Pheasant Lake Townhome Association
Board Meeting Minutes
Date of Meeting: November 13, 2019
Location: Tinley Park Library, 7851 Timber Dr., Tinley Park, IL 60477

The Board Meeting was called to order at 7 pm by President Judy Glazewski.

Board members attending: Judy Glazewski, Tom Krippel, Beth Murphy, John Sokol, Len Wiencek. Scott Adler was present from EPI.

Other owner attending: Rita Davis

Homeowners’ Forum: One compliment from owner was that new address numbers on garage look nice. Other questions were asked and answered.

Minutes:

Tom motioned and Judy seconded approval of the minutes of the October 14, 2019 board meeting that were unanimously approved by the board.

Treasurer Report:

Beth provided the usual updates about the emailed financials & bank recs, Com Ed and Waste Management bills, and the ACH processing. Assessment revenue is correct. A summary of the delinquent and prepaid assessments was provided, with delinquent receivables being at a record low. Beth noted that the volunteer cost savings (for sprinkler labor costs saved and audit fees saved) to date total $156,000, which represents $1,696 PER OWNER. After all of the planned 2019 reserve spending, Beth reported that the estimated cash available at 12/31/19 is expected to be about $50,000 and would be higher if we come under budget for 2019.

Beth indicated that all of the landscaping-related bids included in the November Director books were not all included in the draft 2020 budget mailed to owners. However, Beth noted the budget is an estimate and suggested that the board approve the budget sent to owners keeping assessments at $180, but going over budget due to significant bush removals and replacements. Judy motioned and Tom seconded that we approve the draft 2020 budget that was mailed to all owners; the 2020 budget was unanimously approved by the board.

Beth also wants the financials emailed to her during the months the board is not meeting. Scott agreed.

Beth requested that Tom Krippel be reimbursed for the $13.96 cost incurred for purchasing garbage bags for the trash can by the pump house. A copy of the receipt was given to Scott to get a reimbursement check processed for Tom.
Management Report:

The following topics were presented and discussed by the board with Scott Adler from EPI: tree trimming bids, landscaping maintenance bids for 2020, bush removal and replacement bids for 2020, sprinkler system bid for 2020 work, and exterior painting bids.

Beth motioned and Tom seconded approval of the tree trimming bid from Precise Tree Care for $525, which was unanimously approved by the board.

Scott agreed to follow up with Atrium regarding their 2020 Fall aeration/overseeding bid in terms of increasing the pounds of seed used and clarifying a bid for post emergent crabgrass treatment.

Scott agreed to follow up with Camhouse Landscape regarding lowering their bid for 2020 bush removal and replacement.

Beth motioned and Tom seconded approval of Aces bid to start up ($1,404) and winterize ($1,504) the irrigation system in 2020 and the costs for replacement of mist heads and nozzles and rotor heads. Aces bid did not increase prices from 2019, and the board unanimously approved Aces bid for maintaining the sprinkler system.

The front siding project is underway and is expected to be completed by the end of November. Board members noted work being done today (Nov. 13) and that work extends over multiple days with notice to owners only on the first day to remove cars from garage.

Tom motioned and Len seconded approval of the SMS bid for a 3-year exterior painting contract for $12,300 per year, and it was unanimously approved by the board.

The board discussed some of the items on Scott's inspection report and made recommendations.

Judy motioned to adjourn to Executive Session at 7:50 pm, Beth seconded, and it was unanimously approved by the board.

The board reconvened their meeting after the Executive Session. The board unanimously agreed that the fines for insurance violations charged to 8933 Pheasant Lake Drive and 8905 Mallard would not be reversed.

Beth motioned and Tom seconded the motion to adjourn the meeting at 8 pm. It was unanimously approved.