



Parkwood Village Homeowners Association



2014 Spring Edition

www.parkwoodvillage.org

2014 Board of Directors

Dana Warren	President
Jennifer White	Vice President
Mark Habich	Treasurer
Marlene Reineking	Secretary
Jim Stahl	Director
Marilyn Virtue	Director
Nancy Evans	Director

Condolences

We extend our sincere sympathy to those families who have recently lost a loved one.



Donna Johnson-Schmidt, Bill Schmidt
Jane Peckham
David and Judy Ferwerda
The family of Randy Bartels

Management Company

Coal Morton Incorporated

Managing Agent for the
Parkwood Village Homeowners Association

Phone: **608-249-2736** Fax: 608-234-5952
For Emergencies Only: 608-259-2820

Requests for Maintenance should be submitted via the PVHA website: www.parkwoodvillage.org

Lou: Maintenance, Projects, Schedules, Budget
Lou@coalmorton.com

Mary: Accounting, Fees, Website, Newsletter
Mary@coalmorton.com



Insurance Information for Sales or Refinancing

Certificates of Insurance and/or copies of the PVHA master policy are required for closings, refinancing, sales, etc. and should be requested **by the Homeowner** from the Associations insurance company

American Family Insurance (Agent – **David Scher**)
637 E. Washington Ave., Madison, WI 53703
Phone: 608-249-3111 Fax: 608-661-0258



Mr. Scher's staff are licensed and qualified to assist you with the information you need. In most cases the turnaround time for providing the documents to you or the company requesting them is the same day to within 24 hours.

New Faces in the PVHA Community

Elizabeth Olivas - Thallen Galloway
(232 Grand Canyon Drive)

Michael & Jessica Maher
(6602 Offshore Drive)

Laura Steinhoff
(208 Grand Canyon Drive)



Fees and Banking

2014 PVHA Monthly Fees:
1.008% of ownership – Fee is (\$255.00)
1.057% of ownership – Fee is (\$267.00)

PVHA changed financial institutions in March 2014 and is currently with:

Summit Credit Union
401 S Yellowstone Dr.
Madison, WI.

Summit offers a personal payment service to their customers called Popmoney. It's like "Bill Pay" only without the need to write checks. The service is free to Summit members if at least one bill is paid per month using the system; otherwise, the cost is \$4.00.

Go to: www.summitcreditunion.com/bill-payer.html for more details. Call 243-5000 or visit Summit Credit Union in person at 401 S Yellowstone Drive.

Answers - Cluster Mailboxes Survey Questions



Eric Bussa of USPS was asked to attend a follow-up Board meeting to respond to your questions from the survey. Some answers are provided below. The picture to the left is only to give you an idea of what the cluster mailboxes may look like. They are not the exact ones being considered.

- Cluster mailboxes are not yet mandatory for existing structures but are required for new construction.
- Installation is voluntary at this time with no cost to the Association. Should it become mandatory, installation costs could exceed \$7000.
- The USPS has the final decision where they would go. Two locations would be considered consisting of three groups each of 16 cluster boxes.
- Once installed, they become the property of the Association who is then responsible for their maintenance.
- Each mailbox is 3¾" high, 12" wide and 15" deep
- The mailboxes have both incoming parcel lockers and outgoing mail slots.
- You would hold the only key. If lost, you must make arrangements with the post office to obtain a new key.
- Whether or not there would be a cover over the mailboxes is yet to be determined.
- Maintenance of the cement slab would be included in the snow removal contract.
- A form is available for hardship/disability cases. If approved by the USPS, mail would continue to be delivered to your door.
- If you receive a package, it would be put inside one of the six parcel boxes in each cluster and a key to that parcel would be left in your specific mailbox. If all boxes are full, the package would be delivered to your door.

"Request Maintenance" Form on the Website

The "Request Maintenance" form on the PVHA website may be used for more than service requests:

- Submit a work order
- Request assistance
- Request parking stickers
- Make a vehicle change



Using the website is more reliable than making a phone call and insures accurate tracking of requests.

Parking in Drives & Parallel Parking Concerns

If your address is not one of the sixteen listed on the map in the PVHA directory that are not considered fire lanes, you and/or your guests may not park a vehicle in a driveway for periods to exceed fifteen minutes in accordance with the Parking Policy.



