

KIRKWOOD HOMEOWNERS ASSOCIATION
BOARD MEETING
March 16, 2020 6:00PM Kirkwood Community Center

- 1) **Call to order:** 6:02 pm
- 2) **Establishment of a quorum:** Board members present - Brent Elwing, Jim Forni, Ralph Pazar, and Liz Studer. Quorum established.
- 3) **Approval of minutes** – Motion made and approved to accept minutes from the February 17, 2020 meeting. There were no corrections or additions, so they were approved as written. (Studer/Elwing)
- 4) **Reports:**
 - a) **Financials:**
 - i) HOA assets were \$184,357.85 as of February 29, 2020.
 - b) **Real Estate:** no homes listed for sale
 - Maintenance:**
 - c) **Roofs:** Waiting on report from Thunderbolt regarding leak at 1559.
 - d) **Gutters:** Brent Elwing will meet with Apple Siders Gutters to get a cost estimate on the homeowner reported gutter issues.
 - e) **Trees:** Some oaks and elms need trimming in the next couple of months. Jim Forni anticipates getting a cost quote in the next 2 weeks.
 - f) **Siding/Painting:** Preemo estimate for the work to be done on the buildings along Kirk Road (1584, 1586, 1588, 1590, 1592, 1594, 1596 & 1598) is \$33,550.
 - g) **Concrete/Railings:**
 - i) Glen Galis estimate for concrete work at 1567, 1550, 1522, and 1556 is \$10,715.
 - ii) Peerless Fence estimate for new railings at 1567 & an additional railing at 1530 is \$4570..
 - iii) Also received quote for concrete work (\$2245) and railings (\$2384) at 1552. This work will be considered for 1st priority in the 2021 budget.
 - h) **Drainage:** Tecza will provide revised cost estimate to repair drain pipe at 1505 and for periodic cleaning of the drain basin at the northeast corner of Kirkwood.
 - i) **Landscape:**
 - i) Community Center landscaping - \$1585. On hold – Tecza to provide a drawing of proposed landscaping and list of items to be planted.
 - ii) Dormant pruning - \$1260. On hold – Tecza to identify items to be pruned.
 - j) **Driveways:** Cost estimates to sealcoat all driveways and replace 4-5 driveways expected before the April board meeting.
- 5) **Old Business:**
 - a) **Reserve Study** – Two informational meetings were held on March 4 (8 attendees) and March 11 (10 attendees). The Reserve Study laid out a 5-year plan, as well as a 20-year forecast. One recommendation for 2020 is to repair the pool plaster and deck at an approximate cost of \$28,000 which will require using Reserve funds. Looking ahead through 2024, the study recommends that the HOA make a major investment in roofing, siding and asphalt costing approximately \$600,000. To accomplish this, it is further recommended that monthly assessments increase 5% - 6% each year through 2024. The board intends to mail a written summary of the Reserve Study to all homeowners with more detail. Another informational meeting may be scheduled in April or May.
 - b) **Security Camera/Internet** – Brent Elwing will research and present his recommendations at the next meeting.
 - c) **Community Events:** Pool party scheduled for June 6; Kirkwood Volunteer Day at Northern Illinois Food Bank scheduled for May 16.
- 6) **New Business:**
 - a) Motion made and carried to accept Preemo Painting bid of \$33,550 to pressure wash all cedar siding, treat for mildew, and repair/paint siding as needed (as detailed on proposal) on units 1582, 1584, 1586, 1588, 1590, 1592, 1594, 1596 and 1598. (Studer/Forni)
 - b) Motion made and carried to accept Glen Galis Concrete bid of \$10,715 for stoop/walkway replacements at 1567, 1550, 1522 and 1556. (Studer/ Forni)

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- c) Motion made and carried to accept Peerless Fence bid of \$4570 to add an additional railing at 1530 and replace railings at 1567. (Studer/ Forni)
- d) Motion made and carried to allocate no more than \$28,000 from Reserve account to make needed plaster, tile and deck repairs to the pool. (Studer/ Forni)
- 7) **Next meeting:** Monday, April 20 at 6:00 p.m. at the Kirkwood Community Center
- 8) **Meeting Adjourned** –6:40 p.m. (Studer/Elwing)
- 9) **Executive Session called to order** – 6:44 p.m.
 - a) Update on delinquent payments/assessments. No legal action required at this time.
 - b) Discussion of third party contracts
 - c) Executive session adjourned – 6:55 p.m.
- 10) **Return to regular session** – 6:55 p.m.
No further business
- 11) **Meeting Adjourned** – 6:55 p.m. (Studer/Forni)

Submitted by: Liz Studer, HOA Secretary