

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

2026 Valley Ridge HOA Annual Meeting | July 21, 2026

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

Homeowners in attendance (less Board members and DSI): 11

Call to order at 6:01 pm on July 21, 2026 via Microsoft Teams.

- Welcome and introduction of DSI Real Estate Group by Shandar Hoagland (HOA Manager: shoagland@dsirealestate.com).
 - DSI is responsible for:
 - Collecting dues and managing 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.
 - Current agreement with DSI is a 3-year term, currently renewed through June 2028.
- Shandar reiterated that the HOA Board is comprised of volunteers and strives to uphold the following Mission Statement:
 - Preserve and protect the appearance and value of properties.
 - Maintain and enforce the neighborhood Covenants.
 - Maintain and improve the Association's common areas of our neighborhood.
 - Help develop and foster a healthy community environment.
 - Provide for an open and transparent communication of budgeting and spending of the Association's funds.
- The meeting agenda was reviewed. Roll call was taken via Teams. Board members were introduced, led by Shandar Hoagland. In addition to the Board there were 11 homeowners in attendance. The meeting was captured via a MS-Teams recording for notetaking.
 - Mike Longworth – President
 - Craig Forbes – Treasurer
 - Kevin Thompson – Secretary
 - Paul Treige – ACC
 - Matt Leonardo – At Large
- Reading of Minutes of Prior Meeting

Attendees were asked to review in advance of meeting from the [DSI Valley Ridge website](#). There were no questions and a motion to approve the minutes was raised by Mike Longworth and seconded by Paul Treige.
- Reports of Officers and Employees

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- **HOA Financial Report and Collections:** Shandar Hoagland presented the HOA's financial report for 2025 and year-to-date 2026, highlighting improved collections, reduced delinquencies, and detailed budget performance, with input from Mike Longworth.
 - **Delinquent Dues Reduction:** Shandar reported that only 8 homeowners are currently past due, down from 23 last year, with a balance of \$3,857. DSI has sent past-due notices, assessed late fees, and filed liens where appropriate, resulting in improved collections.
 - **2025 Budget Performance:** The 2025 financial report showed most expense categories under budget, including management fees, postage, maintenance, mowing, and snow removal. Landscaping improvements were over budget due to anticipated tree work, but overall expenses were well managed.
 - **Interest Income and Taxation:** Mike explained that the HOA earned \$4,410 in interest income from CDs and paid \$1,712 in taxes, which was unexpected. Going forward, interest income will be budgeted as income to balance against expenses.
 - **2026 Year-to-Date Financials:** Shandar reviewed 2026 year-to-date expenses, noting that most categories are tracking well except for insurance, which was slightly over budget due to industry-wide increases. The HOA will continue monitoring expenses and report at year-end.
- **Fence Reserve and Maintenance Update:** Mike Longworth and Shandar Hoagland discussed the fence reserve fund, the condition of the HOA fence, maintenance strategies, and the plan for future reviews and accruals, addressing questions from attendees.
 - **Reserve Fund Accrual:** The fence reserve fund had a 2025 year-end balance of \$141,718, with annual accruals of \$11,500. The fund is intended to cover the eventual replacement of the fence, estimated to cost \$250,000 by 2035.
 - **Fence Condition Assessment:** The board conducted a 10-year review of the fence, finding it in good condition. Vendors were contacted for replacement cost estimates but were unable to provide forecasts. The next review is scheduled for five years from now (2031).
 - **Maintenance Approach:** Mike described patching holes in the fence using vinyl adhesive material, as replacing individual planks is difficult. About 15 patches have been installed, and this approach will continue until larger repairs are needed.
- **Mailbox Replacement Program:** Shandar Hoagland explained the ongoing mailbox replacement program, including costs, materials, and ordering process, with input from Mike Longworth and questions from homeowners.
 - **Program Overview:** DSI coordinates mailbox post replacements with Auburn Ridge. Homeowners are responsible for costs, but DSI negotiates discounts and provides installation.
 - **Ordering and Installation:** Orders are taken in early summer, with installation in the fall. For 2026, 22 posts were ordered bringing the total to about 100 replacement posts over the four years of this program.
 - **Material Changes:** The new posts feature a composite casing over a wood dowel, with only the dowel and cedar plank remaining as wood. This change is expected to increase durability and longevity.
- **Vendor Changes and Landscaping Updates:** Shandar Hoagland and Mike Longworth discussed the switch to new vendors for landscaping and tree maintenance, reporting improved service and cost stability, and addressed questions about specific landscaping needs.

