

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

2023 Valley Ridge HOA Annual Meeting | June 20, 2023

HOA Board of Directors in attendance: Mike Longworth, Kevin Thompson, Craig Forbes, Shandar Hoagland (DSI representative). Absent: Paul Treige

Homeowners in attendance (less Board members): 21; **Guests speaker in attendance:** None

Call to order at 6:33 pm on June 20, 2023 via Microsoft Teams.

1. Welcome and introduction of DSI Real Estate Group by Shandar Hoagland (HOA Manager: shoagland@dsirealestate.com).
 - a. DSI is responsible for:
 - Collecting dues and manage the HOA's financials.
 - Communicating with homeowners.
 - Assisting with vendor selection and follow up with vendor issues.
 - Issuing purchase orders or work orders to vendors.
2. Mike Longworth (President) reiterated that the HOA Board is comprised of volunteers and strives to uphold the following Mission Statement:
 - a. Preserve and protect the appearance and value of properties.
 - b. Maintain and enforce the neighborhood Covenants.
 - c. Maintain and improve the Association's common areas of our neighborhood.
 - d. Help develop and foster a healthy community environment.
 - e. Provide for an open and transparent communication of budgeting and spending of the Association's funds.
3. Roll Call and Introduction of Board members
In addition to the Board and speakers there were 21 homeowners in attendance. The meeting was captured via MS-Teams recording for note-taking.
 - Mike Longworth – President
 - Craig Forbes – Treasurer
 - Kevin Thompson – Secretary
 - Paul Treige – ACC
4. Alderwoman and neighbor Barbara Harrington-McKinney was unable to attend but provided a summary of updates in writing, which were summarized by President, Mike Longworth. Please see addendum for complete comments submitted for the VRHOA meeting.
Contact info: 608-228-8683; district1@cityofmadison.com

Our neighborhood was affected by redistricting. Those living on the east side of High Point Rd are represented by Barbara Harrington-McKinney, District 20; those on the west side are now in District 1, represented by John W. Duncan.

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5. Reading of Minutes of Prior Meeting
 Attendees were asked to review in advance of meeting from the [DSI Valley Ridge website](#).
6. Reports of Officers and Employees
 - a. **2022 Financial Report (Mike)**

The 2022 financial report was displayed in the presentation as shown and summarized by President Mike Longworth. We came in under budget. No extraordinary expenses throughout the year. Landscaping maintenance came in under \$10,000. Landscaping improvements: \$4,584, slightly over budget. We had one tree removal. Snow removal was over budget by \$2,614. We will be concluding the last of a 3-year contract with Olson Toon Landscaping and are looking to renew. We've accumulated enough fence parts to repair 3 sections of the High Point Road fence, if needed. We are storing the parts at a cost of approximately \$975/year. Storage allows us to expedite repairs. \$12,655 was added to the fence accrual.

<u>Account</u>	<u>2022 Budget</u>	<u>2022 Actual</u>	<u>Comments</u>
Management Fees	15,000		
<i>DSI</i>		14,508	
<i>Postage & Misc</i>	1,000	600	
Landscaping			
<i>Maintenance Mowing</i>	12,000	7,287	
<i>Fertilization and Weed Control</i>		3,191	
Landscaping Improvements	4,000	4,584	
Snow Removal	7,000	9,614	
Insurance	2,600	2,470	
<i>Insurance Recovery HPR Fence Damage</i>		-3,471	Insurance recovery from prior year damage.
Maintenance and Repair	2,500		
<i>Fence Repairs</i>		842	
<i>Storage of Spare Fence Components</i>		975	
<i>Professional Fees</i>	400	350	
<i>Misc. Bank Charges, Annual Report, Tax Prep</i>			
Utilities			
<i>Electric</i>	1,000	863	
<i>Water & Sewer</i>	400	390	
<i>Misc. (reserve for current year)</i>	4,000	0	
<i>Accrual for Fence Replacement</i>	11,500	12,655	2022 year end balance of \$107,218
Total	61,400	54,858	

Number of Homeowners	409
Homeowner Assessment	\$150.12
Dues Income	\$61,350.00
Interest Income	\$66.56
Late Fee Income	\$525.00
Total Projected Income	\$61,941.56
Total Expenses	-\$54,858.00
Year End Surplus	\$7,083.56

b. Summary of Fence Reserve Update slide:

Discussion about moving a significant amount of fence reserve in a short term CD to earn a higher rate of interest, leaving some funds in liquid account for emergency access. The Board plans to contact Simmons Fence in Janesville to inquire about the current estimated fence replacement costs to see if we are on track for saving.

