

## Valley Ridge Homeowners Association Board Meeting

Minutes: June 10, 2018

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

Board in Attendance: Craig Forbes, Kevin Thompson, Catherine Faley, Shandar Hoagland (DSI Rep), Jesse Schreiner, Andy Schultz

- A. The Board introduced themselves to the attendees. Roll call was obtained via a sign in sheet.
- B. Annual meeting minutes from June 2017 were made available to the attendees. The board approved the minutes from June 2017.
- C. Officer and committee reports:
  - a. Treasurer:
    - i. The checking account currently has a balance of \$81,458.39.
    - ii. We have a large budget from the fence fund and as a reserve in case something comes up unexpectedly such as weather related damage.
    - iii. Any unused money will go to the fence and landscaping funds for tree/landscaping replacement and landscaping care of common areas (along High Point Road, roundabout, medians).
    - iv. Snow removal for Valley Ridge (along High Point Road) is paid by the Association with dues.
    - v. Is there a target amount for the landscaping fund? No. The Board will meet to determine a goal amount.
      1. A suggestion was made to reduce Association dues once the funds are at the goal amount.
    - vi. There are 409 homeowners in the Valley Ridge Neighborhood Association.
  - b. Architectural Review Board (ARB):
    - i. The job of the ARB is to make sure homes and properties are well maintained. 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.
      2. The ARB is group of volunteers that help where they can.
    - ii. Reach out to the ARB if you see noncompliance issues in the neighborhood. They will reach out neighbors with phone calls, emails, or letters with deadlines to meet covenants. Communication from the ARB draws attention to the covenants and city laws.
    - iii. Every other year that ARB does a walk-through of Valley Ridge. They bring attention to things needing adjustment.
    - iv. The ARB will help with homeowner questions/advice regarding landscaping issues such as lawn mowing and tree placement.

- v. A question was asked if new home owners receive a copy of the VR covenants.
  - 1. Yes. The covenants should be included in the paperwork you get when you purchase the property. It's the realtor's responsibility to give out the covenants
  - 2. The Board is not involved with new home owners before purchase. The Board is notified after a home purchase is made.
  - 3. Covenants can be found online on the VR website. The board will make the link more obvious.
  - 4. It was discussed that the covenants link will be shared in the annual dues letter.
    - a. It was discussed that the board send out a seasonal email or letter to share what is expected of homeowners regarding property maintenance (tips) for the upcoming season. For example, what is expected for leaf and brush care, snow removal, etc.
- vi. A question was asked about who to contact regarding cars that have been sitting in driveways not being used for long periods of time.
  - 1. Contact the board President, ARB, and/or Shandar (DSI).
  - 2. Section B Number 5 in the covenants comments on this topic.
- vii. A question was asked if the VR covenants can be amended. (Some residents would like a shed in their yard.)
  - 1. The covenants are state and city/county legal documents.
  - 2. Section D Number 4 in the covenants comments on this topic.
  - 3. The Association might need legal guidance on how to proceed.
  - 4. Sheds in backyards are not in compliance with our covenants.
- viii. A question was asked if flowers can be planted on the terrace (land between sidewalk and street). It is city property. Homeowners may plant flowers around the mailbox.
- ix. ARB email: [ARB@valleyridgemadison.com](mailto:ARB@valleyridgemadison.com)
- x. City tree/brush pickup is posted on the City of Madison website.

#### D. Elections:

- a. There are four board positions available; president, secretary, treasurer, and architectural review board.
- b. The President position is open and needs to be filled. April is no longer able to fill the position due to health reasons.
  - i. DSI does most of the work with day to day decisions.
  - ii. The President is the primary contact for DSI.
  - iii. The President helps decide on contracts for snow removal and landscaping.

- iv. The President would be the final/tie breaker decision maker.
  - c. The Secretary, Treasurer, and ARB current board members are willing to continue for another year. There was no opposition for the members to continue.
    - i. President position is open.
    - ii. Catherine Faley as Secretary.
    - iii. Craig Forbes as Treasurer.
    - iv. Kevin Thompson, Paul Triege, and Jesse Schreiner as Architectural Review Board.
  - d. The President position will remain open for now. An email will be sent to all homeowners asking for a volunteer.
- E. New Business:
  - a. Alderperson Barbara McKinney was in attendance.
    - i. Please visit the city of Madison District 1 website for updates on community events and other community information: [www.cityofmadison.com/council/district1](http://www.cityofmadison.com/council/district1)
    - ii. Do not hesitate to contact her with any concerns you have regarding your community: [district1@cityofmadison.com](mailto:district1@cityofmadison.com), 266-4071
    - iii. Please be sure to lock your car doors and close your garage doors to help keep burglaries at a minimum.
  - b. An attendee expressed an interest in making part of the park a dog park.
    - i. The city must make this decision as it's a city park.
    - ii. Dane County funds the dog parks.
      - 1. It's a long process.
      - 2. It was mentioned that the city does not want to convert park space to dog park space.
    - iii. Contact the City of Madison Parks Department if this topic interests you.
  - c. An attendee, also a police officer, wanted to bring awareness to home burglaries.
    - i. Please lock your cars.
      - 1. Unlocked cars give easy access to your garage and house.
    - ii. Exterior lights should be on.
    - iii. Know your neighbors and watch out for each other.
  - d. If you notice street lights out, contact the City of Madison. There is a link for street light repair. You can also contact Shandar.
  - e. An attendee commented that early on Saturday mornings there is a group of people playing in the basketball court and being very loud.
    - i. They might not live in the neighborhood as there are many cars.
    - ii. Contact the City if the noise is concern to you.
  - f. An attendee would like to know the cost of the fence per liner foot.
    - i. The total cost was \$186,000 for the entire project (removal of the old fence and installation of the new).
    - ii. Total length of the fence is approx. 3,300 ft.
    - iii. Approximate price per lineal foot: \$56.36

- iv. The other bids ranged from \$36.67 (Action Fence) - \$58.64 (Struck & Irwin)
  - 1. The low bid was non-decorative and only used steel posts. Simmons Fence installed steel posts with concrete footings and horizontal rebar to prevent frost heave. Simmons provided a 10-year warranty on labor vs. 2 year.
- v. Years ago, before the fence was replaced, homeowners were invited to a feedback session at the Lussier Community Center where sample fence sections were on display from Simmons and Action Fence. The Board, with input from homeowners who attended the feedback session, decided that the visual appearance, quality of materials, installation method, and warranty proposed by Simmons fence were in the best interests of homeowners longer term.

Meeting adjourned at 6:52pm.