

**Minutes of the  
Walnut Grove Homes Association, Inc.  
April 2022 Board Meeting  
April 11, 2022 6:30 p.m.  
By Zoom**

**Attendees:** Liz Fenster, Doug Hyant, Charlie Morgan, Nick Brown, Paige Hawkins, Kim Grimmer, Danielle Bashirullah, and Hayden McCann. Excused: Eileen Goode and Molly Hyant

Ms. Fenster called the meeting to order at 6:33 p.m.

**February 7, 2022 Board Meeting Minutes:**

Mr. Hyant moved to approve the minutes of the February 7, 2022 Board meeting. Mr. Morgan seconded the motion. The motion passed unanimously.

**Committee Reports** (See Exhibit A for meeting agenda with submitted reports)

**1. President's Report**

- The traffic calming project along North Westfield Road was approved at the March 23, 2022 meeting of the City's Transportation Committee. (See Exhibit B for the drawing of the planned improvements.) However one part of the design is still contingent on the ultimate decision of the Madison Metro bus redesign project. If the length of Westfield Road through Walnut Grove becomes part of the new H Route of Madison Metro, then the speed humps along Westfield Road will not be included in the traffic calming project. This project was originally initiated by a single neighbor reaching out to the city to ask it to consider a four way stop sign at the intersection of Westfield and Farmington. A traffic study was conducted and based on the amount of traffic crossing that intersection it did not qualify for a four-way stop. The traffic calming project will include:
  - Traffic islands being added at intersection of N. Westfield and Farmington.
  - High visibility crosswalk across N. Westfield added to that intersection at its south side.
  - Speed limit along Westfield Road lowered to 25 MPH.
  - Three speed humps (contingent on Metro redesign).
  - Additional painted crosswalks with crosswalk signage at all the cross streets in the vicinity of the park.
  - More limited parking in the vicinity of the park. (No parking signs in vicinity of the intersecting streets along Westfield)
- Madison Metro representatives conducted an April 6 neighborhood meeting with Walnut Grove and Tamarack residents, via Zoom, to get input on the original plan for the H route and two alternatives being considered for that route. The Amendments, 6A and 6B, keep the bus route off Westfield north of Tree Lane. Our hope is to have the bus

route redirected so it is not on Westfield Road in its section planned for speed humps. Alder Nikki Conklin appeared at the Madison Metro meeting and spoke in favor of keeping the bus route off Westfield where the traffic calming plan is planned.

Here is the original plan for Route H, followed by the two amendments being considered to keep the route off Westfield:

ORIGINAL PLAN



AMENDMENT 6A (Uses High Point Road as crossover street vice Westfield.)



**Description:**

- Route R would run hourly throughout the day. Provides continuous all-day service on Old Sauk that is more direct to downtown.
- Route R acts as an extension of the BRT system weekdays during the day. It would use 60-foot articulated buses and continue to Madison via University Ave. On evenings and weekends, it may end at the Eau Claire Station.
- Route Y in Middleton would work in a similar way, and these routes may depend on each other for scheduling purposes.

AMENDMENT 6B (Again uses High Point as crossover street vice Westfield but uses Westfield south of Tree Lane.)



**Description:**

- Route R provides continuous service along Old Sauk every 30 minutes with a connection to frequent BRT service for people continuing to downtown Madison.
- Route R acts as extension of Route H, providing service between Westfield Station and Eau Claire Station.

Ms. Fenster will send Alder Conklin an email thanking her for supporting the traffic calming effort and also supporting the two Amendments to keep the bus route off Westfield north of Tree Lane. Of the 35 folks attending the online meeting, no one was in favor of the Westfield Road route. Ms. Fenster will ask Ms. Conklin if it makes sense for the neighborhood to make a public push for the alternate routes shown above. If so, Ms. Fenster will send out an email trying to rally homeowners to publicly support the alternative routes.

There is an on-line survey form concerning the bus route redesign in which the Board encourages Walnut Grove residents to consider participating: [Draft Network Plan Survey \(surveymonkey.com\)](https://www.surveymonkey.com).

- The neighborhood directory has been printed and has generally been distributed by block captains.

