

Birchwood Point Homeowners Association

2019 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: February 18th, 6:00 pm

Location: District 12 Fire Station

Meeting Called by: Birchwood Point HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Anne Olson

Attendees: Please see Sign in Sheet

Agenda:

A) Roll Call

- a. Proof of attendance reached via sign in sheet
- b. Introduction of Shandar with DSI Real Estate Group

B) Reading of Minutes of the last Meeting

- a. 2018 meeting minutes were provided for review and approval.
The minutes were approved by attendees.

C) Consideration of Communications

- a. Shandar presented the original letter that was mailed to all homeowners

D) Resignations & Elections

- a. None at this time

E) Reports of Officers & Employees

- a. None at this time

F) Reports of Committees

- a. None at this time

G) Unfinished Business

- Q: The street sign is still crooked (in notes from last year). When will this be repaired?
A: Shandar will contact the land department to find out.

H) Original Resolutions & New Business

- Q: People that live in the apartments smoke in front of the curb, by the mailboxes and retention pond. How can we alleviate this issue?
A: Shandar will reach out to the Property Manager to solve this issue.
- Q: The street near the mailboxes is very dark. Can we add street lights?
A: Shandar will talk to Veridian. Maybe HOA can reach out to the Alder person.
- Q: There is a tree down in the median. Can this be taken care of?
A: Yes, it is on the agenda for spring.
- Q: Have you heard anything about any improvements to Mineral Point Road?
A: I have not. Try checking the City Engineers Webpage. Sometimes they post future projects.
- Q: Do you know if there will be anymore school bus stops added?
A: Unsure at this time. I suggest reaching out to the alder person or go to a city council meeting.

- Q: Why is the HOA meeting only held one time per year?
A: It is due to the way the covenants are written. Please feel free to reach out to Shandar at any time with questions or concerns between meetings.
- Q: Do the HOA dues increase every year?
A: Potentially. It depends on the phasing, budgets, expenses, snow removal/lawn care for the year.
- Q: How many phases for Birchwood South?
A: Initially 3, but it depends on sales.
- Q: Where is the drop off site for lawn care clean-up? Is it here? The other side of Verona? It gets confusing because we are in the city of Madison.
A: Shandar will talk to Veridian to get a clear answer.
- Q: Can we add more mowing's?
A: Our vendor is out weekly. They are only out every other week at the park. Shandar has been in constant contact with them. We did have a lot of rain last summer, but they should not have missed any mowing's. Shandar will look into this.
- Q: What areas does the city take care for snow removal?
A: The city takes care of the carriage lanes and city streets. The HOA maintains ¾ of the sidewalk around the park, outlot #3 and near the entry sign.
- Q: What timeframe does the city have to clear the snow?
A: The city has 24 hours to clear the snow. If it is more than 24 hours then you can "report a problem" on the city's website.
- Q: Is there a way for the HOA to help plow Shady Birch Trail?
A: Our contractors cannot plow city streets due to city regulations. We can put in a report to the city about that area not being plowed.
- Q: It is very icy near the CBU's. The mailboxes also freeze and we are unable to retrieve mail.
A: Shandar will contact snow vendor for the ice since the HOA is responsible for the CBU snow removal. Shandar and Veridian are working to resolve the issue with the CBU's freezing. Maybe install a shelter over the units? Please contact Shandar with any issues.
- Q: Did Veridian make the decision to install Cluster Box Units?
A: No, the post office made the decision to transition from traditional mailboxes to the CBU's.
- Q: Why did the management fee for 2018 double?
A: Pricing is based on amount of homes in the neighborhood. I believe there were 75 homes last season.
- Q: Why were we not notified that the HOA was expanding?
A: In the covenants it states that the HOA does not need to be notified if the neighborhood is expanding. Shandar will talk to Veridian and see if a better system can be out into place.
- Q: Where do we go to vote?
A: based on a google search, you would vote here; Coventry Village
7707 N Brookline Dr, Madison.

- Q: When will the newer streets be added to google maps?
A: Veridian is working on adding them.
- Q: How often are the neighborhoods toured to ensure all of the rules are being followed?
A: Shandar tours the neighborhoods once a month. Please reach out to Shandar if you have a concern.
- Q: How do you communicate with homeowners?
A: Via mail. We are looking to add everyone's email and phone number.
- Q: How long does it take to get ACC approval?
A: Usually 30 days.
- Q: A mailbox was damaged last month. I went to city and they said it was improperly installed. Where does Veridian stand on repairing?
A: Please contact Veridian directly on this.
- Q: Can more pet waste stations be added near the parks?
A: We are working on getting the city's approval, hopefully by spring. We need their permission because the parks are city owned.
- Q: How often are the garbage cans emptied?
A: Our maintenance staff empties them weekly.
- Q: Can additional garbage cans be added further back in the development, near the greenspace?
A: The city of Madison owns all of the city greenspaces. We would need to have the city's approval to add in this area. We may be able to add additional garbage and pet waste stations near the CBU's.
- Q: When does the park turn over to the city to maintain instead of the HOA?
A: Most likely it will be turned over in the summer of 2020. If the City accepts it.
- Q: Where can we view the meeting minutes?
A: The DSI website will have all of the minutes and other documents. Shandar will email homeowners when the website is complete (currently in development).

I) Adjournment

a. Note Time of Adjournment; 6:48pm