

**Minutes of the
Walnut Grove Homes Association, Inc.
October 2023 Board Meeting
October 2, 2023 - 6:30 p.m.
Via Zoom**

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

Ms. Fenster called the meeting to order at 6:35 p.m.

August 2023 Board Meeting Minutes:

Mr. Grimmer **moved** to approve the August 2023 Board Meeting Minutes. Mr. Hyant **seconded** the motion. The **motion** passed 8 to 0.

Ms. Fenster followed the agenda for the meeting circulated to the Board by email on October 1. This agenda is annexed as Exhibit A hereto (Pages 1-6).

New Business

President's Report

- Ms. Fenster discussed the City's planning for community engagement for the Sauk Creek Corridor Plan. The city held a meeting with local neighborhood leaders on how to improve community engagement. This project improves the watershed running through the greenway west of Walnut Grove Park and extending behind homes along the south and west side of Farmington Road. Details on the plan, involving removal of a number of trees from the greenway can be found here: [Sauk Creek Greenway | Engineering, City of Madison, Wisconsin](#). Ms. Fenster said that once informational meetings are set, we might use our sandwich board signs, along with emails, to notify the members.
- Brief discussion about the city tax assessment status. The city has been ignoring our letter asking to have our greenways removed from the tax rolls. We will write again.

Treasurer's Report.

- Mr. Brown forwarded the current treasurer's report by email. See attached Agenda, Exhibit A, at page 2.
- Mr. Brown has not begun developing the 2024 budget, but will start on it shortly so it can be discussed at the December board meeting to finalize for the 2024 Annual Meeting.
- Approximately twenty residences still have March 2023 dues outstanding. Four of the twenty were ones that were overdue last year as well. Of these four, two have indicated that due to financial hardships they are not going to be paying. A third residence has a deceased homeowner and that property will likely not pay dues until it is transferred. Two other homeowners have properties for sale and intend to pay out of the closing funds.

- We some \$2800 left in the budget for the mowing line item, and mowing expenses are paid to date. We budgeted \$700 for Fall leaf cleanup, and Mr. Morgan said he wanted to delay that as far into the Fall as possible to ensure almost all the leaves had fallen.
- The Woodland Management line item has an outstanding bill for about \$500 that has been paid but not yet cashed by Eco, so that line item will soon be reduced to \$2800.
- The overrun in the Greenway's miscellaneous line item reflects the purchase of the new gas-powered leaf blower.
- Brief discussion of interest assessments on overdue assessment. This interest penalty might need to be prorated from a new date which we will set in lieu of "the fifteen-day from fee notice" start of the late period. It was ultimately decided to tell people in arrears that if they don't pay 2023 dues by the date the 2024 dues notice is issued, the full ten percent penalty will be assessed to the arrearage at that time (along with the \$10.00 basic penalty.)
- Brief discussion about developing the budget for 2024, with chairs submitting what changes if any they envision in their budget line items to Mr. Brown. It's unlikely, according to Mr. Morgan, that we will want to budget any funds in 2024 for temporary pathway repairs like the ones done in 2023.

Greenways Report.

- Ms. McCann and Mr. Morgan presented the Greenways reports attached to the agenda for the meeting. (See, Agenda, Exhibit 1, page 3 & 4.)
- Ms. McCann got an estimate from Connor of Eco Tree about the method he intends to use the open the canopy over Greenway D. He may need to use a herbicide.
- Eco's bid for the the cabling of ash tree no. 555, planting a new legacy tree in Greenway B and opening up the canopy over Greenway D comes to \$3,125.00. Given that bid amount, Ms. McCann thinks the tree maintenance budget will fall short this year by about \$315.00 (roughly the cost of the new recently acquired leaf blower) and this might be addressed by reducing the amount of work to open up the canopy in Greenway D. Mr. Brown felt this reduction was not necessary, as there are still funds in the social budget and for legal expenses unlikely to be expended, so money can be reallocated to tree maintenance to get all the proposed end of year work done by Eco. There is still some \$1312.00 unspent in the social line item, and \$2,000 unspent in the legal expenses line item.
- Ms. McCann had gotten approval last meeting to spend up to \$800 on three replacement trees for Greenway B. Eco has instead bid a single legacy tree for that area which will cost \$600.00, but will be a slightly larger and more inherently robust tree. That \$600 is included in the bid of \$3,125,00 mentioned immediately above. Ms. McCann will see to setting up a watering plan by the neighbors in the vicinity of the new tree for until the ground freezes, and for next Spring and beyond.
- Mr. Morgan reviewed his report (Ex. A, page 4), and discussed use and maintenance of the new backpack leaf blower the Association purchased.