**2. Treasurer's Report.** See, Exhibit A, page 3-4, for Treasurer's Report as of April 4, 2022. Mr. Morgan highlighted portions of the report. As of April 4 we had about \$34,300 in the bank. We have sent out dues notices totaling about \$45,300 and to date we have collected some \$35,600, which represents about 77% of the dues assessed for 2022. Dues notices have gone out by email generally which has led to some homeowners making inquiries about when they can expect their dues notice for 2022. We have had a light touch on the \$10 late fees so far. Our other major source of revenue has been from advertisers in the neighborhood directory. We budgeted \$1300, and we have collected \$1189. There is only one advertiser that hasn't paid, Culver's Corporation. Mr. Grimmer agreed to follow-up with the marketing person at Culver's. Mr. Morgan went through the major expenses through April 4. For the greenways these were for water and sewer and woodlands management (Invasives). He just sent a check for about \$6300 to Eco for their tree trimming work this year. That payment is not reflected in this April 4 report. The insurance policy and directory costs came in under budget. We currently have \$64,716 in the bank. Mr. Morgan's current intention is to shortly send out letters to approximately 70 homeowners who have not yet paid their 2022 assessment. This time last year we were just getting out assessment notices. Ms. Fenster asked Ms. Bashirullah to ask the block captains in their next communication with the owners in their blocks to add the [Walnutgrovemadison@gmail.com](mailto:Walnutgrovemadison@gmail.com) address to their contact lists to ensure our emails are not hitting spam filters. There was a discussion of when we should pull the trigger on starting to charge the \$10.00 late fee. After reviewing the April 9 second notice, it was decided that any fees received after Monday, April 18th will be subject to the late fee. Mr. Morgan will shortly be handing all the treasurer's records over to Mr. Brown, the new treasurer.

**3. Greenway Committee Report.** See, Exhibit A, page 7 for the Greenway Volunteer Coordinator's report. Ms. Hawkins reported on the status of contract work. Eco Tree's first round of tree pruning on all fourteen circles was finished by April 5. Again, we've paid about \$6300 for this round of pruning. Ms. Hawkins is meeting with Eco on April 14 to discuss the plantings for the circles that need new trees. Both Oxwood and Whitacre Circles requested recommendations from Eco for the replacement trees. We had talked about \$1000 total for the plantings this year. Adam at Eco said that was going to be a tight budget. Foxboro requested an evergreen and based on the height that circle desired, the tree would exceed the \$1000 still budgeted for all three plantings. After Ms. Hawkins has Eco's tree recommendations, she will send the information to Ms. Bashirullah to share with the owners on the three circles via block captains. Ms. Fenster suggested that on Thursday Adam from Eco also survey the other circles to see if he has any recommendations for additional planting for future years. Rye Circle and Farmington Court are light on plantings.

As to Ash tree treatment, one tree on Whitacre was removed and one treated. There are at least two other ash trees to be treated. Ms. Hawkins has a 2018 receipt from Arbor Systems that it had treated four trees for Emerald Ash Bore. (Post meeting follow up: 3 trees were treated in 2020, making them due for treatment this year). Ms. Hawkins will follow up with Eco Tree Company to get a quote and treatment plan in place. There was a tree inventory done in November 2021 with Eco Tree Company of some 400 trees. May be more cost effective to delay planting of trees until there is more money for it in the 2023 budget. New trees will need to be watered with water bags with block residents keeping them filled. May be desirable to budget this year for some perennials around the neighborhood signage. Mr. Morgan will be contacting Natasha Soglin about starting in on the painting of the neighborhood signs.

Ms. Hawkins has been approached about a neighbor who was interested in using a greenway for a young age soccer practice. Consensus was that greater use of greenway for ad hoc kids activities is great. Ms. McCann reported that the Greenways Volunteers Subcommittee organizational meeting will be at the park on April 27<sup>th</sup>. Workdays during the summer will be set up at that meeting.

4. **ACC Committee Report.** See Exhibit A, pages 5-6 for the ACC Committee Report. The Board had a brief discussion about how to address building projects that don't get completed in a timely fashion. All the ACC files are being transitioned over to the Walnut Grove Google Drive, from a Google Drive maintained by Mr. Pavelec, one of the current ACC members.
5. **Block Captain Report.** See Exhibit A, page 7. Most of the directories have been distributed. We need two new block captains (Winterset Circle and a portion of Walnut Grove Dr.) and we will advertise this need in the forthcoming newsletter. If no volunteers are forthcoming, Ms. Fenster suggested that we ask a couple of current block captains to consider taking on these two areas as a temporary solution.
6. **Neighborhood Garage Sale.** This is set for May 19 – 21 and will be advertised in the forthcoming neighborhood newsletter. There will be a link on the neighborhood website to setting up a household on a on-line map for the sale.
7. **Newsletter.** We will get out the neighborhood newsletter a week before the proposed garage sale.

