is about \$4,800 less in payroll expense. That pretty much explains the difference.
- Major expenditures since the last Board meeting:
 - \$1,496 - Annual Liability Insurance
 - 728 - Payroll expense
 - 431 - Initial new mower lease payment
 - **\$2,655 - Total** - but about another \$300 misc.

Architectural Control Committee (ACC) Report (Larry Acker reporting)

- One house is being repainted because of a wrong color choice, one house is installing a new roof, another has been approved for new siding.

Environmental Control Committee (ECC) Report (Nick Connor reporting)

- A new owner has offered to do grading and tree removal on the common grounds near their house. The Board agreed that this should not be allowed unless it is specifically authorized by the ECC. Liability issues also need to be considered.
- Nick and Pete Fantle will present the preliminary survey results at the Annual Meeting.
- \$1,500 for shoreline treatment of invasive species was approved.
- The ECC will obtain more estimates for removal of two willows at the east end of the lake. It was agreed that the proximity of these trees to the path poses a danger due to their dead limbs.
- The ECC is purchasing the trees that have been donated to date (the "Adopt a Tree" project). Trees will be planted this fall.

Old Business

- A letter will be sent to the homeowner that continues to have a non-working van parked in the driveway, in violation of the Covenants.
- The **dues situation** is unchanged from last Board meeting. No homeowner was more than 3 quarters past due at that time. First 4th quarter deposit should be in the bank account Monday Oct. 12, after the annual meeting. Please note that because **this year's annual meeting is approximately two weeks earlier** than last year's, we may not show quite as much income as last year due to currently unreceived payments of dues.

New Business

- Annual meeting
 - **Secretary's report** – owners will be reminded via email to review last year's Annual Meeting minutes on the website; a vote will be taken to accept last year's minutes.
 - **ECC Report** – Matt McCarroll will recap the year in review; Nick Connor will outline future plans.

Next Board Meeting Date – Will be determined by the new Board.

Adjourn – The meeting adjourned at 7:41 pm.

2019-2020 Lake Brittany Board					
Position	Name	Term	Phone	Cell Phone	E-mail
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