



1545 Kirkwood Drive, Geneva IL 60134

**A newsletter for and about the people of Kirkwood**

Visit our website: [www.kirkwoodhomes.org](http://www.kirkwoodhomes.org)

**January 2019**

**Next Kirkwood Meeting**

Monday, February 18, 2019

Time and location to be confirmed.

**2019 Board of Directors**

President: Diane Ball  
Secretary: Liz Studer  
Treasurer: Mary Boen  
Brent Elwing  
Jim Forni  
Ralph Pazar,  
Jean Stone

**2019 Project Leads**

Landscape: Diane Ball

Closing Statements  
& Pest Control: Mary Boen

Concrete & Siding: Ralph Pazar

Snow Removal }  
Community Center } Jim Forni  
Pool }  
Roofs }  
Trees }

Deck Maintenance }  
Gutters } Brent Elwing  
Painting/Staining }  
Garage Doors }

Insurance, Driveways &  
Newsletter: Liz Studer

Website: Denise Marks

**Message from the Kirkwood HOA Board**

As we start a new year, we would like to share with you our vision for 2019. As fellow homeowners, we are vested in Kirkwood and are committed to keeping our community a desired neighborhood in which to live. Our homes are, perhaps, our greatest financial investment and we will work to keep that investment safe and healthy. This year's HOA board has five returning members – Diane Ball, Mary Boen, Jim Forni, Jean Stone and Liz Studer. We welcome two new members, Brent Elwing and Ralph Pazar. While our senior board members provide continuity and knowledge of Kirkwood history, and our new members bring a fresh perspective, we all bring individual talents to the board that we believe will benefit Kirkwood.

As your new board we recognize many challenges for the next year, managing the budget being the most challenging. Our first priority and challenge is to keep the buildings in good shape (roofs, painting, siding) which is 41% of the annual budget. Maintaining Kirkwood's outdoor appearance (landscaping, driveways, trees, snow removal) is another priority and is 27% of the annual budget. The Community Center and reopening of the pool, our most challenging project, is approximately 22% of the annual budget (includes insurance, utilities, pool maintenance, loan repayment). Coordinating the opening of the building and the pool will take time, talent and funds. To help us stay within budget we will be reevaluating best price and services with all our vendors to help us keep a healthy balance between operating and reserve funds.

While the challenges are many, we also see opportunities. We have an open line of communication with homeowners through the use of the Management hotline, email updates, and this newsletter. Our goal is to continue to be responsive to your concerns and inquiries and be transparent with all information. We hope to tap into the skill and talents of our neighbors by establishing supporting committees to assist with social activities, daily pool maintenance, neighborhood clean-up days etc.

We invite all homeowners to join us at monthly Board meetings, participate on committees, and help to keep Kirkwood as the best "hidden gem in Geneva"!

Your HOA Board

## REMINDERS

You can find the following Homeowners Forms on the [Kirkwood website](#) under the [Homeowners Forms](#) section.

### 2019 Monthly Assessment Coupons

If your HOA monthly assessments are not paid automatically through ACH, you may access the 2019 payment coupons online and print them at your convenience.

### Authorization Agreement for ACH Credit of Monthly Assessments

If you are not already taking advantage of the ease of automatic payments of your monthly assessments and would like to arrange for ACH payments just complete the authorization form and mail to:

Kirkwood Homeowner's Assoc.  
PO Box 519  
Batavia, IL 60510

### Emergency Information Form

Has your phone number, email address or emergency contact person changed in the last year? If so, please complete a new emergency information form.

### The Management/hotline phone number is 630-557-5200. The prompts are:

- 0 - General
- 1 - Maintenance
- 2 - Landscape
- 3 - Pool
- 4 - Snow Removal
- 5 - Finance
- 6 - Emergency
- 8 - Latest Kirkwood Information
- 9 - Board

## Kirkwood Homeowners January 2019 Meeting Highlights

Kirkwood's meeting took place on Monday, January 21 at 6:00 pm at the Geneva Public Library. One homeowner was present. All Board members were present.

### Homeowners Forum:

- Discussion centered around snowplowing. While there is some improvement in the recent snowplowing efforts, all agreed that further improvement is needed. We will continue to provide feedback, and our expectations for improvement, to the vendor.

### Kirkwood Community Center/Pool:

- Work is progressing well. The gas line has been installed (at a lower cost than anticipated), concrete floors were recently poured and internal walls will go up soon. Barring any unforeseen delays, the GC anticipates the building will be complete by end of April. The mailboxes required by the USPS will add \$9000 to the building cost. Each unit will have its own locked mailbox (each unit will receive a mailbox key), there will be one unlocked mailbox for Kirkwood communications, and several larger boxes for oversized packages. The Board discussed ways to help defray unanticipated building cost overruns. Seeking additional quotes on landscaping around the building, purchasing slightly used office furniture (desk, chair, file cabinets) or seeking donated furniture are a few of the ideas. The Board will create a timeline to track the many details required to ensure that the pool will be operational by Memorial Day.

### Reports:

#### Financial:

- HOA assets were \$350,051.65 as of December 31, 2018 (includes \$67,943.37 in Operating account, \$82,003.28 in Reserve account, \$200,000 construction line of credit and \$105 in Accounts Receivable.) Unanticipated roof repairs in late 2018 resulted in a \$21,000 budget shortfall covered out of the Reserve funds. In an effort to contain costs and maintain the 2019 operating budget the Board will re-evaluate current vendors and seek additional bids on projects.

#### Maintenance:

- Roof repair at 1550 has been completed.
- Thunderbolt has quoted \$5365 to repair roof leaks at 1512 and 1580.

- **Landscape:** lawn slit seeding was not completed in late fall 2018 and will be done in early spring 219

### New Business:

#### Financial:

- Motion made and approved to approve the 2019 operating budget to be used as a guideline for operating expenses.
- Motion made and approved that all surplus funds in the Operating account as of 12/31/2018 be transferred to the Reserve account and earmarked for future capital improvements. This is required for tax purposes.

#### Maintenance and Landscape:

- Motion made and approved to accept proposal from Thunderbolt in the amount of \$5365 to repair roof leaks at 1512 & 1580.
- Motion made and approved to purchase 3 trees from the City of Geneva in the amount of \$150 per tree to replace trees at 1516/1518, 1542 and 1535/1537.