**The next meeting of the Board will be on Wednesday, June 8, 2022 at 6:30 p.m. Hopefully in person, with a Zoom meeting as a backup possibility. Ms. Fenster will notify the Board of the location of any in-person meeting.**

**The meeting adjourned at 8:34 p.m.**

**Submitted by Kim Grimmer, Secretary**

**Agenda of the  
April 11, 2022 WGHA  
Board Meeting**

1. Approval of February Minutes
2. Committee Reports:
  - (a) President
  - (b) Treasurer (including discussion of number of unpaid dues and next steps for late notices)
  - (c) Greenways (including recap of recent Committee meeting, information on recent Eco tree work completed, the plan for ash tree treatment, and the plan for spring plantings in the 3 circles- Oxwood, Whitacre and Foxboro)
  - (d) ACC
  - (e) Block Captains
  - (f) Social
  - (g) Communications
3. Old Business
4. New Business (including upcoming newsletter)
5. Adjourn

President Report, Submitted by Liz Fenster April 9, 2022

- At the 3/23/22 Traffic Commission meeting, the proposed traffic calming project on N Westfield Rd was approved as part of Phase 2 of the Safe Streets Madison program. This project includes reducing the speed limit on Westfield Road to 25mph (currently 30 mph), adding a traffic island at Farmington & N Westfield, adding a high visibility crosswalk at Farmington & N Westfield, placing three speed humps across from the Walnut Grove Park, along with additional crosswalks and signage across from the park (see visual representation in appendix).
  - It was noted that the speed humps are contingent on the 2023 Metro Redesign. If a bus route is implemented along N Westfield Rd between Farmington and Southwick, the project will be implemented without the speed humps.
  
- On 4/6/22 Walnut Grove and Tamarack hosted a Metro Redesign Community Meeting to allow residents to learn about the proposed bus route redesign for 2023 and provide feedback.
  - Information including the draft plan and amendments, a resident survey, and upcoming and previously recorded meetings can be found here:  
<https://www.cityofmadison.com/metro/routes-schedules/transit-network-redesign>
  - Per Secretary K Grimmer, the meeting was well attended (approx. 35 attendees) including Alder Nikki Conklin. The meeting ran from 6:30 to 7:50. Several residents and our Alder voiced support of shifting the route off Westfield Road.
  - Metro Staff presented some amendments to the originally proposed route and seemed amenable to planning alternate routing due to the desired traffic calming speed humps along N Westfield (see 6A and 6B here <https://www.cityofmadison.com/metro/routes-schedules/transit-network-redesign/amendment-process>). Per the Amendment Process, “Metro staff will lay out all possible amendments and present them to policymakers for review and possible consideration.”
  - Residents M. Johnson, D Pavelec, and E. Nelson have been instrumental in their advocacy for the Traffic Calming project and involvement in the Metro Redesign. Per M. Johnson “The amendments are so encouraging...email the metro redesign ([metroredesign@cityofmadison.com](mailto:metroredesign@cityofmadison.com)) email if you have already filled out the survey [to provide input on the amendments]...The data from the emails gets shared with the transportation policy and planning committee, then they give recommendations to the city council for voting which plans to implement. It seems there will also be opportunities to speak at a public meeting coming up in May as well, but to keep tabs on the website.”
  - Key contact: Mick Rusch [mrusch@cityofmadison.com](mailto:mrusch@cityofmadison.com)

