

Bordeaux Homeowners Association Minutes
September 23, 2020

Board Members Present: Phil Kambic, Mark Mountain, Linda Jensen, Dave Stejkowski, Bob Keipe

Homeowners Present: Phyllis Edlund, Glen Edlund, Dianna Keipe, David Kaufman, Carol Freeman, Bill Freeman, Greg Dralle, Karen Dralle, Anne Mauriello, Kurt LaVoie, Mary LaVoie, Tom Vollmer, Mary Nugent, John Fitts, Michelle Fitts, Scott Smith, Greg Outsen, Stacy Outsen, Nick Giannakopoulos, Brian Schubert, Jonath Harris, Evelyn Harris, John Dralle, Lisa Dralle, Nichole Carpenter

Thanks to Greg and Karen Dralle for hosting our meeting so that we can meet safely during this difficult time. Five board members and 25 homeowners attended the meeting.

I. Secretary Report

A packet containing the following information was distributed to those attending the meeting:

- a. Agenda for this meeting: 9.23.20
- b. Summary of Minutes from HOA Board of Directors meeting dated 10.28.19.
- c. Treasurer Reports including Balance Sheet, Revenues and Expense Statement, and Income and Expense Statement dated 9.17.20
- d. Drainage Phase II: Letter re: drainage issues

Drainage Phase II: O'Connor Photos of retention pond water problems

The Board reviewed the minutes for the 10.28.19 meeting. The minutes were approved as written. (P. Kambic/B. Keipe)

Mr. Bissaillon was unable to attend the meeting, so those attending read the drainage information provided in their packets. Mr. Bissaillon has agreed to complete Phase I of the drainage project. After that is completed, there will be a meeting with HOA representatives and local officials. Those names and contact information are on file.

II. Treasurer Report

- a. As of today's date the HOA has assets in the amount of \$25,322.73 and liabilities of \$235.00. There is a total net worth of \$25,087.73. This includes revenue for 01.01.20-09.17.20 2020 of \$15,212.99 and expenses of \$9,997.88. The key expenses are the financial management fees, landscaping maintenance, administrative/office supplies, and insurance and taxes. Net income for 2020 to date is \$5,215.11.
- b. Two homeowners were refunded \$100 in closing cost fees, since CSM did not inform the Board of a \$100 increase in closing cost fees.
- c. As of today we have 6 lots with accounts past due and two of these are for more than one year. The total of outstanding dues is \$1,668.36.

Management Company update

We continue to partner with Clark Simson Miller HOA Management Company (CSM). Wesley Kearney is our account manager and is responsive and has been helpful. A point of constant concern is the closing fee that CSM charges. It was raised to \$595 in 2020 and we were not notified of this raised fee. We have been able to negotiate this fee down to \$350.

While the relationship is different than managing all of these aspects for ourselves, it has greatly eased the financial management on the board.

It will be up to the new board to evaluate the continuation of the agreement with CSM, this is an annual renewal.

Respectfully,
Mark Mountain, Treasurer

The report was approved as read. (D. Stejkowski/P. Kambic)

III. Old Business

- a. Mr. Bissaillon was unable to attend the meeting, so those attending read the drainage information provided in their packets. Mr. Bissaillon has agreed to complete Phase I of the drainage project. After that is completed, there will be a meeting with HOA representatives and village, county, and township officials to work

collaboratively to see if there is a workable solution to these problems.. Those names and contact information are on file.

Letters attached to the agenda packet describe problems related to the Career Center Road culvert and the adjoining retention pond

b. Security Lighting Repairs:

--The security lighting on Lot #137 has been repaired.

--The security lighting on Lot #3 has not yet been repaired.

c. Delivery of Flyers to all Homeowners

The Board will no longer be using mailboxes to deliver information to all homeowners. Our goal remains that we want to notify homeowners of important issues as soon as we can. Notices will continue to be posted on our Website and Facebook page. The following options are still ways that we can deliver information to all homeowners:

--Information can be mailed.

--Information can be placed in a plastic bag and put on homeowners' door knobs.

--A homeowner suggested that we gather email addresses together and send information by email.

IV. Covenants/Correspondence Addressed and rectified from October 28, 2019 through September 23, 2020.

A.Issues expressed by homeowners were addressed to the homeowners itemizing their concerns through visits, emails, letters, and phone calls. Follow-up to those concerns were also taken care of by visits, emails, letters, Facebook & website notices, and phone calls as the board considered appropriate to the situation. The majority of homeowners were very congenial about taking care of identified problems. We've grouped communication done since our last board meeting into Facebook and Website communication, communication with groups outside the neighborhood, group communication, individual communication, and flyer and card communication to all homeowners.

a. Facebook and Website Communication: 11 topics were addressed

b. Communication to Outside Organizations by the Board: 7 issues were addressed

c. Communication by Homeowners to Board: 17 issues were addressed

d. Communication by Board to Homeowners (Individual): 17 additional issues were addressed

NOTE: The Board responded to all homeowners listed above who contacted the HOA Board of Directors.

In addition, the HOA communicated with individuals mentioned by homeowners regarding numerous issues.

e. Communication to All Homeowners: 8 flyers, cards, and letters were distributed

B. Four building permits were issued.

C. Six Bordeaux Estates properties were sold/purchased.

D. The address list will be updated and distributed to board members and social committee board members.

E. Board of Directors volunteers:

The following homeowners volunteered to serve on the HOA Board of Directors: Brian Schubert, John Fitts, Craig Rabideau, Nichole Carpenter, Bill Freeman, Kim Benoit, Nick Giannakopoulos, and Scott Smith.

Since more than five people volunteered for the position, ballots will be mailed to all homeowners to vote for new directors.

