

WESTHAVEN TRAILS COMMUNITY SERVICES ASSOCIATION INC.
2024 Annual Meeting
[Agenda](#)

President’s Update:

- Re-establishing our Bi-annual Association Newsletter
- Backfilling for a resigning Board Member *(Thank you Alana!)*
- Responding to at least 20 President and Board inquiries by different members
- Following-through & completed a member driven Covenant Change proposal
- The results of the proposed amendment were not in favor of the amendment are listed below.
- **Received**, represents the total population who completed and returned the required amendment forms in support of the proposed amendments, anyone counted in other categories below were moved into this category once documentation was received.

Total Population		
Responses	Count	% of Population
Received	44	9%
Total Population 466		
Single Family Respondents		
Responses	Count	% of Population
Received	33	9%
Total Population 348		
Multi-Family Respondents		
Responses	Count	% of Population
Received	9	8%
Total Population 118		

Treasurer’s Update:

Committee Updates:

ARB

- Responding to more than 16 ARB inquiries by different members
- Reviewing and approving 6 ARB requests for members
- Revising and rolling out of an updated Fencing Policy *(Thank you, Julie Z.!)*
- Developing new and rolling out the Associations' first Shed Policy
- Onboarding three new ARB Members *(Thank you, Sarah, Tom, & Taylor!)*
- Retiring of two long time ARB Members *(Thank you, Jim & Chuck!)*

Parks Committee

- Multiple Park equipment repairs including a new backboard/hoop on Cimarron and Sandbox
- Parks Committee facilitated several park clean-up days *(Thank you, Parks Committee!)*
- Onboarding a new local park equipment vendor CRS (Commercial Recreation Specialist)
- Facilitating the removal of more than half-dozen dead trees and stumps

Board Election:

- Shane Berken, Member & Current Resident since 2018

Open Q & A / Member Topics:

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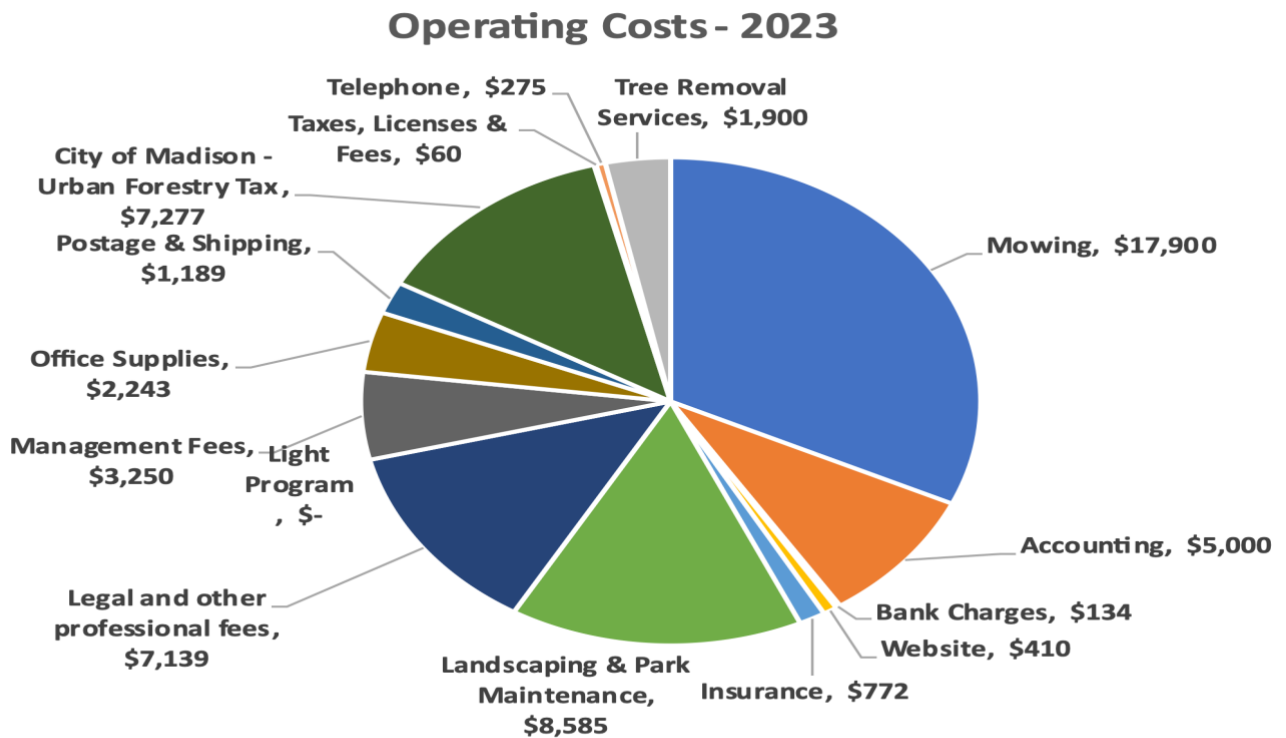
Financial Update:

When Westhaven Trails was developed about 12 acres of land was set aside and placed into the Westhaven Trails Community Services Association as 'common areas' to be used as private parks and trails for the enjoyment of residents. The 12 acres contains paved trails, 8 parks, wooded areas, and open green spaces. Westhaven Trails is one of the only neighborhoods in Madison that owns this much land privately for its residents. The parks, trails, open green spaces along with our private courts parks is one of the unique elements that makes Westhaven Trails such a fantastic neighborhood.

The association's primary duties and function are as follows:

- 1) Managing the operation, care, upkeep, and maintenance of common areas.
- 2) Provide oversight and enforce the rules and regulations set forth in the Declaration of Covenants.
- 3) Managing the finances and legal affairs of the association.

Where your dues go:



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Operating Profit & Loss

Actual For the Four Years Preceding December 31, 2023

Budget For the Year Ending December 31, 2024

	2020	2021	2022	2023	2023	2024
	Actual	Actual	Actual	Actual	Budget	Budget
General Dues	\$ 52,860	\$ 56,633	\$ 55,925	\$ 55,056	\$ 55,973	\$ 55,973
Special Assmnt: Maintenance Reserve				\$ 6,755	\$ 6,990	\$ 6,990
Special Assmnt: Parks Reserve				\$ 2,255	\$ 2,330	\$ 2,330
Mowing	\$ 17,400	\$ 18,900	\$ 18,100	\$ 17,900	\$ 17,500	\$ 17,500
Accounting	\$ 4,500	\$ 4,500	\$ 4,500	\$ 5,000	\$ 4,500	\$ 5,000
Bank Charges	\$ 48	\$ 92	\$ 83	\$ 134	\$ 100	\$ 100
Website	\$ -	\$ 228	\$ 1,200	\$ 410	\$ 1,000	\$ 1,000
Insurance	\$ 1,979	\$ 2,064	\$ 2,001	\$ 772	\$ 2,300	\$ 1,150
Landscaping & Park Maintenance	\$ 6,294	\$ 8,095	\$ 5,690	\$ 8,585	\$ 5,000	\$ 5,000
Legal and other professional fees	\$ 1,437	\$ 1,454	\$ 1,690	\$ 7,139	\$ 2,300	\$ 2,300
Light Program	\$ 915	\$ 422	\$ -	\$ -	\$ 150	\$ 150
Management Fees	\$ 4,400	\$ 3,600	\$ 1,800	\$ 3,250	\$ 3,000	\$ 3,000
Office Supplies	\$ 154	\$ 502	\$ 457	\$ 2,243	\$ 350	\$ 1,200
Postage & Shipping	\$ 371	\$ 188	\$ 1,095	\$ 1,189	\$ 600	\$ 1,200
City of Madison - Urban Forestry Tax	\$ 8,599	\$ 9,591	\$ 4,089	\$ 7,277	\$ 6,430	\$ 7,200
Taxes, Licenses & Fees	\$ 25	\$ 473	\$ 115	\$ 60	\$ 75	\$ 75
Telephone	\$ 284	\$ 280	\$ 296	\$ 275	\$ 300	\$ 300
Tree Removal Services	\$ 5,800	\$ 6,399	\$ 12,200	\$ 1,900	\$ 7,800	\$ 7,800
Total General Operating Costs	\$ 52,205	\$ 56,789	\$ 53,315	\$ 56,134	\$ 51,405	\$ 52,975
Net Income (Loss) from General	\$ 654	\$ (156)	\$ 2,610	\$ 7,932	\$ 13,888	\$ 12,318
Private Court Dues	\$ 15,200	\$ 15,200	\$ 15,200	\$ 19,400	\$ 19,500	\$ 19,500
Electricity - Private Court	\$ 2,474	\$ 2,482	\$ 2,649	\$ 2,716	\$ 2,600	\$ 2,600
Maintenance - Private Court	\$ 2,000	\$ 224	\$ -	\$ 213	\$ 500	\$ 500
Snow Removal - Private Court	\$ 17,042	\$ 15,305	\$ 11,623	\$ 22,727	\$ 15,500	\$ 15,500
Total Expenses	\$ 21,516	\$ 18,012	\$ 14,271	\$ 25,656	\$ 18,600	\$ 18,600
Net Income (Loss) from General	\$ (6,316)	\$ (2,812)	\$ 929	\$ (6,256)	\$ 900	\$ 900
Net Operating Income (Loss):	\$ (5,662)	\$ (2,967)	\$ 3,539	\$ 1,676	\$ 14,788	\$ 13,218