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c. 2023 Budget vs. YTD Spending (Shandar)

The financial summary was displayed in the presentation and summarized by Shandar Hoagland (DSI). As of June 6, \$23,217.79 YTD spending. We are significantly over spent on snow removal YTD due to several late-season snow falls.

<i>Account</i>	<i>2023 Budget</i>	<i>2023 YTD Expenses</i>
Management Fees	\$15,000.00	\$6,045.00
<i>DSI</i>		
Postage & Misc	\$700.00	\$47.46
Landscaping		
Maintenance Mowing	\$12,000.00	\$886.20
Fertilization and Weed Control		\$501.13
Landscaping Improvements*	\$8,000.00	\$0.00
Snow Removal	\$7,500.00	\$11,821.00
Insurance	\$2,600.00	\$2,617.00
Maintenance and Repair*	\$2,500.00	\$110.00
Fence Repairs		
Storage of Spare Fence Components	\$1,080.00	\$392.00
Professional Fees	\$750.00	
Misc. Bank Charges, Annual Report, Tax Prep		\$318.07
Utilities		
Electric	\$1,100.00	\$347.97
Water & Sewer	\$600.00	\$131.96
Misc. (reserve for current year)	\$2,300.00	
Accrual for Fence Replacement	\$11,500.00	
Total	\$65,630.00	\$23,217.79

d. Fence Reserve Update

\$12,655.15 was added to the replacement fence accrual fund, bringing the expected 2022 year-end balance to \$107,218.15. The current fence was installed in 2015 at a cost of \$186K. The fence has a 10-year warranty on labor and 30-year warranty on materials. We will evaluate our plan in 2025 to confirm our projections are realistic to labor and material cost realities. We are exploring options for moving some of the reserve funds into higher-interest-paying options, while still maintaining a portion in the current liquid account.

e. Delinquency Report

17 currently past due, representing \$4,265.28 in outstanding dues. Liens will be filed for any outstanding non-payments by end of June. Lien would need to be satisfied for refinancing or selling one's home. If you are unsure if your dues are paid, please reach out to shoagland@dsirealestate.com.

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f. Architectural Control Report

We are going to wait out the drought vs. spending on watering. No planting planned until fall, if any. Some removal of dead/dying shrubs is planned with Olson Toon Landscaping.

- *Mailbox post program:* Auburn Ridge is the developer of the mailposts and we have worked out a volume discount: \$320 for the post itself + mailbox + delivery and installation for a total replacement cost of ~\$400 with all components included. June 30th will be the final cutoff date for those interested. We currently have 22 homes interested. Contact Shandar Hoagland if interested.
- *Review of the ACC Postcard:* We continue to use a simple post-card mailing to notify homeowners of common landscaping and home maintenance issues. Homeowners are asked to remedy issues if you receive one.

The Valley Ridge Architectural Control Committee is requesting the following improvements be made to your property.			
Landscaping Maintenance:			
<input type="checkbox"/>	Grass not mowed and trimmed		
<input type="checkbox"/>	Weeds in the lawn, landscape beds, and / or driveway		
<input type="checkbox"/>	Dead plantings or trees		
Home Maintenance:			
<input type="checkbox"/>	Deteriorated mailbox and / or post condition		
<input type="checkbox"/>	Algae and / or mildew on house siding		
<input type="checkbox"/>	Wood trim in need of repair and / or paint		
<input type="checkbox"/>	Front door and / or garage door in need of repair or paint		
Please arrange to remedy the checked items as soon as possible so as to be in compliance with the relevant Covenants and Restrictions.			
<input type="checkbox"/>	1 st Request	<input type="checkbox"/>	2 nd Request
<input type="checkbox"/>		<input type="checkbox"/>	3 rd Request

QUESTION: Enforcement of the Covenants for mailboxes. **A:** We have sent violation letters and postcards and many problem posts will be getting replaced.

7. Unfinished Business
None

8. Resignations & Elections
Summary of possibilities for new Board positions. Differences were summarized between the focus areas of a Home Owner Association (HOA) and a Neighborhood Association.

The 2022 Board members will continue for another year. The Board is looking for volunteers to fill potential at-large (non-voting) positions. We would like to have volunteers from the west side of the neighborhood, as current members are all on the east side.

Zhiping Xiao expressed interest in joining the Board, but would not be able to attend in person.

Please submit your interest to Shandar Hoagland (shoagland@dsirealestate.com) at DSI and include your area of interest and any relevant experience.

