

Weybridge Neighborhood ACA
Monday, September 23, 2024
Via ZOOM, 5:30 PM
Meeting Minutes

Board Present: Del Mineard, Brad Wuotila, Ryne Hodgson, Tim Lavin

Management: Torri Austad

Meeting was called to order at 5:34 PM

Approvals & Complaints

- **Owner Approvals & Complaints**
 - **3199 Weybridge Dr**
 - *Landscape Change*
 - Owner will remove the Blue Globe Bruce Shrub and replace it with a flowering Hydrangea shrub and three small Hosta blue-leafed plants.
 - Request has been approved.
 - **3254, 3262, 3210 Bookham Dr & 3262 W Main St**
 - Per Jonathan Betz, City of Sun Prairie Building Permit Specialist, Roof Pro has permits for roof replacements.
 - These homeowners did not obtain WBNACA approval.
 - **211 North Heatherstone**
 - *Deck Repair*
 - The Carryl Company sent a letter to the owner stating their deck was a visual nuisance and requested repairs be made by August 31, 2024.
 - The deck has been repaired and stained.
 - **3209 Weybridge**
 - *Pine Tree Replacement*
 - Owners replaced a pine tree, which interfered with their fence, with a flowering crabapple tree.
 - **3248 West Main St**
 - *Solar Panel Installation*
 - Homeowner received WBNACA approval for solar panels on December 27, 2023.
 - **3153 Bookham Dr**
 - *Overgrown Bushes Blocking House Numbers*
 - A complaint was submitted to the City of Sun Prairie regarding overgrown bushes. The Carryl Company also sent the homeowners a letter requesting the trimming of bushes near the garage.

- Homeowner complied by trimming the bushes covering the house numbers but did not trim the bush to the left of the garage

- o **146 Cobham Ln**
 - *Parking Violation*
 - A large boat has been parked in front of the garage for more than 24 hours.
 - A letter has been sent to the homeowners.

- o **112 N Westmount Dr**
 - *Tree Removal*
 - Approval was given to remove a dead Ash tree. The homeowner has notified the Carryl Company if a replacement will be planted.
 - Torri will send email to owners asking what they are planting.

- o **3193 Bookham Dr**
 - *Roof Replacement*
 - Approval from WBNACA was given on August 26, 2024.

- o **150 Cobham Ln**
 - Owner noticed a green utility box installed in their backyard.
 - Utility companies typically have the right to install equipment within utility easements.
 - Frontier has been installing fiber optic cables in the area.

- o **103 Kelvington Dr**
 - *Front Door Replacement*
 - WBNACA approved this project.
 - *Above Ground Pool Installation*
 - Due to Tim Lavin's involvement with the ACA, he was asked to leave the meeting for a closed discussion.
 - The ACA will send a letter to the homeowner requesting that they submit a formal agreement to the Carryl Company. This agreement should stipulate that if the home is ever sold, any future homeowners must commit to maintaining the pool and landscaping, ensuring that pool maintenance responsibilities are upheld for all subsequent owners. Once the agreement is received, Torri will distribute it to the rest of the ACA members for a vote.

- o **3137 Bookham**
 - Owner removed a dead tree in their front yard and will be replacing the tree with a 3-5" diameter replacement tree.

- o **237 Kelvington**
 - **Parking Violation**
 - **trailer in front of garage**
 - **Torri will send a letter**

New Business

- **Solicitations**
 - Anyone selling door-to-door must have a permit from the City of Sun Prairie, which includes the city logo and the individual's photo. Licensed solicitors have undergone background checks but must still adhere to the city's soliciting ordinance.
- **Cincinnati Insurance**
 - An insurance premium audit for WBNACA was requested on May 30, 2024. The new premiums will be \$570 (down from \$583), saving WBNACA \$13 per quarter. The policy is set to renew in 2026.
- **Review Q2 Financials (2024)**
 - Six homeowners have yet to pay their 2024 HOA dues.
 - Lien letters will be sent.
 - Line item 5300 is over by \$50.00 due to CPA realizing that she never billed the Carryl Company for 2023 taxes.
 - Ryne Hodgson made a motion to approve the Q2 2024 financials. Del Mineard Jr seconded; motion approved.
- **June or July 12th, 2024 David O'Connell resigned from the ACA due to moving out of the neighborhood.**
- **Torri will coordinate a meeting next month to discuss the 2025 budget**

Adjournment

Del Mineard Jr. made a motion to adjourn the meeting at 645pm. Brad Wuotila seconded; motion approved.

**Respectfully submitted by,
Torri Austad, Property Manager
Weybridge Neighborhood ACA**