**WGHA Treasurer's Report -- As of April 04, 2022**

|  | 2022 Budget<br><u>Amount</u> | As of April 4, 2022<br><u>Amount Rec./Exp</u> | <u>Amt Remaining</u>  |
|--|------------------------------|---|-----------------------|
| <b>OPENING BALANCE</b>   |                              |   |                       |
| Checking Account (Jan.1)   | \$3,316.76                   | \$3,316.76                                    |                       |
| Money Market Account (Jan. 1)  | 30,999.41                    | 31,001.58                                     |                       |
| Savings Account (Jan.1)  | <u>5.13</u>                  | <u>5.00</u>                                   |                       |
| Total -- Summit Credit Union   | <b>\$34,321.30</b>           | <b>\$34,323.34</b>                            |                       |
| PayPal Balance   | \$0.00                       | \$0.00  |                       |
| Total Cash Carryover from Previous Year                                  | \$34,321.30                  | \$34,323.34                                   |                       |
| <b>Est. Previously Committed (Legacy + Unpaid Bills from Prev. Year)</b> | -\$17,389.48                 |   |                       |
| <b>Est. Uncommitted Funds, as of April 4</b>                             | \$16,931.82                  |   |                       |
| <b>REVENUES</b>  |                              |   |                       |
| Annual Dues Payments Deposited to Checking Account                       | \$45,300.00                  | \$35,656.18                                   | \$9,643.82            |
| Subtotal -- Dues Payments  | \$45,300.00                  | \$35,656.18                                   | \$9,643.82            |
| Interest on Bank Balances  |                              |   |                       |
| Money Market Account   | \$0.00                       | \$5.66  | -\$5.66               |
| Checking Account   | <u>0.00</u>                  | <u>0.00</u>                                   | <u>\$0.00</u>         |
| Subtotal   | \$0.00                       | \$5.66  | -\$5.66               |
| Other  |                              |   |                       |
| Revenue from Directory Advertisers                                       | 1,300.00                     | \$1,189.07                                    | \$110.93              |
| Total Revenues   | <b>\$46,600.00</b>           | <b>\$36,850.91</b>                            | <b>\$9,749.09</b>     |
| <b>EXPENDITURES</b>  |                              |   |                       |
|  | <u>Budgeted</u>              | <u>Through April 4</u>                        | <u>Amt. Remaining</u> |
| <b>Greenways and Circles</b>   |                              |   |                       |
| Water and Sewer  | \$5,500.00                   | \$1,351.86                                    | \$4,148.14            |
| Electricity (Madison Gas and Electric)                                   | 2,300.00                     | 505.25  | 1,794.75              |
| Mowing   | 7,000.00                     | 0.00  | 7,000.00              |
| Weed Control and Fertilizer  | 1,200.00                     | 1,214.73                                      | -14.73                |
| Woodland Management, Invasive Control, Replanting                        | 12,700.00                    | 374.75  | 12,325.25             |
| Pathway Maintenance  | 5,000.00                     | 0.00  | 5,000.00              |
| Lamp Post Maintenance  | 600.00                       | 0.00  | 600.00                |
| Circle Grants (\$500) and Circle Reimbursements (\$50)                   | 2,150.00                     | 0.00  | 2,150.00              |
| Greenways and Circles, Misc.*  | <u>600.00</u>                | <u>0.00</u>                                   | <u>600.00</u>         |
| Subtotal   | \$37,050.00                  | \$3,446.59                                    | \$33,603.41           |
| <b>Administrative Expenses</b>   |                              |   |                       |
| Bank Charges   | 50.00                        | 31.00   | 19.00                 |
| Taxes and Fees   | 50.00                        | 182.00  | -132.00               |
| Insurance (Liability/Board)  | 1,300.00                     | 1,217.00                                      | 83.00                 |
| Dues Collections Mailings (Printing and Postage)                         | 100.00                       | 0.00  | 100.00                |
| Newsletters and Notices  | 200.00                       | 0.00  | 200.00                |
| Annual Meeting   | 0.00                         | 0.00  | 0.00                  |
| Directory  | 1,300.00                     | 1,176.59                                      | 123.41                |
| Website  | 200.00                       | 39.00   | 161.00                |
| Social   | 1,500.00                     | 0.00  | 1,500.00              |
| Legal Fees   | 2,000.00                     | 0.00  | 2,000.00              |
| Misc. (Supplies, Postage, P.O. Box)                                      | <u>500.00</u>                | <u>365.17</u>                                 | <u>134.83</u>         |
| Subtotal   | \$7,200.00                   | \$3,010.76                                    | \$4,189.24            |
| <b>TOTAL EXPENSES</b>  | <b>\$44,250.00</b>           | <b>\$6,457.35</b>                             | <b>\$37,792.65</b>    |

