



# Parkwood Village Homeowners Association

## 2017 Second Quarter Newsletter

[www.parkwoodvillage.org](http://www.parkwoodvillage.org)



### 2017 Board of Directors



Jennifer White	President
Bonnie Buzogany	Vice President
Marlene Reineking	Secretary
Mark Habich	Treasurer
Jim Stahl	Director
Nancy Evans	Director
Susan Golz	Director

### PVHA 4<sup>th</sup> of July Parade Is Cancelled



This is the time of year when there are many family commitments, summer vacations, get-togethers, and picnics, etc.

As the Neighbor-to-Neighbor Committee, the Volunteers, and some past participants of this event are also affected by other obligations, it was decided that it would be in everyone's best interest to cancel this year's parade plans. We apologize for the short notice. A big thank you to everyone for all the years they could be present and we look forward to next year.

FYI - The Neighbor-to-Neighbor Committee does have several more upcoming plans in the works for events that are new and fresh and that everyone will surely enjoy.

### Coal Morton Inc. - Property Management Company

Coal Morton Incorporated is the Managing Agent for the Parkwood Village Homeowners Association (PVHA). Business hours are Monday through Friday, 9:00 a.m. to 3:00 pm. Closed weekends and holidays. If we are not available at the time of your call please leave a message and we'll return your call as soon as possible.

Business Phone	608-249-2736
Emergency Calls Only	608-259-2820
Louis Glauner	Lou@coalmorton.com
Mary Glauner	Mary@coalmorton.com

### Summit - ACH Option Now Available



Summit Credit Union has upgraded to a new "Cash Management" online system. PVHA can now process ACH payments from Homeowners.

ACH payments are electronic payments that are created when the customer gives an originating institution, corporation, or other customer (originator) authorization to debit directly from the customer's checking or saving account for the purpose of bill **payment**.

We understand that not everyone is comfortable with electronic payments. This is only to make you aware that this option is now available. If you are interested, please complete the attached form and return it to: Coal Morton Inc., 2318 Superior St., Madison, WI 53704. You will also need to attach a voided check.

### Grilling Outdoors

Once again, we would like to remind all PVHA Residents that, (per the City of Madison Fire Department Ordinance MGO 34.308) grilling with charcoal and LP-gas grills and other Open Flame Cooking Devices is not permitted within 10 feet of combustible construction. (i.e. siding, deck, fence, etc.)

Make sure the coals are completely cooled down with water before disposing of them; and, see that all ashes are contained in a non-combustible container.

Per the Fire Department, electric grills are permitted inside your patio.

### Next PVHA Board of Directors Meeting

**Monday, July 10<sup>th</sup>, 2017**  
**7:00 PM - PVHA Community Room**

If you wish to speak at a meeting, please notify the Secretary, Marlene Reineking, of the topic prior to the meeting and you will be put on the agenda. Call 833-7061

## Service Requests



For Management to keep accurate records of requests and work performed, it is necessary for all service requests to go through the office.

The preferred and most reliable way to submit a request is to use the **“Request Maintenance”** button on the PVHA website. At the time of your request, you will also receive a message that gives you the opportunity to make any necessary changes to your work order before submitting it. Once clicked, a “Thank You” form will appear acknowledging that the request has been received by Management. If you do not have access to a computer, call 249-2736.



Please do not make requests to the maintenance technicians while they are in the field working to ask them to perform a work order. They are provided with a daily schedule of what needs to be done each day. Your request may be forgotten by the time they return to the maintenance shop and it won't be recorded for follow-up or completion. Regardless of the size or time involved with your project ... **All service requests must go directly through the office so they can be scheduled accordingly.**

## National Crime Prevention Council Talking With Your Children About Safety

You may have seen the police incident report about a suspicious person in the Hill Farms Neighborhood on the near west side who asked an 11 year old boy to get into his vehicle. Fortunately, the young man wisely refused and safely made it home on his bike.

Parents can protect their children from dangerous strangers by teaching them about strangers and suspicious behavior, and by taking a few precautions of their own.

### Who is a stranger?



A stranger is anyone that your family doesn't know well. It's common for children to think that “bad strangers” look scary, like the villains in cartoons. This is not only not true, but it's dangerous for children to think this way. Pretty strangers can

be just as dangerous as the not-so-pretty ones. When you talk to your children about strangers, explain that no one can tell if strangers are nice or not nice just by

looking at them and that they should be careful around all strangers. But don't make it seem like all strangers are bad. If children need help--whether they're lost, being threatened by a bully, or being followed by a stranger--the safest thing for them to do in many cases is to ask a stranger for help. You can make this easier for them by showing them which strangers are okay to trust.

