



PARKWOOD VILLAGE HOMEOWNERS ASSOCIATION

A Great Place to Live • Established 1981

www.parkwoodvillage.org

PVHA BOARD MEETING MINUTES MONDAY JANUARY 9 2023 7:00 pm Virtual Meeting

Officers

President

Dana Warren
608-833-5703

Vice President

Susan Day
608-203-5430

Secretary

Shelby Lofthus
715-933-0183
*Elected by Board
01/09/2023*

Treasurer

Bonnie Buzogany
608-279-9997

Directors:

Kate-Ford-Roberts
608-576-7496

Susan Goltz
608-773-0208
*Elected by Board
01/09/2023*

Jim Stahl
608-833-4415

Management Services:
Coal Morton, Inc.

Phone: 608-284-9676
Weekend Emergency:
259-2820

Mary@coalmorton.com
Lou@coalmorton.com

Call to Order:

Vice President Susan Day called the meeting to order at 7:00 PM.

Roll Call:

Board Members Present: Susan Day, Bonnie Buzogany, Kate Ford-Roberts, Jim Stahl & Shelby Lofthus & Susan Goltz.

Board Members Absent: Dana Warren

Board Approval of new Secretary: Director Lofthus resigned from her position. MMSC by Ford-Roberts & Stahl to elect Lofthus to the vacant secretary position. MMSC to elect Goltz to fill the vacant board director position.

Homeowners Present - Virtual Board Meeting.

Homeowners are invited to join in on Zoom and are urged to participate.

Management Present: Lou Glauner & Mary Glauner, Coal Morton Inc.

Review and Approval of Minutes:

MMSC by Buzogany & Goltz to approve the minutes as submitted.

Financial Report:

Treasurer Buzogany reported finances as of November 30, 2022.

Checking	\$49,574.95
Reserve Fund/Fortune 500	163,138.68
Total Assets	212,713.63

MMSC by Lofthus & Goltz to accept the financial report as presented.

PVHA Committee Reports:

Neighbor - 2 - Neighbor Committee

Nancy Evans will remain Chairperson of the N2N Committee. She did not seek re-election on the Board of Directors.

Management Company Report - Activity for 10/12/22 - 1/5/23.

1. Projects and Other:

- Painted four garage doors (6642-6648 OD). Will paint four to eight doors per year using the two colors approved in 2018.
- Cleaned all gutters, removed and replaced loose gutter hangers and install 80' of gutter guards. Nice weather into November allowed us to finish gutter cleaning after all the leaves had fallen.
- Boley Tree Service installed a Sienna Glen maple tree to the east of 6608 Offshore Drive.
- Prepared equipment for the upcoming snow season. • Placed four barrels full of salt in areas where the drives regularly get icy. They are located behind the garages at 126, 214 and 266 GC and one across the parking lot from the garages at 138/140 GC. Please be sure to put the lid back on to keep the salt dry.

2. Annual Budget:

- Updated the Proposed 2023 Budget and held a Zoom Budget Hearing for homeowners on 10/24.
- Prepared and delivered all notices and information for the virtual PVHA Zoom Annual Business Meeting. Delivered reminder notices on 11/7 and sent follow up emails to remind homeowners to turn in their Proxies and Ballots. The extra effort led to a total of 54 members participating (22 attending and 32 by Proxy). The 2023 Budget was approved at the 11/10 PVHA Annual Business Meeting.

3. Snow Removal: Has been busy months with snow on six days in November and ten days in December. Four of the snow storms were in the 4" to 6" range. Total snowfall from 11/14 – 12/31/22 was 21". Overall, snow removal services have gone quite well.

4. TDS Bulk Fiber:

- Most billing issues have been resolved although we still have a few calls coming in. I now have a phone number to the local TDS call center for any PVHA homeowners who still have a problem with their individual TDS bill.

Old Business: None

New Business: Management has a local telephone number to reach TDS. If problems, please contact Lou for the number.

MMSC by Buzogany & Stahl to adjourn the meeting at 7:55 PM.

The next PVHA Board Meeting will be on Monday, May 8th 2023, at 7:00 PM.

Due to the Covid 19 Pandemic, Board Meetings will be Virtual until further notice. All Homeowners are welcome and urged to participate.

- **WEEKENDS:** Please remember that on weekends - call Coal Morton, Inc. only if you have an emergency. Please use the emergency number: 608-259-2820.
- **Large Item Pickup:** For large items, residents must schedule the pickup from the terrace/curb with the City of Madison Streets Division website. Recycling fees that the city requires for appliances, electronic devices and tires on the site may apply. Call the Division at 608-266-4681.
- Please use the maintenance work request form on our web page. It is important for documenting the Association work projects and requests. www.parkwoodvillage.org

Minutes prepared and submitted by Marlene Reineking. Visit the Parkwood Village Association website for all information: www.parkwoodvillage.org



PARKWOOD VILLAGE HOMEOWNERS ASSOCIATION

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PVHA BOARD MEETING MINUTES MONDAY JANUARY 13, 2023, 7:00 pm Virtual Meeting

Officers

President

Dana Warren
608-833-5703

Vice President

Susan Day
608-203-5430

Secretary

Shelby Lofthus
715-933-0183

Treasurer

Bonnie Buzogany
608-279-9997

Directors:

Jim Stahl
608-833-4415

Kate-Ford-Roberts
608-576-7496

Susan Golz
608-773-0208

Management Services:
Coal Morton, Inc.

