

AGENDA

Walnut Grove Homes Association Board of Directors Meeting (Regular)

Sunday, December 13, 2015
1:00 p.m.

Eric Lewandowski
7117 Farmington Way
Madison, WI 53717

- I. Welcome (E. Lewandowski)
- II. Quorum (K. Raab)
- III. Special Action – Resolution Recognizing Jack Lohrentz
- IV. Review & Approval of October 25, 2015 Meeting Minutes (K. Raab)
- V. Committee Reports
 - President (E. Lewandowski)
 - Area Safety & Security (Coyotes reported in Walnut Grove; Madison Police Academy)
 - West Side Subsidized Housing Initiative Update - Proposed 7933 Tree Lane Development Project-E. Lewandowski/M. Schmitt)
 - EAB Water Fee Increases E-mails w/Wexford Village
 - 1 Springwood Circle Arrelano/Richter/Skidmore Correspondence
 - Treasurer (E. Lewandowski in K. Kollath's absence)
 - Greenways (G. Anibas)
 - Architectural Control Committee (D. Clearwood)
 - Block Captains (K. Chambers)
 - Communications (T. Hogle)
 - Social (K. McComb)
- V. Old Business
 - ACC Covenants Review Process Update (D. Clearwood)
 - Comprehensive Communications (T. Hogle/K. Chambers/K. McComb)
- VI. New Business
 - 2016 Annual Meeting Planning/Arrangements (K. McComb, K. Raab)
 - 2016 Budget Projections
- VII. Next Meeting - WED 1-13 7-9 K. KOLLATH
- VIII. Adjourn

MINUTES

Walnut Grove Homes Association
December 13, 2015, 1:00pm Lewandowski Home, Madison WI

Present: Eric Lewandowski, Kathy McComb, Kathy Raab, Gabe Anibas, Tina Hogle, Kelly Chambers, Mark Schmitt, Guest: Gretchen Conrad

The meeting was called to order at 1:00 pm and quorum was established.

Motion to approve the October 25, 2015 minutes, with corrections, was made, seconded and unanimously approved. Kathy will submit for posting on the website.

Special Action: Board reviewed resolution recognizing Jack Lohrentz and approved for presentation at the 2016 annual meeting. Mark will provide a frame, Eric will provide the letter on letterhead and present to Jack's wife at the annual meeting (See attached resolution).

DISCUSSION: Board reviewed action items from previous meetings regarding the Wynne's reimbursement. Since action items were not completed, a new motion was presented, seconded and unanimously approved for the following actions:

Eric (in Karen's absence) to stop payment on previous check (by 12/21/15)

Eric (in Karen's absence) to issue new check for \$400. Offer valid through 1/31/16

Eric to officially incorporate wording from 10/25/15 board meeting* into correspondence and hand deliver to the Wynnes and notify Treasurer and Secretary of completed actions. (*The homeowners have no receipts and the board stands by its past agreement to offer the homeowners \$400 as full and final payment for out of pocket expenses for all past social events.)

Additional discussion on amended correspondence to all homeowners (including Wynne's) who have outstanding balances. Homeowners will be notified in their annual dues statement (by March 1) of outstanding balances and allowed until April 1, 2016 to bring past accounts current. This includes all amounts (dues and any late fees) for which they've been notified. After April 1, 2016, the board will enforce its existing policy of adding finance charges, late fees and the possibility of lien waivers moving forward. Karen will prepare the statements for mailing, along with this year's dues statements. Motion made, seconded and unanimously approved.

WGHA's covenants and bylaws conflict on dues, amendments, timing, etc. Board needs to review both to see which document is superior and then comply or take steps to amend.

COMMITTEE REPORTS:

President's Report:

Area Safety & Security: Eric reported coyote and fox sightings have been indicated on the NextDoor. Neighbors should remain alert. Eric recently completed a 9 week program through the Madison Police Academy and encouraged other interested parties to participate in the program for a better understanding of police issues and policies.

West Side Subsidized Housing Initiative Update: Eric and Mark attended the neighborhood meeting. After a long meeting where neighbors stressed concerns about greenway issues and safety, the project was ultimately approved and sent to the Urban Design Committee and then the Planning Commission.

EAB Water Fee Increases: Eric has received emails from residents of Wexford Village of their concerns about fee increases from the city. Eric will continue to monitor.

1 Springwood Circle Correspondence: Eric informed the board of correspondence regarding trees planted on the terrace at 1 Springwood Circle with resolution to remove the trees by 5/31/16.

Treasurer's Report: Kathy researched MG&E charges but found no solution to the increased charges due to the spacing of the meter boxes. Eric and Karen met prior to the meeting to discuss concern for unexpected expenses. Eric suggested a board meeting be devoted to the 2016 budget prior to the annual meeting. The board discussed future expenses that may require an increase or assessment – EAB, MG&E, pathway repaving. Eric will let Karen know NOT to automatically renew the two CDs that come due in January 2016. We will most likely need to use reserves to cover the tree removal.