Social Report.

- Mr. Morgan recommends we skip the Tailgate party this fall. Everyone agreed.

ACC Report

- Ms. Bashirullah reviewed the ACC report included with the Agenda,, page 6.
- Discussion about a temporary outbuilding built on the back of a lot that was not submitted for approval by the ACC. A letter will be sent stating that it should be removed immediately. **(Note: After the demand letter was drafted and sent by email and certified mail the structure was promptly removed by the owners.)**
- There was brief discussion of requiring conditions for approval of a pool fence that would require the fence to be removed if the pool was removed.

Block Captains Report

- Laurie and Liz have a meeting next week to discuss improvements to the block captain program.

New Business

- Mr. Grimmer discussed his review of the the Association's liability and D&O insurance policy and some brief exploration he did with our agent at Harms (now merged with Tri-Cor Insurance) about the costs of increasing our policy limits. He will send out an email to the directors with the information he receives from the agent. **(Mr. Grimmer sent an email on November 14 with the new quotes)**
- Discussion about preparing for the annual meeting on January 24th, a Wednesday night, to be held by Zoom. The directors who are up for re-election in 2024 are: Doug Hyant, Kim Grimmer, Nick Brown, Charlie Morgan and Eileen Goode. Ms. Fenster polled those who are not up for re-election to see if they were willing to finish the next year of their term. Of those up for re-election, due to the press of new job assignments, Mr. Brown will not run again next January, and Mr. Grimmer is still making a decision and will let Ms. Fenster know. We will notify the members that the meeting will be at 7:00 pm, as was the time last year. Since Mr. Hyant is the owner of the document used last year for notice of the meeting, he will get it prepared to use for this year's meeting. The only proposed change to the format was to possibly offer a watch party at a specified site for the Zoom meeting to accommodate anyone experiencing technical difficulties or having a lack of computer savvy. Ms. Fenster will shortly send around the annual meeting draft PowerPoint so anyone that wants to suggest changes or additions can do do. Finding new candidates for the board is a priority.

Adjournment. Mr. Grimmer made a **motion to adjourn**, seconded by Ms. Hyant. The **motion** passed 8 to 0 and the meeting adjourned at 7:54 p.m.

Respectfully Submitted,
Kim Grimmer, Secretary

AGENDA

Walnut Grove Homes Association, Inc.

Board of Directors Meeting

6:30 PM October 3, 2023

(Via Zoom)

Call Meeting to order – 6:30 pm – Ms. Fenster

Approval of Minutes of August 2023 BOD Meeting – Previously Circulated

Committee Reports

President’s Report

Treasurer’s Report

Greenway Committee Reports

Social Committee Report

ACC Report

Block Captains Committee Report

New Business –

Discussion of Insurance Coverage

Planning for 2024 Annual Meeting, including Budget Planning

Old Business

Adjourn Meeting

WGHA 2023 Budget for Annual Meeting

	2023		
	Approved	Actual	Favorable/Unfav
OPENING BALANCES			
Checking Account	3,057	37,616	34,559
Money Market Account	42,857	38,874	(3,983)
Savings Account	5	5	0
Total -- Summit Credit Union	45,919	76,495	30,576

Prior Year Spending, Paid in Current Year	2,283	0	2,283	**
Circle Grants & Reimbursement Commitments to Date	1,250	1,250	1,250	
Greenways Legacy Fund Commitments to Date (At Jan1)	30,000	30,000	15,000	
Total Carryover Amounts for Current Year Expenses	33,533	31,250	18,533	

Total Unallocated Cash Balances	12,386
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REVENUE	As of 10/2/2023		
	Approved	Actual	Favorable/Unfav
Dues Payments	51,340	50,286	(1,054)
Interest on Bank Balances	528	492	(36)
Revenue from Directory Advertisers	0	0	0
Total Revenues	51,868	50,779	(1,089)

As of 8/7/2023	
Actual	Favorable/Unfav
41,050	9,236
262	231
0	0
41,312	9,467

EXPENDITURES	As of 10/2/2023		
	Approved	Actual	Favorable/Unfav
Water and Sewer	6,000	4,637	1,363
Electricity (Madison Gas and Electric)	2,300	1,559	741
Mowing*	7,000	4,195	2,805
Weed Control and Fertilizer	1,250	1,275	(25)
Woodland Management, Invasive Control, Replanting	15,000	11,645	3,355
Pathway Patching/Temporary Repair	5,000	5,850	(850)
Lamp Post Maintenance	1,200	1,281	(81)
Circle Grants (\$500) and Circle Reimbursements (\$50)	2,150	634	1,516
Greenways and Circles, Misc.	250	523	(273)
Greenways and Circles Expenses Subtotal	40,150	31,598	8,552

