

# Prestwick Homeowners Association Meeting Minutes

## June 9, 2016

In attendance: Brandon Palmer, Jim Nolting, Steve Larson, Cathy Wrigley, Greg Bird, Tom Weise, Tom Kazmierczak, Rich Misiorowski and Rachel Gilmore.

Absent: Bill Matevich, Cynthia Manestar, Lee Hill

Steve moved and Jim seconded to accept the May minutes with a note that Greg Bird was noted to be in attendance twice. All present were in favor.

### ELECTIONS

Brandon noted that board officer elections will be done in July. Anyone interested in an officer position should let him know.

### ENTRANCES

#### 1. Sprinklers

Tom W. noted that there have been some issues with the sprinklers. He's been checking them daily. Carefree suggested trying a different timer. The initial turn on was done this spring with head replacement and maintenance. Carefree has quoted timer replacement at about \$100 each. Tom thinks he can purchase them cheaper and replace them quicker than Carefree.

There was discussion about tying in to the 120V electric at the street, but Tom W noted there would have to be an underground bore to the street, which would make the job too costly.

#### 2. Bed Design

Tom W called and left a message for Marcy Stewart-Pinciak regarding creating a perennial plan. Tom recommends getting an estimate and not to exceed price for the design work along with an estimate for the plants in the design.

It was noted that Marcy also does maintenance work and PHA might want to get an estimate for that as well.

Tom W. estimates that PHA could save 20-30% on landscaping costs by switching to perennials, mainly because of the cost savings of not repeatedly planting annuals as the seasons change.

#### 3. Rain Sensors

Tom W. got an estimate to put rain sensors on the sprinklers. It would be about \$740 to add these. Last year the monthly water bill was about \$120/month so it would take awhile to recover the cost. Another suggestion to reduce costs would be to reduce the number of active sprinkler heads.

4. Tree Removal – The Village removed the dead tree by the Shetland entrance. Ginko removed the 2 dead evergreens for only \$400 (PHA paid).
5. Beautification Awards – Jim suggested starting a Prestwick Beautification Recognition program to encourage and highlight neighbors who are doing a good job of keeping up their property. Discussion was held and the board agreed to create a Prestwick Neighbor Beautification column in the newsletter. As a side note, Brandon emailed the board the Village of Frankfort's Summer Beautification nomination form and asked them to nominate worthy neighbors.

**ACTION ITEM: The board should send Rachel addresses of Prestwick neighbors who should be recognized in the new beautification column. Rachel will compile and write a blurb for the newsletter and ask for resident input for future columns.**

#### MEMBERSHIP

There are no new residents at the moment. Jim gave Rachel and Tom the information for Tim and Sharon Buhe at 562H Aberdeen.

**ACTION ITEM: Cathy will do the membership visit to 714 Colony Ln.**

Anyone who joins after July 1 will be considered pre-paid for 2017.

#### ARC

Steve reported that 562C is doing window replacement. 519 Aberdeen is painting the exterior and asked Steve to review colors.

The Village sent a plan for the water tower landscaping. There was a potential issue with the visibility of the generator and Steve wondered if the fence could be cedar and not vinyl, but PHA already approved vinyl for the Village. Also, there is extensive landscaping planned so the fence will not be seen much if at all.

#### FINANCIAL

Tom K noted that PHA has taken in approximately \$22,000 in dues and \$450 in ads. The bank account is at approximately \$21,000 in checking and \$6,000 in savings. Tom K. recommends that the board think about a dues increase for 2017 as the checking account will be down to \$20,000 to start the second half of the year in July with another \$15,500 in known expenses before the end of the year.

Discussion was held on raising dues and membership decline. Rich noted that in 2010 and 2011, PHA took in about \$22,000 in dues but they were \$80/year and there were about 270 members. In 2016, PHA took in \$22,000 in dues but there are only 254 members.

Board agreed the focus should be getting new residents to join and then renew, which they agreed is happening. Good work is being done by Cathy, Jim and Brandon. The membership committee should let residents know if they pre-pay that there is a chance the board will raise dues in 2017, so they're getting an extra savings now but when they renew in 2018, dues may be more than \$100.

Tom K. also noted that Rich did an excellent job getting the membership letters produced and mailed for about \$650 with FedEx Kinkos, far less than in previous years. The board thanked Rich for his cost-saving efforts on behalf of PHA.

#### SOCIAL

Discussion was held on the 3<sup>rd</sup> of July fireworks hosted by the Club that PHA has contributed to in previous years. The Club has undergone a management change, but Jim noted that he was always contacted in February or March to discuss financially supporting the fireworks. Brandon has not received any requests.

Brandon will get in touch with the new Club manager to ask if fireworks are happening this year and see if there is a request to support them.

The board, by consensus, agreed to continue to make its annual \$2500 contribution to the PCC fireworks.

#### SECURITY

No report.

#### WEBSITE

Brandon recommends doing one set of updates once the membership renewal process is complete. This will include minutes, updated ads, the updated ARC process and updates to the board/committee lists.

Catalyst can set up a password protected electronic directory.

#### GOVERNMENTAL

Rich reviewed the response he received from the Forest Preserve District of Will County regarding dam inspections. The inspection report revealed no serious concerns; however, Rich and Steve both feel that the issue of the emergency sluice gate being left in the open position is a safety concern.

**ACTION ITEM:** Rich and Steve will set up a meeting with the Village to discuss the situation and PHA concerns and then go to WCFPD, hopefully with Village support.

#### CODE ENFORCEMENT

Jeff McDermott from the Village contacted Brandon about a homeowner who wants to have a backyard wedding and wondered if there will any potential concerns. Brandon listed parking and noise. The Village will follow up with the homeowner.

He also spoke with Jeff about code enforcement issues. Jeff said he went through Lee's spread sheet and visited every house on the list. Brandon did not know what kind of Village follow up happened after that.

The protocol is that if someone contacts the Village about a code issue, the Village will follow up. The benefit of the spreadsheet is documentation of the issue and action taken, if any.

The board agreed Lee/PHA should continue to maintain the spreadsheet and keep it current.

#### LEGAL

No report.

#### E-NEWSLETTER

The board discussed possible content.

**ACTION ITEM: Greg will write a blurb about walkers being alert to cars and that cards actually have the right of way on the roadway, per Illinois law.**

**ACTION ITEM: Rachel will write a blurb recognizing beautification addresses if sent to her by the board.**

**ACTION ITEM: Tom W. will include a blurb about service trucks needing to park in driveways so they don't block the streets in the neighborhood, per Village ordinance.**

#### OTHER

**ACTION ITEM: Cathy will bring notecards to the next meeting to write thank yous to the beautification honorees. The board can sign them and Rachel will mail them.**

***NEXT MEETING DATE: Thursday, July 14, 2016 at 7pm at the Frankfort Village Hall.***

Respectfully Submitted,  
Rachel Gilmore, Recording Secretary