

Misty Valley Homeowners Association

2018 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: April 16, 2018

Location: Northside Elementary

Meeting Called by: Misty Valley HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Jen Mroch

- A. Roll Call: Obtained via sign-in sheet
- a. Introduction of current HOA Board: John Finkler, Tony Baize, Jen Mroch, Joe Heck (ACC member); missing ACC board members - Ben Schlichting & Kristen Beshay
- B. Proof of Notice of Meeting:
If we had everyone's email then we can save on mailings.
- C. Reading of minutes of prior meetings
- Current board did not have any official meetings but worked together addressing issues via email.
- D. Officers Report
- There are currently 6 homes that are delinquent in association dues. In May, lien letters will be sent to these 6 homes. Shandar and DSI files liens against the property.
- E. Committee Reports
- ACC has not had any official meetings and do not plan to do so in the future.
- F. Elections
- All 3 current board members will be leaving the board. There are 2 new board members. Another board member needs to be elected.
- G. Unfinished Business
- The southern portion of the neighborhood would like to be removed from the HOA. However there needs to be City of Middleton Approval and at least 51% of the current members of the HOA (each household holds 1 vote regardless of the number of residents. The apartment complex in its entirety - Middleton Ridge Apartments also has 1 vote.) In addition, any legal fees will need to be paid for by the southern portion of the neighborhood. Tony Baize reported that when a group last year pursued this option, they decided that the cost were too high. Another group can pursue this option; however, HOA funds can not be used due to conflict of interest.
 - Dog Poop - from last year's discussion, the city did install more animal waste stations near the apartment building. There continues to be poop along the walking path that connects Caneel & Misty Valley. However, it's on city property and the HOA can not do anything about it.
- H. New Business
- When will Belle Fountain continue to Parameter? A resident asked a city official and found out that it will not happen for at least 10 years from now.

- The HOA currently pays for Snow Removal and Mowing along lots 233-236 and 265-267. All houses with backyards on High Road. This is private property and not common property. The board would like to discontinue paying for the maintenance with HOA funds. We ask if anyone objects. No one did. The HOA board will contact the owners and let them know that snow removal and mowing will no longer be contracted through the HOA and that it is now owner responsibility.
- Who decided to continue DSI management contract? The current HOA board did continue. We did conduct some comparison shopping and decided that DSI's price was fair. A resident asked what exactly the HOA received for DSI services. The following list is what we pay for DSI services.
 - What DSI Does...
 - 1) Follow requirements and procedures set out in the Bylaws.
 - 2) Hold annual meetings.
 - 3) Send/prepare all paperwork for the Association.
 - 4) Keep roster of current homeowners & incorporate all new sales.
 - 5) Prepare an Operating Budget annually.
 - 6) Accounts Receivable. (This includes offering online payment options. Also includes filing liens for unpaid dues as needed.)
 - 7) Maintain Accounts of Association Funds.
 - 8) Accounts Payable.
 - 9) Maintain Current Books and Records.
 - 10) Submit Annual Reports to WDFI.
 - 11) Available for any homeowner inquiry calls/concerns.
 - 12) Enter into contracts for utility maintenance, trash removal, etc..
 - 13) Solicit bids annually.
 - 14) Regularly inspect neighborhoods to determine any physical improvements and maintenance needed.
 - 15) Oversee the employ and performance of all sub-contractors required for neighborhood operation.
 - 16) Maintain/Obtain insurance.
 - 17) Work with Board of Directors.
 - 18) Provide neighborhood information on DSI website.

A new board is welcome to complete these tasks without DSI management. However, the current board decided to retain DSI services.

- Can we ask the apartment buildings pay for more than 1 household's worth of dues? Yes, DSI will ask the apartment owner.
- There is water that accumulates on the sidewalk between lots 127-128. The homeowners have contacted the city and the city recommended that the homeowners regrade their terrace lawn. The homeowners asked if the HOA will pay for the repairs. The HOA will not; it is the homeowner's responsibility. The homeowners asked if the landscaping needs to be approved the ACC. Yes, the ACC will need to approve the landscaping.

- A homeowner asked when will High Road be paved? The portion of High Road that is adjacent to the neighborhood is Town of Springfield jurisdiction.
- Shandar recommended that the HOA set up a budget category for capital improvements since the alleys will eventually need to be resurfaced in 10-15 years.