Phone: 608-284-9676
Weekend Emergency:
259-2820

Mary@coalmorton.com
Lou@coalmorton.com

MMSC:
(Motion was Made,
Seconded and Carried)

Call To Order:

Susan Day called the meeting to order at 7:06 PM.

Roll Call:

Board Members Present: Dana Warren, Susan Day, Shelby Lofthus, Bonnie Buzogany, Jim Stahl, Kate Ford-Roberts, & Susan Golz.

Board Members Absent: None

Homeowners Present: Virtual Board Meeting.

Homeowners are invited to join on Zoom. Homeowners joining in were:..... Daniela (246), Nancy Evans, Kathryn Mohr.

Management Present: Lou Glauner & Mary Glauner, Coal Morton Inc.

Communications from Homeowners in attendance:

Virtual meeting.

Review and Approval of January 9, 2023 Minutes:

MMSC by Golz & Ford-Roberts to approve the minutes as submitted.

Financial Report:

Treasurer Buzogany reported finances as of December 31, 2022.....

Checking	\$50,365.34
Reserve Fund/Fortune 500	\$169,831.94
Total Assets	\$220,197.28

MMSC by Lofthus & Warren to accept the financial report as presented.

Treasurer Buzogany reported finances as of January 31, 2023.....

Checking	\$48,542.82
Reserve Fund/Fortune 500	\$178,936.70
Total Assets	\$227,479.52

MMSC by Warren and Ford-Roberts to accept the financial report as presented.

Committee Reports:

Neighbor – 2- Neighbor Committee: Nancy Evans welcomed Daniella to the community. There is a PVHA Facebook page and our official website (www.parkwoodvillage.org). Nancy gave an update on get togethers coming up with the first being an Easter egg hunt scheduled April 8th. The committee is still seeking feedback on whether to hold a community wide garage sale.

Pool Committee: Bonnie Buzogany is starting to look for volunteers to close the pool for 2023. Please contact Bonnie if you would like to help and close throughout the summer.

Management Company Report - Activity for 1/9 through 3/8/2023

1. Projects and Other • Raise Rite installed resistance piers at 32, 34 and 142 GC. Coordinated work scheduling and prep with homeowners. • Cut out drywall and studs at 32 and 34 GC to expose foundation cracks. This work is invoiced to the homeowners. Met with Patrick Eagan to inspect the cracks. • Handled correspondence with two homeowners regarding TDS Fiber. One was finally scheduling their installation and experienced some difficulties in setting up the appointment. The other issue was in regard to the homeowner not receiving the credit for the Bulk Fiber on their TDS bills in October, November and December of last year. They were and existing TDS customer prior to the Bulk Fiber start up.
2. January/February Snow Removal– Heavy snows continued. There was measurable snow on thirteen days in January and six days in February. Three of the snow storms were in the 4” to 6” range and most were heavy and wet. Total snowfall from 1/1 – 2/28/23 was 24.9”. The snow removal service during the 9” January snowfall was very good.

Old Business:

New Business:

- A. Waste Management (Changing Trash/Recycling Collection Date)
 - Management emailed the WM HOA Team and asked why the need for the frequent/recent collection date changes. In their response to the email, they stated that, “The service day is controlled by the operations team in our area. They will reroute the areas periodically to be more efficient, so unfortunately, we (the HOA Team) do not have any control over the service day.”
 - If your can needs to be replaced, please reach out to Management.
- B. 2023 Pool Season/Policy (Preliminary Discussion)
 - Discussion included the following:
 - Pool rules still seem appropriate for 2023. They will be voted upon at the next meeting.
 - Need a volunteer to open the pool on the weekends. Golz said she could help.
 - Closing the pool early later in the season as it gets dark earlier in the evening for safety concerns.
- C. Speed Bump Near 130 GC (Reinstall/Other)
 - MMSC by Day and Warren – to invest in less aggressive speed humps at 3rd drive at blind corner and at 4th drive by the blind corner to cost ~\$400/spot.
- D. 32-34 GC Foundation Crack Repair
 - \$3843.27 to repair crack in 32 GC (remove prior repairs, prep/clean wall, install forms, pump repair mortar into opening, remove forms, install epoxy, etc)
 - MMSC by Warren and Stahl to repair the foundation at 32 GC for \$3843.27

MMSC by Lofthus and Stahl to adjourn the meeting at time 8:33 PM.