### Who are safe strangers?

Safe strangers are people children can ask for help when they need it. Police officers and firefighters are two examples of very recognizable safe strangers. Teachers, principals, and librarians are adults children can trust too, and they are easy to recognize when they're at work. But make sure that you emphasize that whenever possible, children should go to a public place to ask for help.

You can help your children recognize safe strangers by pointing them out when you're out in your town. Also show your children places they can go if they need help, such as local stores and restaurants and the homes of family friends in your neighborhood.

### Recognizing and Handling Dangerous Situations

Perhaps the most important way parents can protect their children is to teach them to be wary of potentially dangerous situations – this will help them when dealing with strangers as well as with known adults who may not have good intentions. Help children recognize the warning signs of suspicious behavior, such as when an adult asks them to disobey their parents or do something without permission, asks them to keep a secret, asks children for help, or makes them feel uncomfortable in any way. Also tell your children that an adult should never ask a child for help, and if one does ask for their help, teach them to find a trusted adult right away to tell what happened.

You should also talk to your children about how they should handle dangerous situations. One way is to teach them “No, Go, Yell, Tell.” If in a dangerous situation, kids should say no, run away, yell as loud as they can, and tell a trusted adult what happened right away. Make sure that your children know that it is okay to say no to an adult in a dangerous situation and to yell to keep themselves safe, even if they are indoors. It's good to practice this in different situations so that your children will feel confident in knowing what to do. Here are a few possible scenarios:

For further information on this article or others, visit the National Crime Prevention Council Website at: <http://www.ncpc.org/topics/violent-crime-and-personal-safety/strangers>

**Helpful Crime Prevention Tips**  
provided by the Madison Police Department  
www.cityofmadison.com

The following information is offered to help residents of the City of Madison prevent burglaries and thefts from autos and assist the Madison Police Department in apprehending those who commit these crimes. If you have any questions referencing Crime Prevention or would like additional information concerning prevention strategies, contact Crime Prevention Coordinator Officer Rodney Wilson, by email at [rwilson@cityofmadison.com](mailto:rwilson@cityofmadison.com) or by phone at (608) 266-4238.

Most residential burglaries occur during the day. It would appear burglars are checking to see if people are home by ringing the doorbell and determining their next course of action based on that outcome. If no one answers, they may make entry into the residence on the side or rear of the home by breaking out a window or forcing the door. If someone does answer, they may ask for "Mary" and when told that no "Mary" lives there, they may say that they must have the wrong house.



Other burglars look for signs indicating that no one may be home; mail or newspapers stacked up, trash cans on the curb days after trash collection, or a dark house.

Some burglars aren't picky and may not care if you are home. We have seen some break-ins that occur in the middle of the night. Some people wake to the burglars who typically flee. Some people never know they have been burglarized until the next morning when they find property missing. Other burglaries occur as a result of open garage doors. Burglars quickly rifle through a car for loose change, iPods, cell phones, purses, GPS's, CD's or laptops. They may even steal a car in some circumstances.

#### **What can you do at Home?**

1. Lock your doors. Some of these crimes are opportunistic.
2. Lighting in general may help deter people as they no longer have the ability to move around in the cloak of darkness. Motion lights are a good deterrent if you are looking to be energy conscious.
3. Keep your garage door closed even when you are home.
4. Mark desirable property with driver's license number for later identification. Also, maintain a log of your desirable property with its description and serial number.

5. Increase the perception of occupancy by leaving on lights, radio, or TV.
6. If you will be out of town, have a neighbor or friend look in on the house.
  - a. Make sure someone picks up your mail and/or newspaper or put the delivery on hold.
  - b. During the snowy season, make arrangements for someone to shovel your sidewalk and driveway. At a minimum, ask someone to drive into your driveway to leave tire tracks, thus giving the appearance someone is home.
  - c. Use a variety of timers throughout the house to activate lights in different rooms.
  - d. Have someone put your trash can out on the curb, and return it, on trash day.

#### **Thefts from autos are also a concern so remember:**



1. Always lock your vehicle doors & keep the windows closed.
2. Never leave your vehicle running if unattended.
3. Limit the amount of personal information kept in the glove box or console to avoid identity theft.
4. Park close to light sources, in highly visible areas.
5. Remove, or at a minimum, conceal items in the vehicle interior. Popular items include: CD's, briefcases or Purses, Laptops, Radar Detectors, Portable GPS units, Loose change.
6. Avoid parking next to large vehicles (vans and trucks or SUV's).
7. Back into a space if possible.
8. In secure parking garages, make sure no one enters while door is open and never prop open a door that leads into a garage.
- 9. Be aware of suspicious persons or behavior and call 9-1-1 if observed.**

"Teamwork between residents and police is crucial."

<http://www.cityofmadison.com/police/documents/publications/residentialburglarytheftfromauto.pdf>

Someone looked to humor as a preventive measure in protecting their car by posting this sign.