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Notes on the association’s 2023 operating costs:

Items where spending exceeded budget by more than \$500:

- Legal fees exceeded budget by \$4,800 due to drafting of proposed amendment changes (\$3,762), and other resident related matters (\$3,377).
- Office expense is for office supplies like printing fees, paper, and envelopes. Supplies exceeded budget by \$1,900 due to additional mailings, most notably the amendment proposals. Printing the amendment proposals was a considerable given the number of pages required. To reduce the cost of this, we printed double sided (this also reduced the cost of postage) and combined it with the annual invoices.
- Postage exceeded budget by \$590 due to additional mailings (one extra newsletter, and the amendment proposals and the required notice for the meeting regarding the proposed amendments). The proposed amendment notice required additional postage beyond a standard stamp, causing this to be more expensive to mail, we mitigated this to some extent by double sided printing and combining it with the annual invoice.
- City of Madison Urban Forestry Tax exceeded budget by \$850. A couple years ago the city agreed to reduce the burden on association and changed the classification of association land in a way that dramatically reduced the taxes imposed, however the charge that they could not remove is based on a rate set by the city which escalates annually. The escalation imposed this year was much higher than anticipated during
- Landscaping and park maintenance appears over budget but this is not including the additional funding (\$4,166) provided by the special assessment (\$2,255) and the prior year carryover (\$1,911). Technically landscaping and park is not over budget. **The park fund carryover for 2024 is \$580.**
- Snow removal on private courts exceeded budget by \$7,300 due to an active winter beginning of 2023.

	<u>2023</u>
General Fund Budget (Budget)	\$ 5,000.00
Prior Year Carryforward (Budget)	\$ 1,910.54
Special Assessment Reserve (Budget)	\$ 2,255.00
Caution tape	\$ (22.06)
Grass seed - sandbox Cimarron Park	\$ (31.64)
Playhut repair from fallten tree	\$ (845.92)
Grass seed - Muir Field Road	\$ (39.02)
Paint - playground equipment	\$ (17.87)
4 tons of washed pea gravel	\$ (179.35)
5 trees plus supplies	\$ (497.89)
Paint - playground equipment	\$ (28.98)
Paint - playground equipment	\$ (17.83)
Summer weed control	\$ (743.54)
Basketball hoop & sandbox 50%	\$ (1,602.55)
Slide repairs	\$ (2,212.51)
Basketball hoop & sandbox 50%	\$ (1,602.55)
Fall weed control	\$ (743.54)
Remaining Budget (2024 carryover)	\$ 580.29

Items where spending beat budget by more than \$500:

- Computers and website beat budget by \$590, this was due to this being a non-renewal year for website support.
- Insurance beat budget by \$1,528, this was due to consolidation of association policies which dramatically reduced the premium.
- Tree removal services beat budget by \$5,900, this was due to the lack of storms experienced this summer, storm damage is the primary driver of tree removal costs for the association.

Other financial notes:

- In 2023 we tested using online payments, approximately 13% of dues were paid online. This will continue to be an option for those who prefer.
 - The payment portal can be accessed by visiting: <https://westhaventrails.org/online-payments/>
 - Please be sure to include the following with your payment: Invoice number, Property address, and **assessment amount plus 5% to cover transaction fees**