The next PVHA Board Meeting will be Monday May 8, 2023, 7:00 pm.

Due to the Covid 19 Pandemic, Board Meetings will be Virtual until further notice. All Homeowners are welcome and urged to participate.

If you wish to speak at a Board Meeting please contact the secretary to be placed on the agenda prior to the meeting, and indicate your issue.

- WEEKENDS: Please remember that on weekends - call Coal Morton, Inc. only if you have an emergency. Please use the emergency number: 608-259-2820.

- Please use the maintenance work request form on our web page. It is more efficient for Homeowner and Management than making phone calls. It is important for documenting the Association work projects and requests. www.parkwoodvillage.org

Minutes prepared and submitted by Shelby Lofthus. Visit the Parkwood Village Association website for all information: www.parkwoodvillage.org



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PVHA BOARD MEETING MINUTES MONDAY May 8, 2023, 7:00 pm Virtual Meeting

Officers

President

Dana Warren
608-833-5703

Vice President

Susan Day
608-203-5430

Secretary

Shelby Lofthus
715-933-0183

Treasurer

Bonnie Buzogany
608-279-9997

Directors:

Jim Stahl
608-833-4415

Kate-Ford-Roberts
608-576-7496

Susan Golz
608-773-0208

Management Services:
Coal Morton, Inc.

Phone: 608-284-9676
Weekend Emergency:
259-2820

Mary@coalmorton.com
Lou@coalmorton.com

MMSC:
(Motion was Made,
Seconded and Carried)

Call To Order:

Susan Day called the meeting to order at 7:04 PM.

Roll Call:

Board Members Present: Dana Warren, Susan Day, Shelby Lofthus, Bonnie Buzogany, Jim Stahl, Kate Ford-Roberts, & Susan Golz.

Board Members Absent: None

Homeowners Present: Virtual Board Meeting.

Homeowners are invited to join on Zoom. Homeowners joining in were Brandon Hellwig, Tyler Coppens.

Management Present: Lou Glauner & Mary Glauner, Coal Morton, Inc.

Communications from Homeowners in attendance:

Virtual meeting.

Review and Approval of March 13, 2023 Minutes:

MMSC by Golz & Lofthus to approve the minutes as submitted.

Financial Report:

Treasurer Buzogany reported finances as of March 31, 2023

•	Checking	\$41,480.00
•	Reserve Fund/Fortune 500	\$191,667.43
•	Total Assets	\$233,147.43

MMSC by Buzogany & Stahl to accept the financial report as presented.

Committee Reports:

- **Neighbor – 2- Neighbor Committee**

Nancy – Easter Egg hunt had a really good turnout. Bake sale was the most successful we've ever had. This event funds all of the events that we have for the year. With a carryover of \$78 from 2022 and \$254 in sales this year, we have \$332.

Next Events:

- Bike Check-up – Sunday June 4th
- Schools' out celebration – Sunday June 11th
- Garage Sale – Saturday July 22nd

- **Pool Committee**

Bonnie – Still need people to close the pool at night.

Management Company Report - Activity for the month of May, 2023

Community Correspondence –

Noise Disturbances –

It was reported to management that an individual was walking around PVHA late at night on Sunday, 4/23 and Friday, 5/5. Board has decided to send a warning letter to the homeowners.

Management Company Report

With the exception of the record-breaking snowfall in March it has been a fairly quiet spring. Property Service was out in early April to seed plow damaged turf areas. We have started to seed some smaller areas and will finish this work next week.

1. Speed Hump Locations –

The speed humps were ordered about three weeks ago and should be in this week. In order to confirm the location for the two speed humps I have prepared a map for review at the meeting (see attached).

2. Snow Summary

There were nineteen snow events in January and February. March saw ten snow days with 8" on 3/10 & 13" on 3/26. The 2023 snowfall total to date is 50". Snowfall and salting operations thru the end of March will consume about 78% of the budget.

3. Brick work at 128, 140-142 GC -

Recently the homeowner sent photos which show the brick wall is shifting to the left of their front porch. Additionally, during the Raise Rite project, I noticed the brick wall at the front of 140-142 was shifting towards the edge of the foundation. I will be meeting with Scott Frey (Frey Construction) on 5/11 to obtain a price quote for the replacement of both brick walls with vinyl siding.

4. Upcoming Projects

- Prep pool for opening on Saturday, May 27 at 8 am.
- Have mulch delivered for Homeowner use 5/10.
- Clear out, plant and mulch circle beds.
- Finish turf repair/spot seeding.
- Mulching, shrub trimming/pruning and weeding common areas.
- Dumpster on-site (7/21 – 8/3). Garage sale is Saturday, 7/22.

Old Business:

A. PVHA 2023 Pool Rules

A copy of the PVHA Pool Policy approved on 5/9/22 was reviewed at the March Board meeting.

- MMSC Lofthus and Ford-Roberts to approve the PVHA Pool Policy.

