

100 River Place Suite 1, Madison WI 53716
www.valleyridgemadison.com

2020 Valley Ridge Homeowners Association Meeting Minutes

July 8, 2020

Call to order: 7:05 pm via Microsoft Teams meeting

Board Members in Attendance: Mike Longworth, Craig Forbes, Kevin Thompson, Jesse Schreiner, Paul Treige. DSI Representative Shandar Hoagland.

1. Mike Longworth (President) introduced the Board members to the attendees. Roll call was obtained via Microsoft Teams sign-in. There were 30 attendees including presenters.
2. Reading of Minutes of the last meeting
 - a. Annual meeting minutes from June 2019 were made available to the attendees in advance via email.
3. Report of Officers and Employees
 - a. Summary of 2019 spending vs. budget
 - i. Budget vs Actual document was mailed along with the meeting notice. Our expenses came in under our budgeted amount. We collected \$57,260 for dues, \$112.02 for interest income and \$420 for late fees (\$57,792.02). Our expenses were \$55,240.26. Income minus expenses equals a surplus of \$2,551.76:

Dues	\$57,260.00
Interest Income	\$112.02
Late Fee Income	\$420.00
Total Income	\$57,792.02
Expenses	-\$55,240.26
2019 Surplus	\$2,551.76

- ii. This surplus amount will remain in the operating account to be used for operating expenses. If still available after year end, this will be used to offset expenses in 2021.
 - iii. Most of the expenses came in close to the budgeted amount. The overall Landscape Maintenance budget was under budget by about \$1,600. We had some landscaping work done and utilized the Misc. line item to cover that expense.
 - b. 2020 Budget

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- i. As indicated in the December letter to owners, the budget increased 5.7% over the prior year. The increase was primarily attributed to anticipated landscaping cost.
 - 1. Admin, M&R and Utilities flat or slightly up from 2019
 - 2. Landscaping budget (incl snow removal) up approx. \$5K
 - ii. Current status of spending to budget through five months.
 - 1. Admin & insurance OK
 - 2. Negotiated a \$2.5K savings for landscape maintenance with EC3. Landscaping is currently under budget but no action taken on plantings as of yet.
 - 3. Snow removal \$5K of \$8.3K spent with Nov & Dec to go
 - 4. M&R – no significant spending as of yet
 - 5. Utilities close or slightly up
 - 6. Operating reserve not touched as of yet
- c. Reserve fund update
 - i. Currently the Reserve Fence Fund holds \$81,790.98 in an interest bearing account. These funds are earmarked for fence replacement in the future.
 - ii. We continue to accrue at the rate \$28 per household per year. Based on 409 homes an additional \$11,500 will be added at year-end.
 - iii. Note but not discussed in detail:
 - 1. We have a 10-year labor and 30-year materials warranty.
 - 2. The Board will look at the fence at the 10-year mark to see how it looks.
 - 3. Simmons Fence installed the fence in fall of 2013.
 - 4. We have money in the budget for minor fence repairs.
- d. Delinquencies
 - i. As of July 8 there were 20 homes that had a balance due of over \$50; this number is down from last year when we had 32 owners that had not yet paid. Our next step is to send a certified letter to each delinquent owner letting them know that if payment is not made in 10 days, we will file a lien on the property. This lien will only be removed once payment is made in full. The owners will not be able to refinance or sell until the lien is removed.
 - ii. At the end of 2019, we only had 7 owners that did not pay their dues, and liens were filed on all 7.

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4. Reports of Committees

a. Landscaping update

- i. A one-year contract was signed with a new contractor (EC3) for snow 2019-20 snow removal. Performance for snow removal was adequate.
- ii. The Board also signed a one-year contract for 2020 with EC3 for mowing and fertilization of the common areas. Performance for these landscaping services so far has not met our expectations. We will continue to communicate with EC3 for improvements and will make contract 2021 contract decisions in the fall.
- iii. Other landscaping projects
 1. Fertilizing trees – we will have EC3 fertilize the pine trees along the High Point fence line in hopes of improving their health.
 2. Pressure wash fence – EC3 will be cleaning the green algae/mildew from affected areas of the High Point fence for a reasonable cost.
 3. Repairs / replace plastic edging – the Board will be deciding on what action to take with deteriorating landscape edging along the High Point fence line.
- iv. Questions related to common area landscaping can be directed to bod@valleyridgemadison.com.
- v. Ash tree replacement update
 1. Although some limited number of trees have been replaced there are still many to still be replaced in our neighborhood.
 2. The spring planting season was delayed due to the Coronavirus pandemic and specifically the need to have arborists working in close proximity to one another.
 3. The City plans to complete the planting this fall beginning sometime in August. This is contingent on many things of course but the trees are in their yard and they want them in the ground as opposed to dying in the yard over the winter. <https://www.cityofmadison.com/streets/forestry/eab/eabplan.cfm>

b. Property reviews

- i. Architectural Control Committee (ACC) / Architectural Review Board (ARB) contact information: arb@valleyridgemadison.com
 1. The job of the ACC/ARB is to make sure homes and properties are well maintained. This helps keep up our property values and curb appeal.
- ii. The ACC is taking proactive measures to encourage homeowners to upkeep the exterior of their home for curb appeal.