**Greenways and Circles Legacy Fund**

|                       |                  |             |                  |
|-----------------------|------------------|-------------|------------------|
| Lamp Post Replacement | \$2,000.00       | \$0.00      | \$2,000.00       |
| Pathway Replacement   | <u>13,000.00</u> | <u>0.00</u> | <u>13,000.00</u> |
| Subtotal              | \$15,000.00      | \$0.00      | \$15,000.00      |

**Est. Uncommitted BALANCE, Year End** \$4,281.82

**Cash Balances as of April 04, 2022**

|   |   |
|---|---|
| Checking Account                              | \$37,379.79   |
| Money Market Account                          | 27,332.24   |
| Savings Account                               | <u>5.00</u>   |
| Total -- Summit Credit Union                  | \$64,717.03   |
| Total -- PayPal Account                       | <u>\$0.00</u>   |
| Total Bank and PayPal Balances                | \$64,717.03   |
| Jan 1 Balance + Revenues-Expenditures to Date | \$64,716.90   |
| Difference                                    | <span style="background-color: yellow;">\$0.13</span> |

WGHA ACC Committee Report  
Board Meeting 04/11/2022

## Submissions

3 new applications received and reviewed

- 17 Stonecrest Circle (Ferrall)

02/15/2022: Application received requesting approval for replacement of existing fence. Sections of the existing fence have fallen. Existing fence is a 44", picket-style, wood fence. Request is to replace with a 48", wood, shadow box style fence.

02/16/2022: Application Denied

- 17 Foxboro Circle (Quraishi)

02/15/2022: Application received requesting approval for the addition of a 6' x 8' closet/storage area on at rear of the existing house. Addition would be above and partially covering existing roof of 1st level sunroom.

02/21/2022: Application Approved with Conditions

- 14 Rye Circle (Brown)

03/29/2022: Application received for the addition of solar panels to cover a large portion of the west facing roof. Roof shingles will be installed prior to the installation of the solar panels.

04/06/2022: Application Approved

- No applications pending

## Inquires

3 new inquiries received

- Katie Frauen (17 Greenhaven Circle) requested clarification on guidelines regarding fence via an email on 02/28/2022. She is hoping to gain approval for a 3.5' fence on portion of the side and back of their yard to hold their dog. Was informed via Zoom call on 03/01/2022 that her property would not apply for a fence greater than 3'.
- Claire Stump (21 Oxwood Circle) requested clarification via an email on 03/15/2022 of approval requirements for fences at 3' vs. 4' fence. She wants to add fence section to

existing fence along tree line near the greenway. Was informed via email on 03/22/2022 that 3' fences did not require approval by the ACC.

- Phil Brown (14 Rye Circle) requested information on 03/27/2022 about front set back requirements for a proposed addition of a front porch. Since the current ACC guidelines refer to the City of Madison setbacks for additions or new builds, he was referred to the City of Madison zoning department (via email on 03/29/2022) for front set back requirements.

### **Other Business**

ACC members expressed concerns about two unfinished projects in the neighborhood. We would like to discuss with the board options to address projects that remain unfinished for an extended period.

Submitted by: D. Bashirullah on 04/06/2022

WGHA Block Captain Chair Committee Report  
Board Meeting 04/11/2022

- I received a request from a block captain to ask homeowners at 22 Foxboro Circle (Sheridans) to remove the brush pile next to the greenway path prior to sale of their house. "For Sale -Coming Soon" sign in currently in yard and per home owner, the listing is to go live this month.
- Most directories have been distributed. Would like a little more time to complete the task.
- Need two new block captains (portion of Walnut Grove Dr. and Winterset Cir)

Submitted by: D. Bashirullah on 04/06/2022

WGHA Greenway Volunteer Coordinator Report  
Board Meeting 04/11/2022

Charlie, Eileen and myself met via Zoom & have planned an organizational meeting for interested owners Wednesday 4/27 at 7pm tentatively in Walnut Grove Park. We subsequently realized that Paige was not in attendance. Charlie volunteered to brief her on the discussion. There are roughly a dozen owners who've contributed time to volunteer workdays in the past. We will explain the three options for participation and hopefully set up a meeting structure. We can discuss the meeting notice etc. at the Board Meeting.

Submitted by: Hayden McCann on 04/08/2022

