

Westhaven Trails Informational Meeting

September 21, 2022 – Westhaven Trails Park

Meeting Minutes

Agenda and sign-in sheet distributed.

Board Introductions

Board Elections

Elections and voting will be held at the next meeting on Oct. 26th. Elections are held once per year to fill the open seats on the board. This year all 5 seats will be voted in (generally terms are staggered so all seats are not re-elected each year). Any property owner is considered a member of the HOA, and all members are allowed to vote for board members or on any other topic up for vote. Board members have to members of the HOA. This is the first time there have been more people running for the board than open positions. Votes are made for board members, once the board is elected, they decide who is in which role.

Proxy voting: If you cannot make it to the meeting voting by proxy will be allowed (absentee voting is not allowed). Voting by proxy requires authorization by both parties and must be provided to the Secretary prior to the election, either in person at the meeting or by e-mail to board@westhaventrails.org. Scanned copies of written authorization or an e-mail from the property owner of record providing their proxy with both property owners copied, will be accepted. Authorization should also include what the proxy can vote on and the term (2022 board election, for example).

Additional questions on votes or voting can be sent to the board.

Discussed the number of multi-family residences. There are approximately 480 properties and approximately 380 owners. Single family property owners are allocated one vote, multi-family property owners are allocated multiple votes based on the number of units they own.

Zoom question: Is there any obligation by owners of multi-unit properties to collect the opinions of their occupants when voting? No

Financial Update

Year to date financials and draft budget were discussed. The approved budget will be posted on the website.

There is a proposal to increase dues:

- Single Family Assessment \$25
- Multi-Family Assessment 3%
- Private Court Fees \$50 (\$75 total)

Increased dues will be subject to legal review and vote at the annual meeting. Lengthy discussion on proposal and dues/fees distribution.

Zoom Questions: Can you tell us how much specifically the apartment complexes are paying? There is a formula to calculate the dues.

Discussed mowing and costs for Loren (current lawn mowing service). Charges \$35/hour versus around \$75 for other services.

Tree removal may be over budget by about \$1000. If you see dead trees message the board. There is not enough money to do every tree each year, so the board keeps a list and prioritizes what can be done with the budget.

Snow removal is under budget due to the mild winter and city storm water charges will be under budget due to changes in invoices.

Discussed security light program – link on website to get lights installed.

Discussed management fees/honorariums. These were started in the 90s as a way to say thank you for the time and effort put into the HOA by the board members. The honorariums have been reduced in recent years, and fee reduction has been a priority.

Question: Can we vote to remove the honorariums? Yes, next meeting it can come up for vote. There is some support for keeping some form of honorarium, will discuss further at next meeting.

While building community is a priority in the HOA, we cannot use association money to fund social events. Can use association property, but not dues.

Parks Committee

Volunteer Policy: The policy was created based on the city of Madison's policy, and there is more information on the website. Volunteers can do anything that can be done with small hand tools, but cannot do bigger projects (chainsaws or other tasks which are higher risk).

Big Slide Park stairs: Discussed replacement of the stairs. The Parks Equipment Strategy was implemented around 2010. At that time it was decided that old equipment that could not be fixed with a minor repair would be removed instead of replaced due to costs and liability. This year with the clearing out of the trees and brush it exposed the stairs, which need to be replaced. The Parks Committee took the old steps out and got estimates to replace. Estimate to replace the steps came to \$4232, and that cost can be covered in this year's budget. Increasing dues will allow us to re-invest into the parks

(this will be voted on next month). Most equipment is in good shape, but some swings and merry-go-rounds need repair.

Question regarding the Reserve Funds: There is about \$60,000 in the reserves. The reserve funds are for future expenses that are not planned, such as infrastructure.

Question regarding a sinking fund for the Parks. This would allow a carryover of funds to be added to the budget for the following year.

Additional Agenda Items

Shed Policy – Discussed shed requests, currently there is no official policy regarding sheds but the board is planning to put one together. The current covenants state a shed is not allowed unless approved by the ARB. A question was asked about whether or not the covenants can be changed. The bar for changing the covenants is high – it requires a high number of votes from membership. This will be researched and discussed again in the future.

Fencing policy – The policy is on the website. Discussed changing it - If someone wants to propose changing the policy they can and it will be voted on.

TruGreen – Discussion tabled for next meeting.

Court Repaving Strategy – There are 13 courts that the association is required to maintain and they need to be repaved. Last estimate from about 10 years ago was \$18,000 per court, recent estimates were \$25,000 + per court. Did get an estimate from Badger approximately \$200,000+ to repave all of the courts. Need to build up the reserves to cover this, otherwise a special assessment may be needed. Previous reserves were \$90,000 but have had to use some of it due to high snow years, etc. The reserves is primarily built up by the private court dues.

Next meeting date is Oct. 26th, 6:00pm, at Good Shepherd Lutheran Church on Raymond Rd.