B. Late Season Pool Closing Time

At their March meeting, the Board discussed changing the closing time for the later part of the pool season. With a 9 pm closing time it is dark for the pool closing from about August 1 through the end of the pool season. For reference the sunset and dusk times are attached.

For discussion: The pool closing could be one hour earlier (8 pm) starting on 8/15 and then have the pool close at 7 pm starting on 9/5 (the day after Labor Day).

- Bonnie and Lou will work this out with the closers.

New Business:

- A. Garage doors are being painted on the worst case basis.
- B. Tyler Coppens is wondering about being able to park his boat in an open parking stall.
 - a. MMSC Lofthus and Stahl to allow 1 night of overnight parking by board and management approval of boats/RV/etc with a max of 1 night/week.

MMSC by Lofthus and Stahl to adjourn the meeting at 8:17 PM.

The next PVHA Board Meeting will be Monday July 10, 2023, 7:00 pm.

Due to the Covid 19 Pandemic, Board Meetings will be Virtual until further notice. All Homeowners are welcome and urged to participate.

If you wish to speak at a Board Meeting please contact the secretary to be placed on the agenda prior to the meeting, and indicate your issue.

●WEEKENDS: Please remember that on weekends - call Coal Morton, Inc. only if you have an emergency. Please use the emergency number: 608-259-2820.

●Please use the maintenance work request form on our web page. It is more efficient for Homeowner and Management than making phone calls. It is important for documenting the Association work projects and requests. www.parkwoodvillage.org

Minutes prepared and submitted by Shelby Lofthus. Visit the Parkwood Village Association website for all information: www.parkwoodvillage.org



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PVHA BOARD MEETING MINUTES MONDAY July 10, 2023, 7: 00 pm Virtual Meeting

Officers

President

Dana Warren
608-833-5703

Vice President

Susan Day
608-203-5430

Secretary

Shelby Lofthus
715-933-0183

Treasurer

Bonnie Buzogany
608-279-9997

Directors:

Jim Stahl
608-833-4415

Kate-Ford-Roberts
608-576-7496

Susan Golz
608-772-0208

Management Services:
Coal Morton, Inc.

Phone: 608-284-9676
Weekend Emergency:
259-2820

Mary@coalmorton.com
Lou@coalmorton.com

MMSC:

(Motion was Made,
Seconded and Carried)

Call To Order:

Dana Warren called the meeting to order at 7:12 PM.

Roll Call:

Board Members Present: Dana Warren, Susan Day, Shelby Lofthus, Bonnie Buzogany, Kate Ford-Roberts, & Susan Golz.

Board Members Absent: None

Homeowners Present: Virtual Board Meeting.

Homeowners are invited to join on Zoom. Homeowners joining in were Linda Jaberg, Tyler and Tabby Coppens, Lisa and Scott Malawski, Shalory Sherman.

Management Present: Lou Glauner & Mary Glauner, Coal Morton, Inc.

Communications from Homeowners in Attendance:

Virtual meeting. Homeowner was curious if there was the possibility of a community firepit. At the moment, additional research would need to be completed, and an official proposal would need to be presented to board.

Review and Approval of May 8, 2023 Minutes:

MMSC by Roberts and Golz to approve the minutes as submitted.

Financial Report:

Treasurer Buzogany reported finances as of May 31, 2023.

• Checking	\$50,401.69
• Reserve Fund/Fortune 500	\$208,093.10
• Total Assets	\$258,494.79

MMSC by Lofthus & Golz to accept the financial report as presented.

Committee Reports:

• Neighbor – 2- Neighbor Committee

Nancy emailed updates to Shelby to share –

June 4th, Bike Checkup by Jim Stahl - Poorly attended. Jim suggests either holding earlier in the season or canceling all together. Thank you, Jim, for your time and expertise over the years.

June 11th, School's Out! Celebration for Students and Educators - Not well attended, with only a few students & educators. Beautiful cake and lots leftover (has been frozen for serving at the annual picnic). Committee will discuss whether to repeat this event.

July 4th Parade – Susan Golz shared that 8 people were apart of the parade and had fun making laps around the units. Thank you, Susan, for your time and support.

July 22nd Garage Sale, 8-3 - No participation commitments have been received yet, but hopefully will be soon. If there aren't many participants this year, then perhaps this event shouldn't be scheduled for the future.

NEXT SCHEDULED EVENT: **Annual PVHA Picnic**, Saturday September 9th.

The N2N Committee appreciates all comments, suggestions, and recommendations. Please freely send to Nancy Evans.

• Pool Committee

Bonnie – Pool has been extremely busy and enjoyed by all as the weather has been really nice. However, please clean-up after yourself (ie, put the umbrella down and the chairs back from where they were obtained).

