



Stonebridge Woods Homeowners Association  
Board Meeting Minutes

December 3, 2018

Meeting was called to order at 6:30pm

In attendance: John Principe, Bill Siemek, Michelle Moore, Anne Fischer and Tom Hahn.

September Minutes: The September minutes were emailed to members in advance. Tom made a motion to approve. Bill seconded the motion and the minutes were approved.

Special Guest Presentation: Lt Jim Houly – Will County Sheriff Dept – Home Owner/Neighborhood Safety

Lt. Houly spoke on tips on how to protect homes and self in Homer Glen. The majority of crimes happen due to unlocked cars and FOBs and keys left in cars.

Homer Glen is supported by 15 detectives within CSI division – Will County.

Solicitors need a permit in Homer Glen to solicit. Soliciting may occur between 9am-9pm any day Monday – Saturday. It is unlawful to solicit on Sundays or on any holiday. The HOA will send out a sticker to all HOA residents to post on their door.

If you see a suspicious car, get pictures of license plate on the car from the safety of your home.

When you leave on vacation, you can notify station via [www.willcosheriff.org](http://www.willcosheriff.org) so they can provide house checks.

To call police, 911 or non-emergency 815-727-8575. Don't hesitate to call. Call non-emergency to report issues for awareness for sub-station 708-645-2512.

Find additional sheriff safety tips on the Stonebridge woods HOA website  
<http://stonebridgewoodshoa.org/2018/12/27/protecting-your-home/>

Old Business:

Reports:

President's Report

- a) There are 3 homes currently under construction in the subdivision. There is a 4<sup>th</sup> home approved for construction by Hartz builders on lot#30.

- b) We have spoken to John Robinson (Of Homers park and recreations) about the resealing of the bike path around the pond and thru the subdivision. In the beginning of summer he stated there was \$60,000 allocated in Homer's budget for this. We spoke again in midsummer and he stated the project was still on. Spoke to him a few weeks ago and he stated that the walkway behind the new home being constructed was not clean enough, however he did state they would do the parking lot. We told him the builders did a pretty good job of cleaning up but he stated it would be costly to have to come back if it didn't meet the pavers criteria.
- c) Phil Hartz and John Principe have been in contact with a rep from Judlau, the 159<sup>th</sup> street contractor. We expressed our concerns about the dip and the sewer appearing to not be at the low point. He agreed to reshoot the grades and he stated that it was in the states guide lines and if we wanted we could hire our own engineer to dispute this. This would be costly. If there is owner consensus of this problem we will pursue.
- d) Looked at a drainage issue at lot#34 reported by our HOA landscaper regarding a water issue at the East entrance on Parker Rd. Water is building up and they are concerned that the Maple trees in this location will be damaged by the soaking. We will try to remedy this in the spring.
- e) Speed limit signs and median road signs have been installed

#### Secretary's Report

- a) The vacant strip of land (#05-22-400-029-0000 Kensington Drive) that was up for auction and runs along the south end of the 5-acre wooded area that we own was purchased by the bordering neighbor in Kensington Woods.
- b) The proposed M&I development off 159<sup>th</sup> has not passed the Planning Commission with the current specs and M&I have decided not to move forward with the development.

#### Treasurer Report:

Reviewed 2018 Income Statement as of 12/1/2018. Note that total year is shown, as well as a breakdown of Current Year activity, as well as Prior Year Adjustments that were required due to cleaning up the accounting books from our predecessor. Explanations are provided next to each revenue and expense category.

Reviewed 2018 Balance Sheet as of 12/1/18. Accounts Receivables (unpaid assessment invoices) balance is \$4,416, down from \$7,000 in September 2018. The remaining balance is comprised of the following: \$2,800 due from one homeowner who has ignored our requests for payment. We will consult with an attorney in early 2019 regarding this account. \$1,000 is from another homeowner who is paying consistently on a monthly payment plan. The remainder of \$600 is a handful of invoices from a few homeowners. They will receive past due invoices including finance charges along with their next HOA invoice for the Jan – June 2019 period.