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1. Fall and spring newsletters were sent out.
 - a. Homeowner maintenance tips are included in each newsletter.
 - b. A request was made for volunteers to write seasonal newsletters.
2. Common issues were summarized.
 - a. Landscaping related:
 - i. Overgrowth in and around landscape beds
 - ii. Unmaintained lawn
 - iii. Excessive weeds
 - iv. Lack of landscaping
 - v. Dead/dying trees/shrubs
 - b. Exterior surfaces
 - i. Mailbox and post condition
 - ii. Front door paint
 - iii. Peeling trim paint
 - iv. Siding mildew
3. Newsletters and other homeowner resources are available on the Valley Ridge website:
<https://www.dsirealestate.com/hoa/valley-ridge/documents/>
- iii. The ACC responds to homeowners and aims to be proactive with information to homeowners on how to enhance and maintain properties. We will help with issues between neighbors as much we can. We will often refer homeowners to the city of Madison website to help with issues.
<https://www.cityofmadison.com/services>
- iv. ACC approval procedure
 1. Homeowners should contact DSI to begin the process of getting approval for updates such as, fences, patios, concrete issues, door colors, additions, siding, storm doors, satellite dishes, remodeling, etc.
https://www.dsirealestate.com/wp-content/uploads/2019/04/acc_approval_process_and_application-2019-ML-revised.pdf
 2. Valley Ridge does have deed restrictions (Covenants)
 - a. Every home should have received a copy at closing.
 - b. The covenants and other useful documents are also available on our website
<http://valleyridgemadison.com>
 3. If an ACC request is trying to improve the look of the home, it will most likely be approved.
 4. The ACC is now approving vinyl as a fence material.

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5. Most often the City of Madison will require a permit and the ACC will request a copy before work is approved and can begin.
6. If homeowners are concerned about changes that a neighbor is making could affect their property, contact the City of Madison. <https://www.cityofmadison.com/services>
- v. Solar panel programs
 1. Board member, Jesse Schreiner summarized his experience getting solar panels installed on his home in spring 2020.
 - a. Process started by meeting with the salesman, who emphasizes to buy power, not rent from power utility. I chose because of financial benefits, my wife wanted to do it to help us use more sustainable energy.
 - b. We provide them with annual usage (our HOA power provider is Alliant). You can get all the info from their website. The solar installer then provides a size based on usage.
 - c. When picking solar installers:
 - i. Look at their warranty. Ours was 25 yrs, bumper to bumper and our installer also included a one-time remove and replace, should you want to replace your shingles.
 - ii. Do they provide financing?
 - iii. What is their system and technology? Can you increase your system later by adding on, or do you have to start all over again?
 - d. Financing: Cash, then HELOC, then look for a loan. Likely the order for getting the best rates.
 - e. Required Approvals: Will need City and HOA. Most installers should take care of the submittals and approval process
 - f. Tax Rebates: Fed rebates started phasing out this year. Was 30%, 2020 is 26%, and reduces by 4% each year going forward. State is up to 12% back. In all, we saved a 3rd of the initial cost.
 - g. Installation: Took half a day to install. Then utility comes in and turns it on and it's running.
 2. Happy to discuss with any HOA residents if they want to hear more details.
5. Unfinished Business
 - a. No items discussed here.
6. Resignations and Elections

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- a. There are four Board positions available; President, Secretary, Treasurer, and Architectural Control Committee.
 - i. President – Mike Longworth has agreed to continue for another year.
 - ii. Treasurer – Craig Forbes has agreed to continue for another year.
 - iii. Secretary – Kevin Thompson has agreed to continue for another year.
 - iv. Board Member At-Large position – Jesse Schreiner has agreed to continue for another year.
 - v. Architectural Control – Paul Treige has agreed to continue for another year.
 - b. The Board is seeking new volunteer members. If you want to be involved in any way please contact the Board.
7. Original Resolutions and New Business
- a. What is the HOA responsible for?
 - i. Common property such as the High Point fence, landscaping, and sidewalks, median strips, and the traffic circle within Valley Ridge
 - ii. The City of Madison is responsible for the Valley Ridge park, sidewalks along the park, street lights, and plowing our streets.
 - b. West Police District Captain Tim Patton attended and spoke.
 - i. Provided summary of crime statistics for our area.
 1. There has been an increase in crime on Sunday nights, going into Monday morning.
 2. Significant increase in theft from autos in month of May for the west district; very little is forced entry.
 3. Significant increase in property crime compared to 3-year average.
 4. Significant increase in gun violence city-wide.
 5. Emphasized the impact of 5% cut in all operating budgets.
 - a. Handling more cases by phone due to COVID changes.
 - b. Discretionary resources had been pulled away due to protests and other COVID-related impacts.
 - ii. What should we do if we see suspicious cars lingering in Valley Ridge?
 1. Send information/photos to the police for them to just know about it. They'll look into it and if requested will follow up with the homeowner.
 2. TPatton@cityofmadison.com or 608-243-0503
 - c. Alderwoman Barbara McKinney was in attendance and spoke.

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- i. Barbara has been was first elected Alder for District 1 (our district) in 2015. This is a part time position requiring a full time commitment.
- ii. The role of Alder is to speak to and hear from constituents their concerns and take them back to the City Council to assist with policy making. These may include crime or new developments, etc.
- iii. There are about 20 aldermanic districts in the city with 10-12,000 residents in each.
- iv. The Mayor has asked the Police Dept. to make a Police Chief hiring recommendation within 90 days.
- v. The Mayor has indicated a roughly \$30MM budget shortfall and has directed all departments including the police to reduce their budgets by 5%.
- vi. There are many courageous conversations and initiatives going on city wide.
- vii. Public health mandate for the Mask Up initiative for COVID-19 response is to be effective Monday, July 13th.
- viii. Alder McKinney works for us to advocate for the needs of her district and inform constituents of relevant news. Do not hesitate to contact her with any concerns you have regarding your community: district1@cityofmadison.com, 608-266-4071.

8. Adjournment at 8:23 pm.