Parallel parking is not permitted in front of garages at any time. Prior authorization must be obtained from the Board or Management should a situation arise that would require the need to parallel park. If the request is granted, an allotted time frame would be given; and, you must work with your neighbor to minimize any inconvenience. Exemptions that do not require permission would be commercial services performed by a professional contractor (carpet cleaning, installing insulation, furnace or a/c replacement, furniture/ appliance pick up or delivery, moving in or out of the unit, etc.)

Whenever possible, you must make sure the vehicle can be readily moved to allow access to and from the parking lot and garages. Work with your neighbor.

PVHA Policy Adjustments



Recently, an email was sent to the Membership containing three policies. These were already existing policies that required minor tweaks to reflect the changing needs of the community.

- **Trash Collection Policy –**
Waste Management changed its pick up date for PVHA from Thursdays to Fridays. This change needed to appear in the policy. You may also want to "pen in" this change on page 5 of your current PVHA directory under Trash Removal.
- **Community Room Policy –**
The verbiage "Homeowner" has been changed to read as "Resident." The purpose of this change was to include both Owners and Tenants whose names appear on the lease contract access to the community room.
- **Community Room Key Policy –**
Key holder names were removed to eliminate the need for continual update of this policy due to yearly changes in persons holding specific positions. Names have been replaced with titles of those who will hold a key to the room for the purpose of opening and closing it following scheduled events.

Trash and Recycling Bin Reminder

Please put your trash and/or recyclable cart(s) out **AFTER 12:00 NOON** on Thursday. When an observed holiday falls during a collection week, pick up will be one day later. When this occurs, carts should also be placed out one day later. **All carts must be removed from the drives and placed back into your garage or patio within 24 hours of collection.** *Fines will be imposed for noncompliance as stated in the Trash Collection Policy.*

Addressing Pet and Noise Concerns

Fact: Pets are natural escape artists. Yes, it is policy that all pets (dogs and cats) must be leashed when outdoors. However, it is not uncommon for them to dart right past the Owner when a door is opened. If this is not a regular occurrence, it is not necessary to contact Management.

Fact: Cats, also, may not be allowed to run loose. Homeowners have called attention to cats sitting on their sills causing a disturbance with their pets. They have also been seen roaming in patios. As with dogs, cats must be leashed and not allowed to roam freely throughout the property.

Fact: You must clean up after your pet. It is the pet Owner's responsibility and the law to pick up pet waste. Many thanks to all of those who have taken the time to pick up after someone else's pet. It is greatly appreciated. Waste Management adheres to the City policies which now allow dog feces to be disposed of in the trash if it is inside a sealed bag.



Fact: Children can be boisterous during routine play. Even the most well behaved child is prone to meltdowns and will cry or throw tantrums given the right situation. You live in a family community; and, unless this behavior persists after 9:00 pm on a daily basis, your right to peace and quiet is not being challenged.

Should there ever be a concern for a child's welfare, call the police. They will handle the situation professionally and accordingly and determine if any risk is present.

Keep in mind that many of your concerns can be resolved by simply talking with your neighbor. If you do feel a situation cannot be resolved amicably, then you should register a formal complaint with Management. For any action to be considered, **your complaint must be in writing and signed, or sent via email to Mary@coalmorton.com.**

Plantings and Decorations in the Common Areas



Everyone is excited to get outdoors and start planting. But, before the garden gloves come out, keep in mind that there are some necessary guidelines to follow.

- If you would like to plant flowers in the common area in front of your home or in back by the garage, know that these are shared spaces with your neighbor. Neighbors should discuss plantings as some people have severe allergies to certain plants.
- The Association does not maintain personal plantings in the common area. Homeowners who plant in these spaces are responsible for the continual maintenance. If you decide you're no longer interested, the Association will then determine what to do with the space.
- Do not dig in the lawn or grassy areas. Much time and money goes into the reseeding of these areas each year to repair damage from traffic, plowing, or where plantings were removed.
- Herb and vegetable plants/gardens should not be planted in the common area. Please keep them inside your patio or in a pot that can be easily moved.
- Ornamentation such as bird baths, bird houses, gazing balls, solar lights, etc. are all acceptable ... just not all at the same time in the same area. Flowers or greenery should be present and should not be overshadowed by so many distractions that may not be appealing to everyone. Limit the number of items you put in the common space or you may be asked to remove them.
- Don't place items of value in the common area where everyone has access to them. Unfamiliar faces pass through the community daily; and, your property is at risk of being damaged or possibly stolen.
- Rakes, shovels, spades, fencing, fertilizer, etc. must be put inside your garage or patio at the end of each day. Leaving them outdoors makes the area look unsightly.
- No shrubbery or trees should be removed without authorization from the Board or Management.