Management Company Report - Activity for the month of May 15 through July 9, 2023

1. Swimming pool - Cleaned out the old cracked caulk and re-caulked several joints in the concrete pool deck sections. Prepped and opened pool on schedule for a very warm Memorial Day weekend.
2. Asphalt Maintenance - Met and toured asphalt with Jim Rozumalski (Fahrner Asphalt) to obtain a quote for crack sealing. The price from Fahrner is \$1,728 to rout all cracks to $\frac{3}{4}$ x $\frac{3}{4}$ inch, blow out the cracks and then seal them with Fed Spec ASTM D 6690 hot rubber sealant. I have worked with Fahrner for over 30 years in the property management business. They have always done excellent work at a fair price.
3. Completed and Upcoming Projects
 - 10 yards of mulch were delivered in late May. Homeowners used a majority of this much in their planting beds. CM staff used the remainder in the front beds from 218-232 GC.
 - Did turf repair and spot grass seeding in early June.
 - Weeded a majority of the common area beds once. Will be starting a second round of weeding this week. Thanks to all of the homeowners who helped pulling weeds near and around their homes.
 - Cleared out, planted and mulched the two circle flower bed/bench areas.
 - Cleared out the bed at the entrance signs near 6602 OD and 102 GC. At 6602 we planted an ash leaf spirea & three stella d'oro daylilies. At 102 GC we planted two ash leaf spires and four astilbe. Both beds were edged and mulched.
 - Installed new shrubs, edged and mulched the beds at the front of 140 GC and 6630 OD.

4. Upcoming Projects (to be completed between 7/11 and 9/1)
 - Work with Memorial HS to have dead tree removed on fence line in front of 12 GC.
 - An additional 6 yards of mulch will be spread in common area beds.
 - Shrub trimming/pruning and weeding in all common areas.
 - Removal of the timbers and elevated planting bed on the west side of 132 GC. A low maintenance mulch/shrub bed will be created in this area.
 - Dumpster on-site (7/21 – 8/4). Garage sale is 7/22.
5. Speed Humps - The Board approved \$800 (\$400 for each location) for the installation of speed humps at 132 GC and 6634 OD. The original speed bumps that were installed were intended to slow traffic to 5 MPH. They are aggressive at 12" W x 3" H. The less aggressive speed humps discussed at the March Board meeting were 24" W x 2.4" H. They are intended to slow traffic to 10 – 15 MPH. The 24 x 2.4" speed humps were ordered in April and would have cost \$1,050. They were supposed to come in 3 to 4 weeks. Then the order was delayed until 6/16. On 6/17 I was told that they would not come in until 7/28 and they were unable to promise delivery on that date. So, other options were explored, and I found and ordered 20 linear feet (10 two-foot sections) of 36" W x 2.4" H speed humps and they arrived within a week. The price for the 10 sections was \$900. After laying them out at both locations it would have left gaps that are too big in the middle and not extend to the road edgest. As they would not adequately cover both locations all ten sections were installed at the back of 6632 OD. During installation three residents actually stopped to say thank you for putting them in. So that both areas are covered for now, we temporarily put the original 12 x 3" speed bumps up at 132 GC. The asphalt trail is 12' wide at the back of 132 GC so it would only require six 2' sections to cover with the 36 x 2.4" speed humps at a cost of \$540.
 - It was recommended to leave as is for the year and no motion/action was made.

Old Business:

None.

New Business:

1. MMSC by Day and Buzogany to meet in person. With fiber optics to the Pool House, it's posed to have it be a hybrid meeting.
2. Discussion around parking in the designated parking stalls and parking illegally. If you need a new tag for parking, please contact management. If a guest is on-site, they should be using one of your parking tags. Shelby Lofthus and Tyler Coppens volunteered to check appropriate parking outside of Coal Morton's working hours.
3. MMSC by Day and Lofthus to have Fahrner Asphalt to perform crack sealing of all asphalt cracks at the price of \$1728.
4. 128 GC and 142 GC Remove Brickwork & Install Siding
 - Due to previous settling of the porch bump out areas at 128 and 140/142 GC the brick walls are separating in areas and sliding towards the edge/off of the foundation wall. To correct this problem the brick walls would be removed and then replaced with siding. This is the same as projects completed in 2020 at 126 for \$7,742 and at 222 GC in 2022 for \$7,742. Previous quotes for the project at 126 GC were \$9,195 from Sims and \$10,000+ from Waunakee Remodeling. For the work at two sites (128 and 142 GC) Frey Construction has submitted a Proposal for \$15,080. * \$7,540 per site. A total of \$25,000 is included in this year's budget for foundation piers and work related to settling. To date \$4,000 of was on repairing the major foundation crack at 32 GC. Frey Construction is a very reputable company and they have been in business for 27 years. They did an excellent job on the identical 126 and 222 GC brick/siding projects in 2020

and 2022 respectively. They offer a 15-year workmanship warranty and they have several very positive reviews available on both remodeling and construction projects.

- MMSC by Ford-Roberts and Day to approve the contract with Frey Construction for the brickwork/siding project at 128 and 222 GC.