I. Unfinished Business:

a. Concerns were raised regarding the contingencies placed on a building permit issued 7/5/18:

1) The homeowner anticipates that the sidewalk will soon be completed. 2) The homeowner believes that his landscaping sufficiently blocks visibility of the pool from Blaye Street. 3) The homeowner questioned why he was being charged association fees for two lots when the county recognizes his property as only one lot. Dave explained that the association requires fees for each of the two lots he owns.

b. Security Lighting Violations: Lot #3 is not owned by the occupant. The actual homeowner was contacted to repair the light. The board will move to the next step to resolve the issue.

II. New Business

- a. A homeowner suggested that HOA Board of Directors send a Welcome Letter to new homeowners. The letter will help new homeowners to immediately feel welcomed to the neighborhood.
- b. North Entrance Landscaping: Karen Dralle contacted Mrs. Karlock about landscaping the northern side of the Merlot Blanc entrance. Mrs. Karlock has given HOA permission to plant and maintain the landscaping in that area. The Board would like Mrs. Dralle to ask Mrs. Karlock the following questions for clarification:
 1. We would like written permission to plant and maintain Mr. Karlock's property on the north side of the Merlot Blanc entrance.
 2. We need assurance that we are covered by insurance.
 3. We would like those responsible for Mr. Karlock's property to trim the trees near the area so that plants will grow and stay alive.
 4. We would like to have the lights turned on for that area to highlight the landscaping there.
 5. Would Mrs. Karlock be willing to assist in the expense of improving that area?

The motion was made and seconded to improve and maintain the landscaping on the Karlock side of the north (Merlot Blanc) entrance. (B. Schubert/S. Smith). The motion was unanimously carried. Congratulations, Karen, for helping to complete our entrance landscaping!! It will be gorgeous when complete.

III. Committee Reports

- a. Social Committee (Carol Freeman)
 1. Due to the COVID-19 pandemic, the social committee has not met officially since February 2020.
 2. Due to the COVID-19 pandemic, the annual Easter Egg Hunt had to be cancelled.
 3. After a few months of cancellations the book club has been meeting monthly outside in member's yards.
 4. Two newsletters have been distributed since our last public board meeting.
 5. A Bordeaux Estates garage sale was held on Saturday, September 19, from 8am-2pm. We want to extend a special thank you to Michelle Fitts for a job well done!!
 6. Welcome Basket Deliveries: Due to COVID-19 restrictions, recent newcomers have not yet received their welcome baskets. Now that restrictions are lifting somewhat, four new neighbors will soon receive welcome baskets from social committee members.
 7. The social committee had to postpone the ice cream social event due to COVID-19. Chrystal Croswell will host the event when COVID-19 restrictions are lifted.
 8. Karen Dietrich suggested that we have a neighborhood car show some time in the future.
- b. Landscaping Committee (Chuck Wilhelm for Glen Edlund)
 1. Glen would like to step down from his position of overseeing the Bordeaux HOA property. Even though Glen and Phyllis have retired, they are still working with Michael Richard to make sure the grounds are kept up to Bordeaux Estates standards. Glen would be willing to help the new landscaping coordinator through the transition period.
 2. Glen Edlund asked Outsen Electric to look into a tripped circuit breaker at the south (Blaye Street) entrance. The transformer was replaced by Commonwealth Edison, and the lights are now working.
 3. Glen is working with us on clearing out the area at the north (Merlot Blanc) entrance. The downed tree branch is no longer blocking view when turning on to Career Center Road. Steve Bissaillon, the Bourbonnais Township Road Commissioner, took care of the problem. There was a wind storm several weeks ago, and the rest of the tree was blown down. That problem is being addressed.
 4. Glen and Phyllis recently worked on planting shrubs and flowers at the corner of Rt. 102 and Career Center Road. They planted Cora Bells at the south (Blaye Street) entrance, and they were once again stolen this year.
 5. Looking ahead, all the landscaping walls may soon need power washing. Many of the plants must also need to be replaced.
 6. The board thanked Glen and Phyllis for their hard work keeping Bordeaux Estates such an attractive subdivision.

- c. Security Lighting (Dianna Keipe)
 - 1. Due to the COVID-19 pandemic, the team has not had an opportunity over the past several months to check if security lamp light bulbs need replacing. The team would appreciate homeowners checking their own lights during this difficult time.
 - 2. Because Dianna is experiences health issues, she needs to resign from her position.

IV. Open Discussion

- a. Security Issues:
 - The board has taken steps to ensure security in Bordeaux Estates including placing notices on website and Facebook, notes sent to all homeowners, reporting issues to the police, and re-establishing the Neighborhood Watch program
 - Other suggestions made by homeowners attending the meeting included individual homeowners taking security measures such as installing security cameras, securely locking doors, taking garage door openers out of their cars if the cars are parked in the driveway instead of the garage. Another suggestion was to form a group to discuss other measures. The group could consult with other HOA groups to see what they do.
- b. Street Cleaning:

Since HOA does not have jurisdiction over street cleaning, the Board suggested that the homeowner contact Stephen Liehr, our Kankakee County Representative: (815) 933-3554 sliehr@k3county.net
- c. Suggested solutions to having too many cars in the driveway:
 - 1. Many homeowners use their garage for storage. They could rent a storage shed for those items, and then there would be room for cars in the garage.
 - 2. The homeowner asked about the possibility of allowing sheds on their property. It was pointed out that allowing sheds would require an amendment to our covenants.

The next board meeting will be announced at a later time. The meeting was adjourned at 8:40 pm (D. Stejkowski/L. Jensen

Respectfully submitted,
Linda Jensen, Secretary