As of 8/7/2023	
Actual	Favorable/Unfav
4,107	(531)
1,219	(340)
1,855	(2,340)
1,275	0
11,645	0
5,850	0
1,281	0
91	(543)
175	(348)
27,497	(4,102)

Bank Charges	50	15	35
Taxes and Fees	50		50
Insurance (Liability/Board)	1,300	1,215	85
Dues Collections Mailings (Printing and Postage)	100		100
Newsletters and Notices	200		200
Annual Meeting	0		0
Directory	0		0
Website	200	117	83
Social	1,500	188	1,312
Legal Fees	2,000		2,000
Misc. (Supplies, Postage, P.O. Box)	500	381	119
Administrative Expenses Subtotal	5,900	1,916	3,984

15	0
	0
1,215	0
	0
	0
	0
	0
104	(13)
188	0
	0
305	(76)
1,827	(89)

TOTAL EXPENSES	46,050	33,514	12,536
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29,323	(4,191)
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Greenways and Circles Legacy Fund			
Legacy Fund Deposits	15,000		15,000
LEGACY FUND BALANCE (At Year-End)	45,000		

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Greenway Committee Report – October 3, 2023

Final Volunteer Workday & Committee Meeting (shortened by rain) have been completed.

Re: Remaining 2023 Woodland Management: A quote from Echo for cable application for Ash 555, legacy tree installation on Greenway B & opening the canopy over the Greenway walkway is in process. (Connor who wrote the quote is away til 10/5.) Any work is to be completed this financial year.

Greenways -- Path Maintenance Report – October 3, 2023 BOD Meeting

The WGHA Board now owns a Stihl BR 200 backpack blower, which will be used to clear leaves and debris from the asphalt paths. I have read the instructions, and tested it by clearing leaves on the Greenway D path. It works well. Board members who are interested in periodically clearing leaves and debris from the path are welcome to use it. Please contact me if you would like to borrow the instructions, or meet for a demonstration prior to using it. While I expect that it will be used on Greenways work days, I would recommend that only Board members who have read the instructions and are familiar with, and comfortable using, power tools use it, and that it only be used on the WGHA-owned property. It will be stored at 10 Colony Circle.

All property owned by WGHA needs to be marked as such and inventoried, including the backpack blower, the sandwich signs, and smaller, reusable items used for WGHA social events. I will use an indelible marker to identify the backpack blower and sandwich signs as the property of WGHA.

Information on the backpack blower is available here:
<https://www.stihlusa.com/products/blowers-and-shredder-vacs/homeowner-blowers/br200/>.

I plan to provide a second treatment of moss control ("Wet and Forget") on the Greenway D path in the coming weeks.

Respectfully Submitted,
Charlie Morgan
October 2, 2023

Social Report - October 3, 2023 BOD Meeting

In recognition of pathway maintenance, time and funding priorities, I recommend that WGHA not offer a fall tailgate social this fall, but plan to resume this event next year.

Respectfully Submitted,
Charlie Morgan
October 2, 2023

WGHA ACC Committee Report
Board Meeting Scheduled for 10/03/2023

Submissions

No NEW Applications received

Update on applications from last WGHA Board Meeting:

- 7106 Colony Dr.- Approved w/ conditions
 - Black-coated chain link fence to abut neighboring fences at 7102 Colony Dr. and 9 Colony circle was conditionally approved on 08/08/23. Conditions include removal of raised bed and compost pile in rear of yard that is contributing to rot of the fence at 9 Colony Circle.
- 501 N. Westfield Rd- Approved
 - Application to install roof-top solar panels was approved 08/08/23.

Inquires

New inquires received:

- 7121 Farmington Way
 - Homeowner inquired about application requirements for replacement of egress windows
 - Informed that an application was not required if replacing windows without any changes
- 6 Farmington Court
 - Homeowner inquired about application requirement for replacement of existing siding
 - Informed that an application was not required if replacing siding without any changes to infrastructure

Complaint

Outbuilding at
building (see attached photo)

Dr. ACC requests notification to homeowner to remove