5. Pool –

- Having the 2nd bathroom open during holiday weekends.
 - MMSC by Lofthus and Golz to have both bathrooms open every weekend.
- Vaping in the pool – with Mary's last email to the association about no smoking at all at the pool. This seems to have helped.
- Guest limits/review guest policy.

MMSC by Lofthus and Golz to adjourn the meeting at 8:46 PM to enter executive session.

MMSC by Day and Lofthus to adjourn the executive session meeting at 9:19 PM.

The next PVHA Board Meeting will be Monday September 11, 2023, 7:00 pm hybrid (in-person and a virtual option).

Due to the Covid 19 Pandemic, Board Meetings will be Virtual until further notice. All Homeowners are welcome and urged to participate.

If you wish to speak at a Board Meeting please contact the secretary to be placed on the agenda prior to the meeting, and indicate your issue.

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Minutes prepared and submitted by Shelby Lofthus. Visit the Parkwood Village Association website for all information: www.parkwoodvillage.org



PARKWOOD VILLAGE HOMEOWNERS ASSOCIATION

A Great www.parkwoodvillage.org

PVHA BOARD MEETING MINUTES MONDAY September 11, 2023, 7:00 pm Hybrid Meeting

Officers

President

Dana Warren
608-833-5703

Vice President

Susan Day
608-203-5430

Secretary

Shelby Lofthus
715-933-0183

Treasurer

Bonnie Buzogany
608-279-9997

Directors:

Jim Stahl
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Kate-Ford-Roberts
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Susan Golz
608-772-0208

Management Services:
Coal Morton, Inc.

Phone: 608-284-9676
Weekend Emergency:
259-2820

Mary@coalmorton.com
Lou@coalmorton.com

MMSC:

(Motion was Made,
Seconded and Carried)

Call To Order:

Dana Warren called the meeting to order at 7:11PM.

Roll Call:

Board Members Present: Dana Warren, Susan Day, Shelby Lofthus, Bonnie Buzogany, Kate Ford-Roberts, Jim Stahl, & Susan Golz.

Board Members Absent: None

Homeowners Present: Hybrid Board Meeting.

Homeowners are invited to join on Zoom or in the community room.

Homeowners joining were: Brandon/Courtney Hellwig, Joan Severson, Jim Jackson, Nancy Evans, Jan Glew, Marilyn Virtue, Judy Carlson, and Gerry Book.

Management Present: Lou Glauner & Mary Glauner, Coal Morton, Inc.

Communications from Homeowners in Attendance:

Jim Jackson brought up concerns of motorized vehicles on sidewalks. Jan Glew was curious on what additional trees would be removed yet.

Review and Approval of July 11, 2023 Minutes:

MMSC by Golz and Ford-Roberts to approve the minutes as submitted.

Financial Report:

Treasurer Buzogany reported finances as of July 31, 2023.

• Checking	\$48,499.81
• Reserve Fund/Fortune 500	\$220,380.91
• Total Assets	\$268,880.72

MMSC by Lofthus & Buzogany to accept the financial report as presented.

Committee Reports:

- **Neighbor – 2- Neighbor Committee**

Nancy – End of year picnic was nicely attended and had Mama Meg's, which was a great treat! Thanks to the Ice Cream Fairy who paid for the truck! It is much appreciated! 😊 Next event is the Halloween event being trick or treating and a parade! Make sure to put October 28th on your calendar! Nancy is thinking of putting something together to learn more about how to use an AED and Epi pen. Nancy proposes a face-lift to the community room!

- **Pool Committee**

Bonnie – Pool closes on the 17th! Should have one nicer weekend left for swimming! Doggy swim is on the 18th of September! It was a successful year for the pool, it seemed to be used more than in years past! Susan Golz offered to co-chair for next year. Will update at a later date