## Cleaning Up After Your Pets



Due to several complaints regarding dogs running loose on the property and being allowed to do their business in the common area, we felt it was necessary to re-run this article as a reminder to everyone to clean up after their pet. This is a violation of the PVHA Rules and Regulations (#4.

Pets and Animals, rules F and H.)

Additionally, the following Madison General Ordinances (M.G.O.) pertain to your responsibilities for cleaning up after your dog.

- ALWAYS carry equipment sufficient to clean up your dog's feces whenever you and your dog are off your property. M.G.O. 7.322(2).
- Do not allow your dog to defecate on any property, public or private (except your own property), unless you immediately remove, and properly dispose of the waste. M.G.O. 7.322(1).
- Do not allow dog feces to accumulate on your property. M.G.O. 7.37(8). Dog feces can pose health risks to people and pets. The fine for violating any of these Madison General Ordinances is \$100.00.

**Each year a copy of the veterinary report required to obtain a license for your pet(s) i.e. both dogs and cats, must be provided to Management to verify compliance with the law that all shots/immunizations are current.**

Dogs are allowed at specific Madison Parks on-leash and off-leash per City of Madison Ordinance 23.32 and a Dog Park Permit is required for any visiting dog. Please know if you are a Madison resident, you will first need to purchase a Dog License, which is required by all City of Madison residents owning a dog over the age of 5 months. You may purchase a Dog License at the City Treasurer's Office. The Dog Park Permit is good for City of Madison on-leash dog parks, off-leash dog parks, Dane County Parks (posted areas only), the City of Middleton and the City of Sun Prairie pet exercise areas. Please see the Dog Parks brochure for details. Fees collected by each agency are used to support their own dog exercise areas and are available for purchase for the following year beginning December.

### Pet Licensing Fees

- Annual Permit Tag: \$32
- Senior or Disabled Permit Tag: \$16
- Additional or Replacement Permit Tag: \$16
- Daily Fee: \$5

## Register Your Vehicle

As Parkwood Village Homeowners Association grows, so does the parking. To properly maintain the parking areas, it is mandatory that Homeowners and Renters provide the office with details of each vehicle assigned to their home.

### Parking Policy

5.B All Vehicle Parking #4 reads as follows:

*(No resident may park more than two vehicles on Association property, including guest vehicles that will be on the property longer than 72 hours. This limit does not include vehicles in the garage and does not count guest vehicles on the property for less than 72 hours.)*

This is a reminder to those who have not yet contacted Management via email to register their vehicle(s). The following information is required for all vehicles parking on any of the PVHA lots.

Name of Owner:

Address:

Year:

Color:

Make:

Model:

Current License Plate Number:

State of Registration:

All vehicles parked on the lot must be operable, registered with the office and display a current license plate.

**Noncompliance puts you at risk of a parking citation or having your vehicle towed.**

You may send the information directly from the website at [www.parkwoodvillage.org](http://www.parkwoodvillage.org). On the homepage, click on the left bottom button under "Service Requests." This button is for both requesting service/maintenance and/or making a change in vehicles. You may also email Management with the necessary information at the following email address: [Mary@coalmorton.com](mailto:Mary@coalmorton.com)

**The speed limit throughout  
Parkwood Village is**





**ACH Authorization Form**

**Parkwood Village Homeowner's Association**

I (we) hereby authorize Parkwood Village, hereinafter called THE COMPANY, to initiate entries to my (our) checking/savings account at the financial institution named below, hereinafter called THE FINANCIAL INSTITUTION, and if necessary, initiate adjustments for any transaction credited/debited in error. **Amount shall be equal to the current monthly assessment approved by THE COMPANY in the annual budget unless otherwise specified below.** ACH transaction will be processed on or after the 5th day of each month. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Checking Account

Savings Account

\$ \_\_\_\_\_

(Amount if greater than Assessment)

\_\_\_\_\_

(Date to Begin Automatic Withdrawal)

\_\_\_\_\_  
(Name of Financial Institution)

\_\_\_\_\_  
(Address of Financial Institution – Branch, City, State & Zip)

\_\_\_\_\_  
(Routing Number)

\_\_\_\_\_  
(Account Number)

These numbers are located on the bottom of your check as follows:

Ⓜ 123456789 Ⓜ 1234567890123 Ⓜ  
Routing Number Account Number

This authorization is to remain in full force and effect until THE COMPANY has received written notification of its termination in such time and in such manner as to afford THE COMPANY and THE FINANCIAL INSTITUTION a reasonable opportunity to act on it.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Name – PLEASE PRINT)

\_\_\_\_\_  
(Address – PLEASE PRINT)

**Please fill out and return to: Coal Morton, Inc., 2318 Superior Street, Madison, WI 53704**

**STAPLE VOIDED CHECK HERE.....**