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9. Original Resolutions & New Business

We plan to stop sending general mail and other notices via US Mail and switch to email. Log into [Tenant Web Access](#) (dsirealestate.com) to update your contact information, or contact Shandar Hoagland to provide your contact information.

10. Open Forum for Q&A

QUESTION: Christina Smith-Wilkie – How do we monitor those who lease properties?

A: The number of unrelated members in a household is a City ordinance. We keep track of rental properties in terms of who needs to receive invoices and notices.

Action item noted to follow up with Paul if Building Inspection & Code Enforcement is the governing body for this. Also confirm that AirBNB/VRBOs need to be registered with the City.

Survey will be sent by DSI to participants for feedback.

Adjournment at 7:18 PM.

Please do not hesitate to reach out if you need anything!

Board of Directors bod@valleyridgemadison.com

Architectural Control Committee (ACC) arb@valleyridgemadison.com

Shandar Hoagland shoagland@dsirealestate.com

DSI Real Estate Group Website <https://www.dsirealestate.com>

Phone Number 608.226.3060

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Excerpted Addendum: Barbara McKinney Comments for VRHOA Meeting

PLANNING COMMISSION MEETING - MONDAY, JUNE 12, 5:00 p.m.

HOPE AND A FUTURE (HAAF). This property was attached to the City of Madison from the Town of Middleton effective March 13, 2023, petition filed December 8, 2023. 1115 S. High Point Road (formerly 3400 High Point Road).

Zoning Map Amendment and Conditional Use(s)

There have been four neighborhood meetings to present, review & discuss the project, as well as the project modifications to the HAAF expansion, applicable regulations, standards, zoning petitions and clarifications for the proposed expansion of the existing adult family home to include 19 apartments and multi-generational daycare to be located in a two-story wing, added to the east side of the existing two-story residence, street level and underground parking.

WATCH THE MEETING:

Madison City Channel website:

<https://media.cityofmadison.com/media site/showcase>

City of Madison YouTube Channel:

<https://www.YouTube.com/user/CityofMadison>

Post cards were mailed to those neighbors most directly impacted by the expansion proposal.

Alder Disclosures:

1. As then District 1 Alder, I was invited to join the Board of Director's of Hope & And A Future as property in Middleton (prior to it's attachment to the City of Madison - HAAF was attached to the City of Madison March 2023. With Redistricting HAAF is now in District 20).
2. April 18, 2023, I was sworn in as the new Alder of District 20.
3. Annually I have filed the required disclosure of my position on the HAAF Board of Directors.
4. As the New Alder of District 20, I facilitated NONE OF THE FOUR COMMUNITY MEETINGS ON THE HAAF expansion.
5. I committed to representing District 20 with Integrity and thought Trust; building community is difficult to achieve without Integrity and Trust. After much deliberation I have decided on the following pathway forward: (a) my involvement as a HAAF Board Member has become an unintended distraction, nor to be used as grounds to discredit my participation in discussions at the Planning Commission meeting; the registered speakers, the staff report and ultimately the deliberations by the Commissioners will be the recommendation(s) to Council without a recommendation from the District 20 Alder; (b) I will recuse myself during the Common Council's consideration of the zoning petition and recommendation(s) of the Planning Commission at the June 20 Common Council Meeting; finally the most difficult of my decisions (c) I have submitted my resignation as a HAAF Board Member effective June 12, 2023.

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ACTION OF THE PLANNING COMMISSION

THE PLANNING COMMISSION DETERMINED THAT THE STANDARDS WERE MET FOR ZONING AND VOTED UNANIMOUSLY TO RECOMMEND APPROVAL TO COUNCIL THE PROJECT PRESENTED BY HAAF. It is on the Council Agenda tonight. There are registered speakers.

I am required to recuse myself due to my past position on the Board of Directors of HAAF.

As the new Alder for District 20, I represent both HAAF and the neighbors who are against the project. Therefore, I am required to recuse myself to avoid my vote provoking unintended consequences.

The Council meeting is at 6:30. Coincides with the Valley Ridge HOA meeting. I am unable to attend. Please capture and refer any questions my may have.

COMMUNITY ANNOUNCEMENTS

1. I have reached out to Capt. Beckett re the soliciting on Watts Rd and Gammon.
2. Reported excessive speeding.
3. Volunteers needed to plan the community gathering of WestFest at Elver Park. Community social gathering. Music, hot dog grilling by West PD, food, games. No rides until 2024. Last Saturday in August.

-Alder Harrington-McKinney