

Parkwood Village Homeowners Association Second/Third Quarter 2019 Newsletter



PVHA Board of Directors

<u>President</u> -	Bonnie Buzogany 106 Grand Canyon Drive 279-9997
<u>Vice President</u> -	Lillian McGrath 6652 Offshore Dr. 833-0037
<u>Secretary</u> -	Marlene Reineking 134 Grand Canyon Dr. 833-7061
<u>Treasurer</u> -	Timothy Jaberg 18 Grand Canyon Drive 920-227-8952
<u>Director</u> -	Nancy Evans 128 Grand Canyon Drive 836-7201
<u>Director</u> -	Susan Golz 30 Grand Canyon Drive 772-0208
<u>Director</u> -	Jim Stahl 6648 Offshore Drive 833-4415

***The next Board of Directors Meeting will be on
Monday, September 9th, 2019
in the Community Room.***

Management Company

Coal Morton Incorporated

Phone: 608-284-9676

Emergency Only: 608-259-2820

Hours of Business: Mon. – Fri. 9:00 AM to 3:00 PM
Closed weekends and holidays. Leave a message if we are not available. Your call will be returned as soon as possible.

Maintenance Requests: It is preferred that all requests be submitted through the PVHA website on their homepage at: www.parkwoodvillage.org.

Contact Information:

Louis Glauner: Lou@coalmorton.com

Mary Glauner: Mary@coalmorton.com

Alderman Keith Furman



Home Address:
5235 Harbor Court
Madison, WI 53705
Phone: 608-266-4071

district19@cityofmadison.com
[Contact Alder Keith Furman](#)
[Contact Council](#)

When Your Mortgage Company Requests A Certificate of Insurance / Declaration Page

For the purpose of refinancing, your mortgage holder will usually request a copy of the PVHA Declaration Page.

A certificate of insurance is a document issued by the Association's insurance company verifying you have insurance coverage on your home, what that coverage is, who it covers, the effective date of the policy, and the types and dollar amount of limits and deductibles.

To request a Certificate of Insurance / Declaration Page, call M3 Insurance at **608-273-0655** and tell them what your mortgage company is requesting; **or, email** Dani Noble at M3 Insurance Dani.Noble@m3ins.com and a certificate will be sent directly wherever it needs to go on your behalf.

Growing Concerns From Residents

Going forward, we want to address resident concerns and also provide reminders of policies that sometimes get overlooked as not being that important. All rules/policies are in place for a reason; and, it is our responsibility to ensure that all Residents of PVHA and their Guests abide by the rules so all neighbors can live comfortably side by side and enjoy the community and what it has to offer.

We welcome your input and hope that you find this information useful. Please do not hesitate to call or email Management at Mary@coalmorton.com.

Pet Rabies Vaccination Certificates

All Residents who have a cat or dog are required to provide Management with formal proof of a current rabies vaccination certificate from the vet to be in compliance with the Pet Policy. This document will provide the following information for each pet:



Date Vaccinated and Expiration
Rabies Tag Number and Serial Number
Name, Species, Sex, Age, Weight, Breed, Color
Microchip Number if available.

Owners of pets are required to adhere to the City of Madison Laws and General Ordinances and PVHA Rules & Regulations, Page 3, No. 4 – Pets and Animals

As the Owner, it is necessary for you to inform your insurance company that you have a dog and to provide them with the breed information. Many companies have a non-acceptable breed list that they will not insure and having ownership of a non-acceptable breed could jeopardize your insurance coverage.

Non-compliance of the rules generating the most concerns/complaints from Residents are as follows:

- ✓ **Clean up after your pet.** Please remember that it is your responsibility to clean up after your pet whether it's in the common area, limited common area, or on the city terrace.
- ✓ **Pets must be housed in your own home, not on the grounds.** Pets should not be kept on the common elements or limited common elements unless accompanied by the Owner the entire time.
- ✓ **Tethering animals in the common area.** Same as above. Animals must not be left attached to a pole or stake with or without the Owner present.
- ✓ **Running off-leash.** Animals must always be leashed and supervised when on the PVHA grounds.
- ✓ **Excessive noise for unreasonable periods of time whether or not the Owner is Present.** A warning will be given and you may be fined in accordance with the Nuisance Rule (See Rules and Regulations No.3). Should subsequent incidents occur, some other measure must be taken that inhibits the noise or the pet must be removed from the community.

Pool Rule Reminders

The items listed here are generating the most concerns by others who also share the pool.