NOTE: 2018 balance sheet and income statement will be provided again after year-end once all remaining vendor invoices have been paid and the year is closed out. The financial statements will be

put out on our HOA Website for your review. If you would like a hard copy version, please email the HOA and one can be mailed out for your convenience.

Officers at Large Report:

No reports given

Block Party Committee Report:

The Block Party was a success with a large number of neighbors participating. All of the food, drink, activities and games were well received.

Unfinished Business:

- a) Design Review Draft – review and Board vote: The changes to the Design Review guidelines were discussed and several items need to be changes and tweaked. Thus, it was agreed to make the changes discussed and table this item until the next Board meeting. . The language in the old manual will be in effect until the new one is approved. All current construction, architecture and landscape projects will adhere to the version.

Finance Update:

2019 Budget:

The 2019 Budget was presented and approved by the Board. (the Budget was sent to all members via email 30+ days prior to the December meeting).

New Business:

- a) Ombudsperson Act Policy and forms: All Illinois HOAs must create a policy for resolving owners' complaints. A little background on the pertinent law. On December 29, 2014, the Condominium and Common Interest Community Ombudsperson Act was signed into law. The Ombudsperson Act establishes the Office of the Condominium and Common Interest Community Ombudsperson and requires that associations adopt a written policy for resolving owner complaints. It applies to all condominiums governed by the Illinois Condominium Property Act ("ICPA") and all associations governed by the Common Interest Community Association Act ("CICAA"). While the Ombudsperson Act went into effect on January 1, 2017, the deadline for associations to adopt a written policy was pushed to January 1, 2019. The Ombudsman Act Policy was passed unanimously by the Board. Tom Hahn made a motion to approve and Bill Siemek seconded.
- b) This coming March will be our first year having control of our board. There are 3 positions that will require an election. Current officers can run again or any HOA member in good standing. The option of voting online is also being explored.

Members open Forum:

- a) Street Lights: Access panel on the street lights is loose and can be removed on multiple light poles. The Board will contact the Village to fix.
- b) Pond at Lakewood Path by lot 44: homeowner wants the pond to be maintained again as the grasses have not been cut down in recent years. Also, inquired about treatment of the pond water. Board has looked into pond maintenance and will request quotes, however, it will be an expensive endeavor to treat all ponds for clear water. The HOA will connect with the townhomes HOA as to how they treat their ponds and if vendor/expenses can be shared.
- c) Common lawn maintenance: Add common property between lots 43 and 44 to lawn maintenance during the spring, summer and fall.
- d) Parkway trees: The Village still needs to issue a statement in writing regarding the requirements of parkway trees, especially if there is no sidewalk and if there is a sidewalk – where they need to be placed.
- e) Silt Fence: Fix loose silt fencing in medians so that it continues to provide a barrier from salt being sprayed on the new trees. Complaint from homeowner, however, we will keep these fences up for this winter so the new trees can establish deep roots.

Meeting was adjourned at 8:30 p.m.

Stonebridge Woods Homeowners' Association  
2019 Budget

Revenues

Annual Assessments (71 Lots X \$360)	25,560.00
10% Reserve Fund Allocation	(2,556.00)
Potential Architectural Design Review Revenues (New Sold Lots)	600.00
	<u>23,604.00</u>

Insurance	2,500.00
Legal Expense (Covenant Recording / Advice / Other)	2,500.00
Accounting (Outside Tax Preparation - if needed)	300.00
PO Box Rental	275.00
Postage & Office Supplies	250.00

Monthly Landscape Maintenance, Mulch, Lighting, Silt Fencing	5,000.00
Tree Removal (behind lot 43)	3,500.00
Add'l Landscape Improvements / Watering	3,000.00
Fountain Electricity Cost	2,000.00
Property Repairs & Website Maintenance	1,500.00
Block Party	1,000.00
Christmas Decorations at Monuments	700.00
Fountain Winterization Cost	600.00
Website Dominion Cost	170.00
Miscellaneous	309.00
Total Expenses	<u>23,604.00</u>

Income / (Loss)	<u>0.00</u>
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