Greenways: Gabe reported Arbor Systems did a great job removing the hazardous tree and subsequent cleanup. A committee meeting will be held after the annual meeting for 2016 planning. Committee is asked to consider a leaf policy for the residents. One hazardous oak has been identified on Greenway D.

ACC: No report

Block Captains: Directories have been delivered. A private Next Door group has been established.

Communications: Board expressed their thanks to Tina and her committee for producing the directory. It is being well received by residents. Anyone with procedures or comments should email Tina to establish procedures.

Social: Need to enlist helpers and create expense procedures (January agenda)

OLD BUSINESS: ACC Covenants Review Process – Derrick sent out the user guide on Next Door for the online portion of the covenants. Tina will resend to Next Door; Derrick and Denise will discuss at the annual meeting.

NEW BUSINESS: Need to review administrative and financial matters, including 2016 budget at next meeting.

Kathy R. to send out annual meeting notices once location is confirmed by Kathy M. or Eric.

Adjourned by unanimous vote at 3:15pm

Next meeting: Wednesday, January 13, 2016 at 7pm at Karen's house (to be confirmed by Eric).

Submitted by Kathy Raab, Secretary

The Board of Directors of the Walnut Grove Homes Association:

A Resolution Recognizing Jack Lohrentz

Whereas Jack and Mary Lohrentz have been long-standing residents in good standing of the Walnut Grove neighborhood, owing to their established residence on Winterset Circle, and

Whereas Jack Lohrentz and his family have contributed in many ways to maintaining the well-being and promoting the improvement of Walnut Grove during their residence here, and

Whereas among these contributions Jack Lohrentz personally provided many years of selfless service to the Board of Directors of the Walnut Grove Homes Association, including his engagement as president of the Board, and

Whereas the personal service of Jack Lohrentz is worthy of acknowledgement, and a public expression of collective gratitude as well as official condolences to his family in light of his recent passing,

Now, therefore be it Resolved, that the Officers and Board of Directors of the Walnut Grove Homes Association, acting on behalf of the Membership hereby recognize, with deep appreciation, the life and contributions of Jack Lohrentz to his friends and fellow neighbors, and offer to Mary Lohrentz and the Lohrentz Family their heartfelt, sincere and respectful condolences.

Passed by Unanimous Consent at the Regular Meeting of the Board of Directors of the Walnut Grove Homes Association and authorized for Public Presentation, Sunday, December 13, 2015.

**Eric C. Lewandowski
President**

Walnut Grove Homes Association
 11/22/15 Board Meeting
 As of 11.20.2015

	2014 Actual	2015 YTD	2015 Adj Budget	2015 Actual vs Budget	2015 Adjustments
BEGINNING CASH BALANCE	25,555	31,575	28,758	(2,817)	
INCOME					
Membership dues current year	21,290	20,165	21,140	975	
Membership dues prior years	455	225	-	(225)	
Interest income	28	18	25	7	
Other income	-	-	-	-	
Total Income	21,773	20,408	21,165	757	
EXPENSES					
Insurance	1,481	1,329	1,550	221	
Electric utilities	1,211	1,561	1,900	339	Incr \$750 for higher elec bills
Water & sewer	935	995	950	(45)	
Bank charges	53	30	50	20	
Block captains	392	174	500	326	
Circles reimbursement	119	120	120	-	
Circle Renovation Projects	-	-	-	-	Decr \$1,500 to cover other expenses
Greenways					
Electrical work	737	749	1,000	251	
Greenway Improvements	-	-	-	-	
Maintenance	9,584	12,620	12,000	(620)	
Miscellaneous	151	596	550	(46)	Incr \$250 for attorney fees
Newsletter/publications	61	282	100	(182)	
Postal	395	207	575	368	
Annual meeting	529	1,024	550	(474)	
Community donations	200	-	200	200	
Website	178	45	175	130	
Social	2,545	3,025	3,000	(25)	
ACC Review	-	851	500	(351)	Incr \$500 for ACC Review costs
Total Expenses	18,570	23,607	23,720	113	
Net inflows (outflows)	3,203	(3,199)	(2,555)	644	
ENDING CASH BALANCE	28,758	28,376	26,203	(2,173)	

Cash Summary

	12/31/2014	11/20/2015
BMO Harris checking	3,108	2,006
BMO Harris savings	8,467	5,970
BMO Harris CD due 1/13/15	10,000	
BMO Harris CD due 4/7/15	10,000	
BMO Harris CD due 1/13/16		10,000
BMO Harris CD due 1/7/16		10,000
	31,575	27,975
M&I Park Fund	2,817	