- **Animals are not permitted inside the fenced-in pool enclosure.** Often, on the day following the end of summer pool closure, having a doggy swim is considered. This is the only time animals would be welcome in the pool.
- **Eating is not permitted in the pool area.** Picnic tables are provided directly outside of the gate for this purpose.
- **Food, gum, alcohol, glass can't be brought into the pool or fenced in area.** See the Pool Policy for details.
- **For safety reasons, please do not jump into the pool. Residents are there to relax, read, or get some sun and would prefer not to get splashed. Diving is also not permitted.** Be considered of those who are sharing the space with you.
- **USE OF RADIOS AND BOOMBOXES ARE NOT ENCOURAGED.** If you are playing games in the pool, it is most likely that you would need to turn up the volume to hear it over everyone else. There are homes next to the pool where you must share the space and others who might be listening to something else. Please be considerate of each other.

It is our hope that everyone enjoys their time at the pool; but, you must abide by the policy and posted rules. Be considerate of other swimmers and sun bathers, and find compromises whenever possible.

Just an FYI – PVHA does not reserve or lease out the pool for individual events. Use of the pool is also not specifically included in the community room reservation. There is a maximum of 75 persons allowed in the pool. If the max has not been met and you wish to allow your guests access to the pool, remind them that there is no food, beverages, alcohol, gum, candy, glass, etc. permitted. The Homeowner is responsible for staying with his/her Guests at all times.

Save paper. Please read the Pool Policy in it's entirety on the website at: www.parkwoodvillage.org

Dogs/Cats Must Be On A Leash At All Times

It has been brought to the attention of Management that some pet owners are allowing their animals to run freely both on the PVHA property which is against policy and in the Mineral Point Park which violates the City of Madison park ordinances.

Please understand that not everyone feels comfortable around animals they are not familiar with. If a dog gets excited, is not leashed, and it starts to run toward you, it's a normal reaction to be afraid. If this happens to someone who knows little about animal behavior or maybe they just don't like animals, this could present a dangerous situation. For everyone's safety, including your pet, keep it leashed whenever it is outside of your personal living space.

Of Note:

Make sure that the "pet walker" is able to control the pet should a situation arise.



There are 26

On-Leash Dog Parks available.

<https://www.cityofmadison.com/parks/dogonleasharea>

There are 8 Off-Leash Dog Parks available

<https://www.cityofmadison.com/parks/dogoffleashpark/>

City Requirements:

- A **dog license** is required and may be purchased through the [City Treasurer's Office](#).
- A dog license is ONLY available after a rabies vaccination is administered by a veterinarian within 30 days after the dog reaches 4 months of age. Dogs under 5 months of age or without proper vaccinations, are therefore not licensed and are PROHIBITED.
- Dogs must remain on-leash to/from your vehicle to the inside of the dog park area.
- Dogs are not allowed in any non-designated park, which includes children's play areas, beaches, athletic fields, conservation parks, Forest Hill Cemetery or in any park building.

Display Your Parking Permit

P Residents are provided two parking tags to display on the rearview mirror of their vehicles when parked in the drive (if it is not designated as a fire lane – see map in your directory) or in a designated parking space on the PVHA lot.

Residents may have three vehicles only if one is in the garage or parked off the property and the other two on the lot are both displaying registered PVHA parking permits.

Recently, an exception of allowing a third vehicle to park on the lot if it is (operable, displays a current license plate and a management issued parking permit specifically assigned to that Owner) was discussed and approved by the Board if you meet the following criteria:

You do need to contact Management as the cost for a third tag is \$20.00 per month. The tag is renewable on the first day of each month. We are not able to guarantee that a spot will be available, only that you will have an opportunity to park in one of the PVHA lots without being ticketed or towed. All tags are numbered and assigned to each specific household.

Homeowners and Residents must be considerate of their neighbors when hosting an event that may require additional parking spaces. Please ask your guests to park on the street or in the large lot located in the northwest corner of the association.

PVHA Speed Limit



The speed limit in PVHA is 5 mph. The reason for such a modest speed ... Speeding puts everyone at risk. You are next to a bike path and a school. Children are active outdoors playing, or riding bikes.

The curve between 132 and 114 Grand Canyon Dr. can be dangerous as cars tend to zip around the corner, usually on the wrong side of the road. The same situation exists by the maintenance garage. Vehicles backing out of their garages or by the pool must carefully watch three sides, one of which is a blind corner. **FOR THE SAFETY OF THE PVHA COMMUNITY AND ITS' GUESTS ... DO THE SPEED LIMIT AND STAY ON YOUR SIDE OF THE ROAD.**

PVHA Rental Information Reminder

Due in part to stricter guidelines by lending institutions, condominium Associations must restrict the number of rental units that can be allowed at any one time. A limited number of additional units may be considered by the Board of Directors should a Homeowner fall under a "hardship" classification.



