

MINUTES OF THE SECOND ANNUAL MEETING OF THE
TREE TOPS HOMEOWNERS ASSOCIATION

April 7, 2004

The second annual meeting of the Tree Tops Homeowners Association was held on April 7, 2004 at the Germantown Library. The meeting was called to order at 7:00 P.M. by Chuck Schiereck of Siepmann Realty Corp.

Chuck introduced the members of the current association board: Sheryl Daczka, Jean Hiller and Scott Stevlingson. Karen Siepmann from Siepmann Realty was also introduced.

Chuck Schiereck gave the developer's report. He said that as of now there are four lots still available in Tree Tops. The final lift of asphalt has been installed in the first two phases of Tree Tops and it will be up to the Village of Germantown when the final lift will go on Phases three and four. The large lot with the older house west of the entrance to Phase 4 will go on the market soon.

Chuck reminded everyone that they are required to install a specific post lamp and mailbox and that there are specified locations for those. The post, lamp and mailbox were purchased at the time the lot was purchased from the developer, so everyone should be in compliance with these items. The lot owner is responsible for their installation. The post office dictates the mailbox locations and that location can be obtained from the post office or Cedar Knoll Manufacturing (the mailbox supplier, 414-322-0613). The location for the post lamp is at the front lot line (that's about 16' behind the curb) and 8' from the house-side of the driveway. The post lamp, which is controlled by a photo cell, is to be on an unswitched circuit. Anyone whose lamp photocell is not operating can be fined \$10.00 per day by the Homeowner's Association. For those who have a defective photocell, call Craig Roble or John Carlson at Signature Lighting (262-542-2229).

Chuck also reminded everyone that major landscape features such as swimming pools, decks, fences, dog kennels and retaining walls require approval from Siepmann Realty prior to construction. Swimming pools must be in-ground. Fences must be of a decorative style and cannot fence in an entire yard. Chainlink and privacy fences are not allowed. Retaining walls must be built of natural materials such as stone, wood timbers or certain man-made products specifically approved in writing by Siepmann Realty. Lots should be sodded or seeded within one year of the start of construction. Silt fence should remain in place until seed or sod has been established.

The common area maintenance program was described. The majority of the homeowner's dues go toward common area maintenance. It includes regular mowing of the manicured lawn areas at the entrance and in the islands, mowing of the walking trails, mulching, edging, pruning and weeding of beds, fertilizing, spring and fall clean up of the common areas. Dave's Lawn Service has been hired for a 3 year term and is in its second

year. The common areas are meant to have tall grass growing in them. All lot owners should refrain from mowing into these areas.

Tree Tops storm water maintenance areas were also discussed. Three of these areas will have aeration that will be functioning this year. Water detention areas will be maintained on an as-needed basis by Marine Biochemists. Everyone in Tree Tops should use non-phosphorus lawn fertilizer on their yards. The Tree Tops water maintenance areas are part of the drainage system for the subdivision and whatever goes on yards will eventually find its way to the detention areas. Phosphorus is bad for water quality. Grass will be allowed to grow long around these water detention areas to help prevent run-off of silt and fertilizer into the water.

The proposed 2004 budget was presented and discussed. The major expense item is the common area maintenance program. Other items included in the budget are property and liability insurance for the association, electricity for lighting the entries and powering the aerators, repairs to the common areas, postage, printing and P.O. box, funds for a newsletter or directory, Capitol Reserve Fund and an annual picnic. A contingency fund is also included in the event that common area plantings need watering, or there are extra pond treatments or other unexpected expenses. After discussion the budget was unanimously adopted. Based upon the approved budget the 2004 association dues are \$250.00 per lot. Dues will be billed in April.

Clean up of the open space areas was also discussed. It is not part of Dave's Lawn Service contract to clean up the subdivision on a regular basis. It was decided that the homeowners should have a clean-up day twice a year. Maria McDermott (262-253-9127) volunteered to organize this event. She is looking for help.

The Homeowners Association committee members, who govern the Association, were elected last year for 1, 2 and 3 year terms. Scott Stevlinson had a one year term. Sheryl Daczka has one year left of her two year term and Jean Hiller, who is keeping the association's books, has two years remaining on her three year term. Nominations were requested for one position on the Association Committee. Doug Anderson was nominated for a three year term and unanimously elected for the stated term by those members in attendance.

Volunteers were also sought for other association activities. Roy Peterson volunteered to organize the picnic. He also said that his wife, Jeanie, will organize an entire subdivision spring rummage sale. Sheryl Daczka (262-502-0595 or 414-350-6402) will be the liaison between the Association and Dave's Lawn Service (open space landscape contractor) and Marine Biochemists (pond maintenance company). If anyone has concerns about these areas, contact Sheryl and she will get in touch with the appropriate company. Dave Schloesser (262-251-1713) volunteered to keep watch on the sport court and playground areas and will report any damage or repairs needs to the Association committee. It was suggested that there be a decorating committee to decorate the Tree Tops entries for holidays but no one volunteered. If anyone would like to do this, please call Siepmann Realty (262-650-9700). Joe Gioffre was volunteered (by

his wife) to set up a Tree Tops Homeowners Association web site. If someone would like to help with the website, contact Joe at 414-617-2400.

Several other items were also brought up:

*Siepmann Realty will continue to approve house plans, and all other plans for fences, decks, retaining walls, dog kennels, etc. even after all lots in Tree Tops are sold. The plans must be approved before construction is begun.

*A street sign for Rimrock Road was suggested for the intersection with Meadow Gate Ct. (near lots 104 and 105) because Rimrock is not clearly marked. Siepmann Realty will contact the Village.

*The Homeowners Association carries a \$1,000,000.00 liability insurance policy to cover the open space areas of Tree Tops.

*Any additional improvements to the common areas by the Homeowner's Association that cost \$5,000.00 or more must be approved by 80% of the homeowners. If the amount is less than \$5,000.00, the Association Committee has the power to make a decision on the item in question.

*The marketing signs at the entries to Tree Tops will probably remain up for awhile since Kings Way is still marketing house/lot packages in Tree Tops.

*There is no time limit for building on a lot in Tree Tops, except that, once you have begun building, the home must be finished within one year.

There being no further business the meeting was adjourned at 8:10 P.M.

Respectfully submitted,

Karen A. Siepmann