

Weybridge Neighborhood ACA

Monday, March 29th, 2021 Meeting Minutes via ZOOM

WBACA Members: Del Mineard Jr., Barb Swenson, Kottieswaran (Ko) Subramanian, Ryne Hodgson and Brad Wuotila

Management: Torri Austad

1. Review Year End Financials

- a. 2020 Budget was over by \$103.76, Barb Swenson made a motion to approve, Del Mineard Jr. seconded, motion carried.

2. Review 2021 Assessment collection / delinquency

- a. There are 5 homeowners who have still not paid their 2021 assessment. Torri will send out a 3rd notice with an intent to lien.

3. Review

a. 114 Weybridge Drive

i. House number violation

1. A violation notice was sent to the property owner via Registered Mail; homeowner has until March 26, 201 to become compliant or will be subject to a general forfeiture as provided in Sun Prairie Code of Ordinances - Chapter 1.24
 - a. The homeowner at 114 Weybridge has installed their house numbers.

ii. Animal structure in backyard

1. The ACA agreed that the structure looks like a bunny hutch and the structure is okay to keep; no action to take.

iii. Mailbox is non-compliant

1. Two letters have been sent to the homeowners and no action has been taken.
 - a. Torri will post a notice on the owner's front door or garage door and ask that the owner make their mailbox compliant with the covenants; the ACA would like to give the homeowners until May 1st, 2021. If still no action has been taken by the homeowners, Torri will send an email to the ACA members to discuss next step.

- b. 187 Cobham Lane
 - i. Fence request
 - 1. Tabled until we have heard from the owner.
- c. 204 Kelvington
 - i. Playground installation
 - 1. Referred Owner to contact the City of Sun Prairie Building Permit Department.
 - a. Tabled until we hear back from the owner.
- d. 198 Cobham
 - i. Above ground pool installation without WBACA approval
 - a. Torri will send letter to owner asking owner to fill out ARC form. Once form has been received it will be approved as long as they take it down in the Fall and put it back up in the Spring
- e. 3247 Bookham
 - i. Mailbox is non-compliant
 - 1. Torri to send 4th notice to owners and post a notice on the front door
- f. 215 Kelvington
 - i. Mailbox is non-compliant
 - 1. Torri to send 4th notice to owners and post a notice on the front door

4. Other Business

- a. Lawn maintenance proposals
 - i. MARS
 - 1. Meeting scheduled on April 1st with Jake and Jesse of MARS.
 - ii. EB3 Lawn and Snow
 - 1. Contact has been made with Ed Bublitz of EB3, but a firm appointment has not been made.
 - iii. Torri will call the management company that takes care of the lawn across the street to see if they would be interested in maintaining the site sign.
 - iv. Torri will ask each contractor if they would prefer to have the medians be mowed on an as needed basis or if regular maintenance would be easier.
 - v. WBACA will approve the contract via email after review.

b. Tree Removal

- i. The ACA will not get involved in the removal of damaged or dying trees; however, the ACA may make a suggestion on replacing a tree if needed.

c. John Kotoski Resignation

- i. The WBACA would like to thank John Kotoski for his service on the WBACA Board of Directors and to wish him good luck with his future endeavors. John Kotoski has sold his home and has submitted his resignation.
 - a. Del Mineard Jr. made the motion to make Brad Wuotila an official member of the WBACA Board of Directors, Barb Swenson seconded, motion carried.

5. Adjournment

- a. Barb Swenson made a motion to adjourn the meeting at 730pm, Brad Wuotila seconded, motion carried.

Respectfully submitted by,

Torri Austad, Property Manager

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