This is a reminder to all Homeowners that you are not allowed to rent your unit without following the procedures put in place for this purpose. (This policy explains what is required by the Homeowner when requesting to rent their unit at PVHA. A complete list of all necessary rental policies can be found on the website at: www.parkwoodvillage.org)

- A. Parkwood Village Homeowners Association allows (9) rentals.
 - B. **A two year residency in the unit located at Parkwood Village Homeowners Association by the current Homeowner is required before the unit can be placed on the rental waiting list.**
 - C. Your condominium fees must be current at all times.
 - D. Any Homeowner who is considering renting their condominium must first contact the management company to confirm the number of existing rentals.
 - E. If the Association allowance number of nine has already been met, the Homeowner can be placed on a waiting list. Contact by management when an opening becomes available will be determined by the location of your name as it appears on the list.
 - F. The following requirements will be adhered to:
 1. When a rental becomes available, the first person appearing on the list will be notified by management. If your condo fees are found to be in arrears at this time, you will be moved to the bottom of the list and the next person on the list will be given the same opportunity.
 2. The Homeowner will be given five (5) consecutive days to determine if their interest in renting the condominium is still present.
 3. At the end of the five days, a three (3) month time frame will be immediately established for the Homeowner to secure a Tenant while maintaining total compliance with the Rental Policy Guidelines.
- Obtain an appropriate Tenant
 - Provide management with the following documents:
 - Completed rental application from your prospective Tenant(s)
 - A copy of the background check if one was performed
 - Rental Policy – A copy of the lease contract signed "only" by the Tenant(s) that incorporates verbiage as is stated in the PVHA Rental Policy.
 - The signed Acknowledgement and Request for Approval Form
 - The required \$250.00 rental fee
 4. If a Homeowner is unable to rent the home within the three month period, that Homeowner will be removed from the current placement to the last placement on the waiting list. The next Homeowner on the list is then presented with an opportunity to secure a Tenant.
 5. In the event that no other Homeowner appears on the waiting list, you can immediately request approval of another three month window in which to try again to rent your home.
 6. **In the event a Homeowner lists their condominium for sale, it may be identified as a rental property ONLY if condo fees are current, the number of rentals is less than nine, there are no other Homeowners on the waiting list, and all rental procedures, as stated in the Rental Policy, have been observed. CHECK WITH MANAGEMENT FIRST.** If these conditions are not met, the condominium may not be advertised for sale as rental property and the new Owner/Buyer must apply for a position on the rental waiting list as soon as they assume ownership of the condominium.

Note To All PVHA Residents ...

All PVHA Policies, Governing Documents, City Ordinances, Budget Planning, Minutes, and so much more are available for printing directly from the PVHA website at: www.parkwoodvillage.org.

Questions ... Complaints ... Concerns ...

We ask that you bring any questions, concerns or complaints to the attention of the Management Company in writing.



PVHA is a community. We ask you to first make an attempt to work with your neighbor. Most often a simple conversation can diffuse any situation.

Should you still require assistance in resolving the matter, contact Management via email or in writing as all complaints must be submitted to Management in writing. Upon receipt, we will notify the Board for review and formal discussion of the complaint. Please send all emails directly to Mary@coalmorton.com. If you do not have access to email, leave your name and phone number and a brief summary of the situation. We will usually respond the next business day. (284-9676)

Please understand that all valid complaints will be kept on file. Should we not be able to resolve the problem in a manner that is acceptable to all parties, it could result in a legal matter. It would then be necessary to file a formal complaint.

Service Requests

For those of you who have access to a computer or email and to maintain the best possible control of Service Requests, we ask that you use the link located on the bottom left of the PVHA Homepage. It will take you to a brief form to complete and submit for service.

Be sure to leave your phone number or email for any questions we might have.

If you do not have access to a computer, please call Mary at 608-284-9676 and it will be written up and provided to maintenance for follow-up.

www.parkwoodvillage.org This is what the Service Request Button looks like:

Maintenance

Don't Be A Victim – Lock It Up

The Madison Police Department is taking every opportunity to remind you via the news and emails how important it is to lock your vehicles, your home, and to keep your garage door closed even when you are home.



Take important items out of your vehicle even if it is kept locked (i.e. laptops, purses, wallets, phone, loose change, fobs, etc.)

Homes are being burglarized regularly due to doors being left unlocked. Thieves are gaining access to homes through open garage doors. Garage door openers are being left in vehicles. This provides easy access to your garage and your home if your door is not locked. Your vehicle might also present a temptation to a thief. These are all “crimes of opportunity.” Don't make it easy for anyone to take advantage of you.

