

Valley Ridge Homeowners Association Board Meeting

Minutes: June 15, 2017

Call to order: 7:03 pm at the Madison West Police Station

Board in Attendance: April McHugh, Craig Forbes, Paul Triege, Kevin Thompson, Catherine Faley, Shandar Hoagland (DSI Rep)

1. The Board introduced themselves to the attendees. Roll call was obtained via a sign in sheet.
2. Annual meeting minutes from June 2016 were made available to the attendees. All in attendance approved the minutes from June 2016.
3. Officer and committee reports:
 - a. Treasurer:
 - i. The checking account currently has a balance of \$61,350.00.
 - ii. Landscaping repairs have not been paid yet. About \$25,000 for landscaping will be paid.
 - iii. We have a large budget from the fence fund and as a reserve in case something comes up unexpectedly such as weather related damage.
 - iv. A question was asked if we have insurance for the fence? Shandar will check into it.
 - v. Repairs to the fence when a car hit it was paid by the driver not the Homeowners Association.
 - b. Architectural Review Board (ARB):
 - i. The job of the ARB is to make sure things look good. This helps keep up our property values and curb appeal.
 1. They give approval of any changes to fences, decks, patios, four season rooms, porches, etc.
 - a. Typically the ARB asks for 30 days to respond to changes. Usually the ARB will respond in less time.
 2. Homeowners must get building permits when needed for projects.
 - ii. Reach out to the ARB if you see noncompliance issues in the neighborhood. They will reach out to neighbors with phone calls, emails, or letters with deadlines to meet covenant requirements.
 - iii. Every other year ARB does a walk-through of Valley Ridge. They bring attention to things needing adjustment. Letters were sent in 2016.
 - iv. The ARB has received questions about colors for siding replacement/repair. Records are not kept by the ARB. It is the homeowner's responsibility to maintain records of house colors.
 1. If asked, the ARB can help with color questions.
 - v. The ARB asks homeowners to maintain their mailboxes, door trim, and exterior doors from fading.

1. Our website lists specific colors for mailbox posts and numbers .
 2. Exterior doors - please use common sense when changing door style or color. The color should blend with the house. The colors should fit within neighborhood color scheme.
 - a. No approval needed to add screen doors. Keep in mind storm doors can warp and melt exterior doors when the temperature gets too warm between the doors.
 - b. Get approval if you really want to be sure before purchasing or changing your door and/or color.
 - vi. The ARB will help with homeowner questions regarding landscaping issues such as lawn mowing and tree placement.
 - vii. Sheds in backyards are not in compliance with our covenants.
 - viii. Garbage cans cannot be left outside.
 - ix. An attendee asked about adding hand rails to the exterior of a house. Please submit plans to the ARB. The plan will not be denied but will have to meet material and color requirements.
 - x. Tree type and placement restrictions.
 1. Homeowners can choose what trees they would like.
 2. Use common sense for placement. Don't put a tree directly next to the foundation as roots will push into the foundation.
 3. Do not plant trees in terrace area (land between sidewalk and street) as it is city property. Homeowners may plant flowers around the mailbox.
 - xi. Rain water accumulating in back of house is a concern for some attendees.
 1. Each plot has a grading plan designed to get water out of yards. Any changes to landscaping anywhere can affect the drainage on the properties. Contact the ARB if this occurs on your lot.
 - xii. Are snow fences allowed? The board will follow-up with this question.
 - xiii. ARB email: ARB@valleyridgemadison.com
- c. Landscaping:
- i. An attendee commented the medians on Star Grass have been getting in the way of the homeowners getting in and out of their houses. Can anything be done?
 1. No. The Homeowners Association cannot change the medians. The city put them in. Contact the city of Madison engineering department with concerns about medians.
 - ii. An attendee commented that High Point Road and Starr Grass will become a bus route in the future, with a concern that buses might not fit.
 1. Buses will fit as middle school and high school buses drive through our neighborhood. There is no need to change corners, medians, etc.
 - iii. Snow plowing the streets is the city's responsibility. Homeowners must do their sidewalk and driveway.

- iv. The streets department is willing to come give a presentation about their plowing plan
 - 1. Valley Ridge is usually last to get plowed because we are a non-emergency route.
- 4. Elections:
 - a. April informed everyone that the four board positions are open for re-election each year ; president, secretary, treasurer, and architectural review board.
 - i. All current board members are willing to continue for another year. There was a unanimous vote in favor for all board members to continue.
 - 1. April McHugh as President.
 - 2. Catherine Faley as Secretary.
 - 3. Craig Forbes as Treasurer.
 - 4. Kevin Thompson and Paul Triege as Architectural Review Board.
- 5. Old Business:
 - a. Most landscaping is done along High Point Rd.
 - i. Original trees - many were dying and were removed and some replaced
 - ii. Medians are Valley Ridge responsibility- replacement of the plantings will occur soon
 - iii. The fence is Valley Ridge responsibility as well as the landscaping along High Point Rd.
 - iv. The park is the city's responsibility.
 - b. DSI - Reach out to Shandar with any questions.
 - i. The board has been happy with DSI as they have taken tedious burden off the board. The board can focus on board issues while DSI does the money collecting and other little jobs. The board continues to make decision, DSI does the busy, behind the scenes work for us.
- 6. New Business:
 - a. Biannual review of homes
 - i. The board will reevaluate a process for 2018 to make the review more consistent. The review notes houses that have things that need to be addressed such as the mailbox, shutters, and landscaping issues.
 - ii. The board will add frequently asked questions about architectural review to our website (now housed on DSI's webpage)
 - b. Alderperson Barbara McKinney was in attendance.
 - i. Please visit the city of Madison District 1 website for updates on community events (such as Westfest on 8/26/17) and other community information: www.cityofmadison.com/council/district1
 - ii. Do not hesitate to contact her with any concerns you have regarding your community: district1@cityofmadison.com, 266-4071
 - c. An attendee commented on the green space on High Point Rd. and Starr Grass Road that it is not looking good.
 - i. The green spaces in the city property. They mow it and maintain it. Please contact the city to report concerns.

- d. The retention pond and area around it is also the city's responsibility. Please contact the city to report concerns.
- e. Summer picnic on July 8, 5-7pm. Raindate July 9, 5-7pm. Bring your own food, blankets or chair. Dessert will be provided.
 - i. Perhaps if attendance is good, the board can organize a committee to plan activities for children.
 - 1. Any volunteers to be on a new social committee?
 - 2. Board will assist with communication of any planned events.
- f. Eagle Scout project in our neighborhood. The Scout plans to better our trail from our park to Elver Park trails. The scout will maintain the new trail.
- g. Garage sale weekend – the board will no longer plan a specific weekend for the sale, nor will they advertise a neighborhood sale. Little interest was shown on the Nextdoor.com poll and no interest indicated with attendees.

Meeting adjourned at 8:23pm.