Management Company Report - Activity for July 12 through September 9, 2023

1. Swimming Pool Season has gone well; and, the pool will close on Sunday, September 17, at 9 pm. Doggie swim is Monday, September 18 from 7 to 9 pm.
2. Asphalt Maintenance Met and toured asphalt repair areas with Bob Opie (Poblocki Paving) to obtain a quote for asphalt saw cut out and replacement at three locations. Area 1 (see map) is behind 6602-6606 Offshore Drive. This area has areas that are both sunken and heaved up. If the base and asphalt are not replaced in this area the size of the damaged area will continue to expand due to water infiltration combined with freeze/thaw cycles. Area 2 is smaller but breaking up around a storm sewer drain cover at the back of 144/146 GC. Area 3 is a larger area behind 262-266 GC. This area holds water/ice in the winter and has resulted in previous slip/fall incidents. The area has required regular applications of 50 to 100 pounds of salt on a frequent basis throughout the winter. The asphalt would be removed and the base regraded to move the water away from the drives and center of the trail to the south edge of the asphalt/grass border. Poblocki is a preferred vendor that I have worked with for several decades. To verify that the price is fair and competitive I contacted Wolf Paving (also a very good company). Wolf Paving quoted a price of \$10,000 to \$15,000 to remove and replace an average sized driveway. Areas 1 and 3 are both the size of an average driveway at 11' x 65' and 13' x 60'. In other words, the cost for just these two areas would be \$20,000 to \$30,000 if the work were performed by Wolf Paving. I am seeking Board approval to contract with Poblocki Paving for the asphalt removal and replacement at all three locations for the Proposal Price of \$13,485*. This price includes saw cut, removal/replacement of the asphalt as well as the complete removal and replacement of the base material in Area 1. Recommended Allocations From the 2023 Reserve Budget \$4,100 was approved in the 2023 Budget for asphalt crack sealing and repairs. \$1,728 was approved for crack repairs. This leaves \$2,372 from planned Asphalt repairs. * Page 2 of 4 Looking at this year's Reserve Expenditures there is still \$4,900 available in concrete replacement and \$13,000 for unknown settling repairs. I would recommend allocating \$11,100* from unknown settling repairs to cover the necessary asphalt repairs. Preliminary 2024 Budget and Reserve Funding Notes Trash Collection: Due to recent scheduling issues with Waste Management I am in the process of obtaining a quote from Pellitteri for trash and recycling collection. Asphalt: Rate for asphalt replacement increased from \$27 to \$40 per square yard. This increased the total future cost for asphalt replacement from \$390,000 to \$576,000. Siding: Rate for siding replacement increased from \$5.25 to \$10 per square foot. This increased the total future cost for siding replacement from \$670,000 to \$1.3 million. Roofing: Rate for shingle replacement increased from \$340 to

\$_____ per square (100 sq. ft.). This increased the total future cost for shingle replacement from \$563,000 to \$_____.

3. Completed and Upcoming Projects • Updated Parking Information List and Parking Ticket Log. Made two parking monitor walkthroughs. Developed a new “No Parking Tag Notice” and “Parking Violation Notice”. Met with Shelby and Tyler so they can monitor parking in the evening hours and weekends. Handled emails from Owners/Guests that received a parking notice.
 - Finished pruning/shearing of all shrubs and yews.
 - Weed/mulch some large common area beds.
 - East of 122 GC cleared out large perennial bed and dug swale for water to flow away from the side of the house.
 - Removed the raised/rotted timber planting bed on the west side of 132 GC.
 - Completed fence repair/painting at four homes (32/34 and 134/136 GC).
 - Frey Construction completed the removal of the brick walls and siding installation at 128, 140/142 GC. Upcoming Projects (to be completed between 9/12 and 11/15.
 - Install shrubs and mulch the area on the west side of 132 GC.
 - Convert the border area along the HS fence north of 2 GC to a No Mow prairie/wildflower area.
 - Fall leaf/gutter cleaning (late October to early November). Will also install gutter guards in a few locations where gutters are located directly below overhanging trees.

Old Business:

None.

New Business:

1. MMSC Day and Fjords to make a policy to define that motorized vehicles are not allowed on PVHA sidewalks.
Amendment made and second by Lofthus and Golz to follow City ordinance language with how the motorized vehicles are handled on sidewalks.
2. MMSC by Day and Ford-Roberts to approve the contract with Poblocki Paving for the asphalt removal and replacement at all three locations for the Proposal price of \$13,485.
3. Discussion of annual meeting (Hybrid/All in-person/all virtual). It will be in-person with the possibility of attending virtually (out of convenience), but all voting will be in-person or by means of proxy.

MMSC by Lofthus and Stahl to adjourn the meeting at 8:20 PM.

The next PVHA Board Meeting will be Monday October 9th, 2023, 7:00 pm hybrid (in person and a virtual option).

All Homeowners are welcome and urged to participate.

If you wish to speak at a Board Meeting please contact the secretary to be placed on the agenda prior to the meeting, and indicate your issue.

●WEEKENDS: Please remember that on weekends - call Coal Morton, Inc. only if you have an emergency. Please use the emergency number: 608-259-2820.

- Please use the maintenance work request form on our web page. It is more efficient for Homeowner and Management than making phone calls. It is important for documenting the Association work projects and requests. www.parkwoodvillage.org

Minutes prepared and submitted by Shelby Lofthus. Visit the Parkwood Village Association website for all information: www.parkwoodvillage.org



PARKWOOD VILLAGE HOMEOWNERS ASSOCIATION

A Great Place to Live • Established 1981

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PVHA BOARD MEETING MINUTES

MONDAY October 9, 2023, 7: 00 pm

Hybrid Meeting

Officers

President

Dana Warren
608-833-5703

Vice President

Susan Day
608-203-5430

Secretary

Shelby Lofthus
715-933-0183

Treasurer

Bonnie Buzogany
608-279-9997

Directors:

Jim Stahl
608-833-4415

Kate Ford-Roberts
608-576-7496

Susan Golz
608-772-0208

Management Services:
Coal Morton, Inc.

