

Prestwick Homeowners Association Minutes

November 12, 2015

Present: Jim Nolting, Tom Kaz, Brandon Palmer, Rich Misiorowski, Cynthia Manestar, Steve Larson, Bill Matevich, Rachel Gilmore

Absent: Tom Wiese, Lee Hill, Greg Bird

Steve moved and Tom K seconded to approve the October minutes. All were in favor.

ENTRANCES

Water has been turned off at all entrances except Aberdeen.

Trevarthan Landscaping was officially awarded the 2016 contract. Koreman Landscaping was notified of this decision.

The week of November 30 Koreman Landscaping will do fall clean up, plant spring bulbs and put up holiday decorations.

Tom W. will take the holiday decorations to Trevarthan Landscaping for storage in January

MEMBERSHIP

Judy Snider resigned in October, so there is an opening for this committee. Brandon reported that there were 2 interested residents; however, one dropped out due to a schedule change, although she may be interested in a few months. Thelma Ablan submitted a resume for review. She has a lot of experience with HOA boards and is willing to step into the Membership Committee role for PHA. She is currently a member of the Membership Committee for PCC.

Steve moved and Jim seconded to appoint Thelma to the board as a member of the Membership Committee.

The board noted that Greg Bird said he would be willing to do new resident visits.

Brandon noted that home sales have slowed down with just 2 houses currently under contract.

The board discussed the membership renewal process.

1. First contact will be an email notice to renew
2. Second contact will be a mailing to those who didn't renew yet.

In moving to an email notice of renewal, there are logistical issues to work out:

1. How will people verify contact info
2. How will money be recorded and provide a copy of transactions for a potential audit
3. How will people pay (check, electronic check, PayPal?)

The board discussed using PayPal as a processing system for credit card payments.

ACTION ITEM: Tom K will investigate further, especially in regard to the cost to PHA.

ACTION ITEM: Rachel will ask Catalyst about putting a PayPal link on the website.

ACTION ITEM: Rachel will also ask Catalyst about having a password-protected member directory and could members log in to verify their info when they renew.

ARC

1. Discussion was held on 889 Glenbarr and the architectural review fees charged. Steve agreed that he needs to get a firm final cost of the project in order to know what fees to charge.

2. The current review fee structure is outdated. Under 10K is a \$100 charge. Between \$10 and 50K is a \$400 charge. 50K and up is a \$600 charge.

Steve recommends that members and non-members be charged different fees.

ACTION ITEM: Steve will create a fee structure and refund process for ARC for review at the December meeting. The new fee structure will take effect January 1, 2016. Cynthia offered to review the language.

3. Discussion of home on Aberdeen where the resident is installing a new sidewalk and new landscaping.

ACTION ITEM: Steve will check with the Village/Adam on exterior improvements and what requires a Village permit in regards to landscaping.

FINANCIAL

Tom reported that PHA has taken in \$26,040 and spent \$28,637 so we have gone into the reserves. PHA still owes 2 final landscaping payment, plus the e/o insurance premium.

Discussion was held on selling ad space in the new emailed monthly summaries. Current advertisers would be approached about renewing ads for the e-news.

Trevarthan Landscaping should be offered the opportunity to submit an article in the monthly meeting summary.

Rich moved and Bill seconded that the treasurer's report be accepted. All were in favor.

SOCIAL

SECURITY

WEB SITE

ACTION ITEM: Rachel will send updates to Catalyst including: minutes, Contact Us name/email/address, About Us contacts for officers and Board members, Steve's contact info for ARC questions.

GOVERNMENTAL

Rich reported on the pension investment issue with the Village. The Village only recouped about 5% of the \$150,000 lost.

Rich attended the Village of Frankfort open house for the new building which cost 5.5 million. The meeting room is open for use by community groups, and Rich recommends PHA use it over the winter.

Rich attended the police department meet and greet. Chief Burica reported that one suspect from the 2014 robbery on Firth is in jail and the other is on trial. He wants to address the hesitancy of residents to call 911 when they see something suspect.

Chief Burica is available to speak to resident groups.

Rich reported that the Village forgot to mention a price adjustment factor in Com Ed's rates, making their supplier costs comparable to Homefield Energy.

CODE ENFORCEMENT

Cynthia brought drafts of a violation resolution process. Cynthia streamlined it to a 2-letter process, which only relates to covenant violations or Village ordinance violations.

Cynthia recommends a shorter time period to address the issue (30 days) unless it's really serious, in which case the Village should be contacted immediately and asked to intervene.

After discussion and review of the violations spreadsheet, the board consensus is that PHA wants Cynthia to follow up with the database and inquiries to the Village and begin to send out letters to homeowners where issues have not been resolved.

If the letters to homeowners don't result in the situations being resolved, PHA will go to Jerry and then the Mayor on an informal basis to try to get action. If there is no response at that level, PHA will send a representative to the Village board meeting to speak during public comments.

ACTION ITEM: Cynthia will pursue sending letters to homeowners and/or follow up with the Village to determine the status of Village action in regards to violations.

ACTION ITEM: Brandon will call Lee to check in.

LEGAL

NEWSLETTER

OTHER

Next meeting: Thursday, December 10 at PCC

Respectfully submitted,
Rachel Gilmore, Recording Secretary