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- **New Vendor Selection:** For 2026, Greenscapes was contracted for lawn mowing and maintenance, and Tim Andrews Horticulturist LLC for tree maintenance. The new vendors were chosen due to previous concerns with landscaping services.
- **Performance and Pricing:** Greenscapes has provided improved maintenance of green areas, with weed control and garden beds looking better. Tim Andrews' arborists will perform routine tree maintenance twice a year. Prices are comparable to previous vendors.
- **Median Strip Landscaping:** A question was raised about the median strip at High Point and Twin Flower. Shandar confirmed that plants causing visibility challenges will be removed for safety, with the contract signed and work pending.
- **Architectural Control Committee (ACC) Approval Process:** Paul Treige and Shandar Hoagland outlined the ACC approval process for exterior changes, including application requirements, review procedures, and communication channels, responding to homeowner questions.
 - **Approval Scope:** The ACC reviews and approves changes to home exteriors, including fences, decks, porches, additions, siding, roof colors, mailboxes, and landscaping related to upkeep. Replacement fences and decks do not require approval if they match the original design and footprint.
 - **Application Process:** Requests must be submitted via email to Shandar, including a completed application form and supporting documentation. DSI reviews for completeness and forwards to the ACC for approval. An updated step by step procedure will be posted on the web site.
 - **Communication and Support:** Shandar acts as the intermediary, sharing applications with the board and communicating decisions to homeowners. The process is documented and will be posted on the HOA website for reference.
- **Board Resignations, Elections, and Recruitment:** The board members, including Mike Longworth, Craig Forbes, Matt Leonardo, Kevin Thompson, and Paul Treige, confirmed their willingness to continue for another year and encouraged new members to join, with Cathy O'Donnell expressing interest in future participation.
 - **Board Continuity:** All current board members agreed to continue their roles for another year, emphasizing the value of continuity and experience.
 - **Recruitment of New Members:** Craig and Matt encouraged homeowners to consider joining the board, offering at-large positions for those interested in learning without immediate responsibility. The time commitment is minimal, with three to four meetings per year.
 - **Future Participation:** Cathy O'Donnell indicated willingness to join the board in the future, pending other commitments, and offered her expertise from other architectural review boards.
- **City and Neighborhood Issues: Alders, Traffic, and Development:** Cathy O'Donnell, Mike Longworth, Shandar Hoagland, and Zachary discussed the transition of Alder positions, neighborhood development impacts, traffic safety concerns, and communication with city officials and developers.
 - **Alder Transition:** Alder John Duncan (District 1) was noted as leaving at the end of July, with the head of the council temporarily covering his district. Barbara McKinney (District 20) may also retire soon, potentially opening two Alder positions. As a reminder our neighborhood is split along High Point Road. The west side of our neighborhood is in District 1 while the east

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- side is in District 20. Homeowners were informed how to contact City officials during the transition.
- **Development and Neighborhood Impact:** Cathy described ongoing development by Veridian Homes, including issues with road damage, heavy vehicles, and trash. Shandar and Mike confirmed outreach to Veridian for trash management, and Cathy offered to update the Board on further developments.
 - **Traffic and Safety Concerns:** Zachary raised concerns about traffic safety and specifically the two way stop signs at Starr Grass and Waldorf. He expressed the need for a four-way stop or other effective traffic flow solution due to increased traffic, construction vehicles and poor visibility. Cathy and Paul explained that traffic engineering and City officials handle such requests. In response to a prior email regarding this situation the City indicated that action would not be taken until an injury-crash history over a 5 year period dictates the need for a change. Homeowners are still encouraged to contact our Alders and submit safety improvement forms: <https://www.cityofmadison.com/traffic-engineering/traffic-safety/request-a-safety-improvement>



- **Sidewalk Concern:** Zachary raised a concern about the quality of construction of the sidewalk near the new construction site around the area of Starr Grass and High Point, about 20 yards north of Starr Grass. A visual assessment of the sidewalk following the meeting concluded that the sidewalk appeared to be temporary and is responsibility of the City. Refer questions to: <https://www.cityofmadison.com/traffic-engineering/traffic-safety/safe-streets-madison>

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- **Homeowner Questions and Open Forum:** Shandar Hoagland, Mike Longworth, and other board members addressed homeowner questions on tree maintenance responsibilities, mailbox repairs, and encouraged ongoing communication outside annual meetings.
 - **Tree Maintenance Responsibilities:** Shandar clarified that homeowners are responsible for trees on their own lots, while the HOA maintains trees in common areas and medians. Mike added that terrace area trees are the City's responsibility.
 - **Communication Encouragement:** Homeowners were reminded to reach out to the Board (bod@valleyridgemadison.com) or DSI with questions at any time, not just during annual meetings.

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

Shandar moved to adjourn the meeting at 6:50 pm. Seconded by Mike Longworth.
