



## Harvest Run Phase 3 Homeowner's Association Meeting Minutes

March 15, 2011 –**APPROVED**

Call to order – The meeting was called to order at 7:10 pm. Board members Matt Bolda, Jim Hendrickson and Patrick O'Brien were present. Nick Falco and Mike Antongiovanni were absent. Lynda Potas and Julie Leffel of CMS were also present at the meeting. One homeowner was present.

Approval of Agenda – Jim Hendrickson motioned to approve the Agenda, seconded by Patrick O'Brien. All were in favor.

Approval Minutes – Minutes from the 10/26/10 meeting were reviewed. Patrick O'Brien motioned to approve the minutes, seconded by Jim Hendrickson. All were in favor.

Financial Review – Lynda Potas reviewed the 2010 calendar year. Total operating income was \$24,671 actual vs. \$23,760 budget representing 3.83% or \$910.62 collected income over budget. This was due to late fees, legal reimbursement expense and previous year's balances received in 2010. Total operating expense was \$22,086 actual vs. \$22,360 budget representing 1.22% or (\$273.65) of funds not expensed. The capital expenditures were \$4,477 actual vs. \$5,001 budget representing a 12.07% of funds not expensed. CMS stated that the \$375 collected in late fees for 2010 should now be transferred to the Reserve fund. Jim Hendrickson motioned to approve, Patrick O'Brien seconded. All were in favor.

The Balance Sheet as of 02/28/11 is as follows, Operating \$6,818.26. Reserve \$ 3,502.01. Through February we have received 19.44% of the budgeted income and expensed 4.81%. Jim Hendrickson motioned to approve the financial report, seconded by Patrick O'Brien. All were in favor.

Legal/Home Sales Update - No homeowners were reported to be in any legal process. 770 Crabapple sold on 2/25/11

### Unfinished Business

A. 2011 Budget – At the previous meeting the minutes failed to note the approval of the budget. Therefore, this vote is ratified at this meeting. Patrick O'Brien motioned to approve the 2011 budget of \$23,760 noting no increase to the annual assessment of \$330 per homeowner (\$55 towards the Reserves and \$275 for Operating). Jim Hendrickson seconded, all were in favor.

B. 2011 Landscape Contract Discussions & Vote – the direction from the last meeting was for management and the Board to obtain landscape quotes for review by using the same specifications and map to be reviewed at this meeting in an effort to reduce costs. A total of five proposals were reviewed. Harvard Nursery (previous contractor) \$8,900, Webster Property Maintenance \$8,225, Oakridge Landscape \$9,100, Two Guys Landscaping \$7,500 and LCcon \$5,320. All proposals were for one-season, except for LCcon that offered a 3-year price guarantee and a 30-day cancellation policy. The Board decided to offer a chance for both Harvard Nursery and Two Guys landscaping to rebid the property. Management and the Board are to review those findings by Friday, March 18. Once the new information is available the Board will elect the new contract and ratify the decision at the May meeting.

C. 1127 Autumn Drive – Fence Installation – CMS reviewed that a dog run fence was installed in late Fall by the homeowners without Board approval or City permit. CMS had contacted the homeowners in November regarding the policy of the Association. The formal request for this dog run was received in mid-November. The dog run is a PVC constructed material, not wood, as required by the policy. CMS sent a letter in late December advising the homeowners the issue would rest until spring 2011 at the next homeowner meeting where weather would permit review. Debbie Baran was present at the meeting and explained they did not initially think they needed approval as they were not doing a yard or property fence. Since installation, the permit was approved by the City and gates to the dog run were completed using wood. The Board stated the look of the fence, being of wood grain, looked nice, but it did not coincide with our rules. These rules were voted upon by all homeowners in 2003. CMS suggested a new vote could be obtained to see if the homeowners wanted to change the options of materials. 75% of the vote is required to change this current rule. The Board agreed to create a new ballot for the homeowners to review and vote on as many new options exist today vs. in 2003. The approval or dismantle of this dog run is then delayed pending the result of this vote, expected to take place prior to the May meeting.

### New Business

A. Association Insurance – The Association was insured under Farmers Insurance, where two years prior came in with a favorable bid over Travelers. The renewal for 2011, however, increased three times. Therefore, new bids were obtained by CMS and some members of the Board as follows. Farmers at \$3,581, Country Financial at \$1,592 and Community Association Underwriters at \$1,058 and a 3-year guarantee. The Board approved CAU and cancelled Farmers insurance effective 2/28/11. Jim Hendrickson motioned to approve, Patrick O'Brien seconded. All were in favor.

B. 2010 Tax Filings – CMS reported the 2010 tax filings were completed and filed. Performed by Dam, Snell & Tavierne of Fox Lake at a cost of \$325.



C. Annual Meeting– CMS advised the meeting was currently scheduled for May 10<sup>th</sup>, however, CMS has a conflict and would like the date rescheduled for May 9<sup>th</sup>. All agreed. The website will be updated and call notice and proxy will be mailed to all homeowners in April.

D. Outlot "C" – Assessment Notice – CMS received a no charge property assessment notice from MCHenry County for the wetland located in Phase I & Phase II adjacent to Huntley Road south of Barlina. The Ryland attorney who worked on the assignment was contacted to correct this designation and is still pending. CMS will keep the Board apprised of this change.

E. Neighborhood Party Discussions – Matt Bolda stated he would like to try again to organize a block party for Harvest Run. The Board discussed several options and a couple of dates in July. More information will be obtain and reviewed at the next meeting.

Homeowners Open Forum – Debbie Baran of 1127 Autumn Drive asked if the corner wetland at Huntley, Barlina and Crabapple could be turned into a small park. CMS explained this was a storm water retention area and it could not be changed. Debbie also discussed the trees in the wetland located to the north of the Association that their roots spread the tree from below. CMS explained this was a Sandbar Willow and more information was available on this species and CMS would email to the homeowner.

Next meeting – May 9<sup>th</sup> – ANNUAL ELECTION AT PANERA BREAD.

Adjournment – Patrick O'Brien motioned to adjourn the meeting at 8:45 pm, seconded by Jim Hendrickson. All were in favor.