Phone: 608-284-9676
Weekend Emergency:
259-2820

Mary@coalmorton.com
Lou@coalmorton.com

MMSC:

(Motion was Made,
Seconded and Carried)

Call To Order:

Dana Warren called the meeting to order at 7:12 PM.

Roll Call:

Board Members Present: Dana Warren, Kate Ford-Roberts, Susan Day, Shelby Lofthus, Jim Stahl, & Susan Golz.

Board Members Absent: Bonnie Buzogany,

Homeowners Present:

Homeowners are invited to join on Zoom or in the community room.

Homeowners joining were Jim Jackson, Randy Peckham, Nancy Evans, Gabby (6).

Management Present: Lou Glauner & Mary Glauner, Coal Morton, Inc.

Communications from Homeowners in attendance: NA.

Review and Approval of September 11, 2023 Minutes:

MMSC by Golz & Stahl to approve the minutes as submitted.

Financial Report:

Management reported finances as of 31 August, 2023:

• Checking	\$50,741.67
• Reserve Fund/Fortune 500	\$229,362.97
• Total Assets	\$280,104.64

MMSC by Lofthus & Stahl to accept the financial report as presented.

Committee Reports:

- **Neighbor – 2- Neighbor Committee**

Nancy – Planning for October 28 (Saturday) Halloween parade and trick or treating around the PVHA community. An email will be sent out soon. At the annual meeting will have the drawing for free condo dues in December.

Management Company Report - Activity for September 10 through October 5, 2023

1. Proposed 2024 Budget
 - a. A majority of time was spent preparing the “Proposed 2024 Budget”. Preliminary work included:
 - i. Reviewed and updated fence maintenance list.
 - ii. Researched and updated replacement costs for asphalt, roofing, siding
 - iii. For comparison, obtained price quote from Pellitteri for trash/recycling collection. It was higher and includes allowance for an annual increase up to the CPI plus 3%. The current contract with Waste Management runs through May 2024.
 - iv. Research proposed City of Madison Water/Sewer rate increases for 2024.
 - v. Research current CD Rates to determine investment return for Reserve Fund.
2. Board Candidate Recruitment Letter Drafted and distributed the Board Candidate recruitment letter.
3. Completed and Upcoming Projects
 - a. Removed and replaced several overgrown shrubs at 6646/48, 6650/52, west pool border.
 - b. Installed shrubs at the side of 218 and 132 GC.
 - c. Finally made contact with Madison Schools maintenance department. They will be removing the two dead ash trees on the HS fence line in front of 12 GC.
 - d. Boley Tree Service removed two trees (120 & 6634) and performed maintenance tree pruning.
 - e. New trees were installed at 6612, 6632, 6634 and 120.
 - f. CM closed/winterized pool with Badger Swimpools.
 - g. Fahrner Asphalt performed asphalt maintenance crack sealing
4. Upcoming Projects (to be completed between 10/10 and 11/25).
 - a. Convert the border area along the HS fence north of 2 GC to a No Mow prairie/wildflower area.
 - b. Madison Window Cleaning will perform the fall leaf/gutter cleaning on October 12 and November 7).
 - c. Dormant seed bare turf areas.

Old Business:

1. Refreshing of the Community Room – Nancy Evans was contacted by Courtney Hellwig for the donation of the new chairs. Will meet with Lou next week to discuss other options to beautify the community room.

New Business:

1. Review Draft Sidewalk Motorized Vehicle Rule –
 - a. Proposed language - No person may ride a moped, motor bicycle or any motorized vehicle with a top speed greater than 10 MPH with the power unit in operation upon any “walkway” located on PVHA property. A “walkway” shall be defined as any asphalt or concrete area which is less than six feet in width and is primarily intended for pedestrian

travel. Any person violating this rule will be subject to violation enforcement per PVHA Policy. This includes an initial "Violation Warning" followed by "Violation Fines" of increasing amounts.

- b. Discussed City language, Park language, and how to enforce.
 - c. MMSC by Lofthus and Day to accept the draft wording of the Sidewalk Motorized Vehicle Rule as written.
2. Review Proposed 2024 Budget – Distributed by Lou
 - a. MMSC by Stahl and Ford-Roberts to distribute to membership for voting on at the annual meeting.

MMSC by Lofthus and Day to adjourn the meeting at 8:02 PM.

The next PVHA Board Meeting will be Monday January 8, 2024, 7:00 pm virtually held by Zoom. All Homeowners are welcome and urged to participate.

If you wish to speak at a Board Meeting please contact the secretary to be placed on the agenda prior to the meeting, and indicate your issue.

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●Please use the maintenance work request form on our web page. It is more efficient for Homeowner and Management than making phone calls. It is important for documenting the Association work projects and requests. www.parkwoodvillage.org

Minutes prepared and submitted by Shelby Lofthus. Visit the Parkwood Village Association website for all information: www.parkwoodvillage.org