Just recently a home was burglarized while the owner was upstairs. When he came back downstairs he found the door ajar and called the police. Always be cautious.

To view police activity throughout city and details of actual incidents, go to the City of Madison incident reports at:

<https://www.cityofmadison.com/police/newsroom/incidentreports/>

Waste Management Carts



When driving by the maintenance garage you will notice there are several WM carts lined up along the north side of the building. These carts are used specifically by the staff for leftover trash from PVHA handyman projects, grounds cleanup, individual grounds trash bins, Neighbor-To-Neighbor events, and Board and Committee meetings.

Most recently, residents have been using these carts for their personal disposal of trash. Names have been found on trash and recycling; and, other Residents have said they watch cars stop out front and drop bags in the carts.

Please ask your neighbor about putting a bag of trash in their cart; or, wait until the next collection. Maintenance has limited areas to store trash from PVHA projects including items they must remove from the terrace when someone puts items out without tags or when it's not a large item day. The City will fine PVHA for leaving items on the terrace.

Current Wisconsin Child Car Seat Law

After personally witnessing children sitting in the front seat of a vehicle and others not restrained in a car seat, I thought it was time for a reminder.

Wisconsin requires the following child restraint systems:



- Children must be in a car seat until they reach age 4 and 40 pounds, and in a booster seat until they reach age 8, more than 80 pounds in weight, or more than 4 ft. 9 in. tall.
- **Tiered structure applies:**
 - Less than 1 year old, or less than 20 lbs. must be in a rear-facing child seat in the back seat (if so equipped)
 - If at least one year old and 20 pounds, but less than four years old or less than 40 pounds, must be in a forward- or rear-facing child seat in the back seat (if so equipped)
 - Age 4 to age 8, and between 40-80 lbs., and no more than 4 ft. 9 in. must be in a forward- or rear-facing child seat in the back seat (if so equipped) or a booster seat.
- **Penalty for non-compliance depends on the age of the child:**
 - If less than four years of age, the total penalty is \$175.30.
 - If between ages 4 and 8, the total penalty is \$150.10 for the first offense, \$200.50 for a second offense, and \$263.50 for third and subsequent offenses.
- There are no exemptions from these rules allowing removal of a child from a restraint to attend to personal needs (such as feeding or diapering.)



"Accidents happen all the time. Help to protect your most precious cargo."

<https://wisconsindot.gov/Pages/safety/education/child-safety/default.aspx>

PVHA Website

Always check the Parkwood Village Homeowners Association website for changes and/or updates. Go to: www.parkwoodvillage.org and click on "refresh" so you're seeing the newest information.

Items Placed at the City Curb/Terrace

Place large items on the concrete portion of the city terrace located on the south end of the property up by the wooden fence closest to Mineral Point Road. **This should be done after the noon hour on the day before pickup or no later than 7:00 am on the day of pickup.**



If your large items were not picked up by the city, that usually means a sticker was required for removal, they did not classify the item as a large item, or the item was not properly prepared for pick up such as glass not taped or a refrigerator door was not removed. This means that you must remove the item or items from the terrace and store them in your garage or back patio until the next pick up day or the city will issue a fine for items remaining on the curb.

- Large items are objects too big for the carts, like furniture or appliances*
- Place items at the curb by 7am on the assigned day noted below.
- If a recycling fee is required, pick up a sticker at the library and make sure the sticker is facing the roadway.
- Place items away from obstructions, including low wires and branches.
- Place items neatly so collection can be fast and safe.

Remaining 2019 Large Item Collection Days By The City of Madison

(All large items should be placed directly on the concrete located by the PVHA southeast wood fence. This is at the first entrance to PVHA coming from Mineral Point Road.)

<u>Sept.</u> –	Fri. 6 th and 20 th
<u>Oct.</u> –	Fri. 4 th and 18 th
<u>Nov.</u> –	Fri. 1 st and 15 th
<u>Dec.</u> –	Mon. 2 nd , Fri. 13 th and 27 th

***Televisions and other electronics must be taken to a drop-off site for recycling.**

Review the City Recyclopeda on the PVHA website: <http://www.parkwoodvillage.org/Documents/City%20Specific%20Info/Recyclopeda2019-web.pdf>

Gardening and Landscaping

Below is a copy of the PVHA Gardening and Landscaping Policy. Please take time to get acquainted with what is considered the Homeowner's responsibility, and what is or is not acceptable.