Contact Management if you have any questions.

PVHA Annual Garage & Bake Sale

The garage and bake sale will be held on Saturday, May 31st from 8:00 am to 3:00 pm. If you would like to participate, please **call Nancy at 836-7201**. The cost is \$5.00 per household. This fee helps to cover the costs of advertising, signs, etc.

VOLUNTEER BAKERS ARE NEEDED.
Call Sue at 833-7851 or Judy at 833-5622

THE ASSOCIATION WILL ALSO HAVE A TABLE.

All proceeds from this table will be used to support Neighbor-To-Neighbor events.

If you have any items you would like to donate, please email Nancy at nevans0@gmail.com.

A dumpster will be brought in on the Thursday before the sale. Rules for disposal of items in the dumpster will follow the same as the City of Madison.

DO NOT put the following items in the dumpster:

- Anything recycleable
- Cardboard boxes (Put in your recycling cart.)
- Anything that requires a city sticker for disposal
- Computers, monitors, televisions (No longer picked up by the city, there is a disposal charge, and they must be brought to a city trash facility)
- Large items (i.e. tables, sofas, recliners, tubs, etc.) should be put on the terrace for large item pick-up with a sticker when necessary.)
- **CHECK THE RECYCLOPEDIA** for complete details at: www.parkwoodvillage.org.

Please comply with the City of Madison rules so the Association does not incur additional costs due to excessive weight and non-acceptable items being disposed of in the dumpster.

Yard Waste – Leaves - Twigs - Branches

Property Services maintains the seasonal lawn care in the common areas to include raking at least twice during the appropriate times.

Homeowners are responsible for maintaining their patios. Please refer to the Trash Collection Policy.

- All yard waste, leaves, and twigs should be put into bags and brought to the fenced-in disposal area to the left of the maintenance garage doors.
- Property Services will remove all bagged yard waste from the maintenance area once it begins to accumulate.
- Maintenance will collect large branches.

Management would like to extend a sincere “Thank You” to the many volunteers who give so much of their time and energy to the community. More things are possible because of your generosity.

Useful Tips for Around the House

Candles – They last longer if you put them in the freezer for at least 2 hours prior to burning.

Tupperware - Spray with a nonstick cooking spray before pouring in tomato based sauces to prevent staining.



To relieve headaches, cut a lime in half and rub it on your forehead. The throbbing will go away.

Ants – It’s been said that ants will never cross a chalk line. Draw a chalk line on the floor or wherever ants appear to enter your home and see if it works for you.

Earwigs - Put any type of vegetable oil into a tuna can. The tuna smell attracts the bugs and the can is low enough so they get in easily, and the oil drowns them.

Lime & Mineral Deposits – Soak paper towels in vinegar and put them around your faucets for one hour. This seems to break down scale and also shines the chrome.

Neighbor-To-Neighbor Upcoming Events



May 31st - Annual Garage & Bake Sale (8 am - 3 pm)

The Bake Sale will be held in the community room. **Bakers needed.** If you are able to contribute time or bakery for this event, contact Nancy at 836-7201.

July 4th - Annual Fourth of July Parade (10:00 am)



Decorate your bikes, wagons, strollers, etc. and join your friends and neighbors as they march throughout the association. Refreshments will be available after the parade in the community room.

August 3 - Annual Potluck Picnic (4 pm to 7 pm)

The event will be held in the picnic area by the community room. (More details will follow as we get closer to the date.)

September – Pool Closing Ice Cream Social (Date is yet to be determined.)



October 25 – Halloween Party (3 pm to 5 pm) in the community room. Costumes are optional.