- A. Patio fences are the property of the Association. Owners may not make any alterations to any structure or fence without prior written authorization from the Board. Should alterations be made to the fence without authorization, owner shall take full responsibility of repairs or replacement of the fence and be liable for costs.
- B. Owners may plant annuals or perennials in existing planting beds within 4' of their unit in the front common area. The owner is responsible for the maintenance of all plants which they install. No planting bed may be expanded without approval from the Board of Directors.
- C. To minimize damage due to snow plowing at the rear of the buildings, all plantings should be at least a minimum of 1' from the pavement. If you have gardens in the back of your unit by the garage and driveway, and you do not leave the 1', snow plowing operations are not responsible for damage. The snowplowing also applies to planting along sidewalks.
- D. The following items are permitted within a unit owner's planting beds: bird feeders, lawn figures or ornamental art. Such items must be limited in quantity to a maximum of four items per side of unit and kept in good repair. No items may be placed on fences with top boards. (New fences will not have a top board.) Items must not block any views, obstruct driveways, sidewalks or any common area space.
- E. Any items planted outside of owner's planting bed, in the common area, without permission from the Association, can be removed without notice. The planting or removal of any tree or shrub requires the approval of the Board.
- F. The installation and maintenance of any fixture, planting structure or ornamentation of any kind on the Common Area fences, gates, balconies or decks visible from the Common Area must be approved by the Board of Directors. For this purpose, anything shall be considered a fixture if it requires special electrical, plumbing or other utility connections or if it is affixed by nails, screws, bolts or similar means. Holiday lighting on fences is acceptable if small staples are used.

- G. Trees, shrubs, vines, other plantings or umbrellas from a unit's private patio must not encroach on a neighboring unit's patio area. Owners are responsible for any damage caused by a tree, shrub or vine originating inside their patio area.
- H. Vines must not be attached to any exterior building surfaces or common area fences.
- I. The Association reserves the right to enter a patio area to correct any situation where plants, shrubbery, vines, trees, weeds, or other growth is overgrown, or is deemed a potential hazard. This will be effective fourteen (14) days after the owner has received a written notice and fails to correct the problem. Homeowner will be billed for service.

NOTE TO HOMEOWNERS:

If you no longer wish to maintain the space provided directly in front of your home and/or the space located outside of your fence, let Management know via email. They will work on restoring it to grass or something very low maintenance.

School Is Back In Session

School starts this week; so, here are a few reminders to help keep our children, parents, and anyone who comes in contact with school buses more aware and safe.



A new state law that went into effect Tuesday should mean safer travel for kids using school buses. The law requires all school buses in Wisconsin to have flashing amber lights, used as a warning to drivers that the bus is preparing to stop when the flashing red lights are activated. The law applies to buses built after Jan. 1, 2005.

"Flashing amber lights are a signal that the school bus is preparing to stop, so drivers need to slow down, pay attention and proceed carefully," State Patrol Lt. Karl Mittelstadt said in a statement.

"Drivers are allowed to pass a moving bus with flashing amber lights, but they should do so cautiously," Mittelstadt said. "Once the bus displays flashing red warning lights, drivers both in front of and behind the bus must stop at least 20 feet from the bus, and remain stopped until the red lights are turned off or the bus resumes travel."

The flashing red lights are the main stop signal from a bus, so even if the school bus driver doesn't extend the red stop sign arm on the side of the bus, drivers still need to stop if the red lights are flashing.

Presented by: Bill Novak is a general assignment reporter for the Wisconsin State Journal.

**Parkwood Village
Homeowners Association
2019 Annual Business Meeting**



**The PVHA 2019
Annual Business Meeting
will be held at:**

**Schwoegler's Park Towne Lanes
444 Grand Canyon Drive
Madison, WI 53719**



**on
Thursday
November 14th, 2019
At 7:00 PM**

"MARK THE DATE"

**Saturday - September 7th, 2019
PVHA Ice Cream Social**

**PVHA Ice Cream Social
at the
PVHA Community Room**

3:00 PM to 5:00 PM



**Saturday - September 7th, 2019
PVHA Family Movie Night**



PVHA Family Movie Night
will take place
out near the pool area.

Please bring a lawn chair
and a blanket.

Time will be 7:00 PM until ????

This will be a family friendly movie.

End of Summer Pool Closing



**The PVHA pool will be closing
on Sunday, September 15th,
2019 at 9:00 PM.**

**We appreciate everyone who helped in
any way to make sure the pool was
opened, closed, and maintained.**

**We're looking forward to seeing you
next year.**

Volunteers

Thank you to all the
wonderful volunteers
who have helped to
make this a great year
for PVHA.

We have received so
many compliments
regarding the grounds,
the pool, and the
complex in general.

Great Job!

