

***Grand Pointe Meadows Single Family Detached Homes  
Homeowner's Association (GPMHA)***

***Regular Meeting Agenda***

December 5, 2017

7:00 pm – Emmett's 3<sup>rd</sup> Floor

- I. Call to order
- II. Roll call
- III. Approval of minutes from October 17, 2017
- IV. Board Comments
- V. Public Comments
- VI. Old business – Boulevard Trees and \$200 discrepancy
- VII. New business
  - a) Holiday entrance decorations
  - b) ARC report
  - c) End of year financials and approval
- VIII. Items in Review – None
- IX. Adjournment

## **MEMORANDUM**

**Date:** October 11, 2017

**To:** HOA Board - Grand Pointe Meadows (Single-Family Detached Homes) HOA

**From:** Becky Carnes, President, GPMHOA

**Subject:** Approval to Replace Grand Pointe Boulevard trees

### Background

Three Autumn Blaze Pear trees have been removed and are in need of replacement in the pear section (north portion) of GPB. In addition, four trees were replaced in the Linden section (south) that do not match the Lindens.

### Discussion

In order to return the center of Grand Pointe Blvd to its original look, the GPMHOA has decided to replace the pear trees that were removed, transplant the trees from the south section to the Huntley Berm and replace those with matching Lindens. This will occur in two phases by Wasco Nursery: The south section will occur in late October to early November, and the north section will be replanted in the spring.

### Recommendation

It is recommended that the above tree placement and schedule be approved and completed by Wasco Nursery by the spring of 2018, not to exceed the amount of \$7,277.22.



41W781 Route 64 | 630.584.4424 | www.wasconursery.com  
 St. Charles, IL 60175 | 630.584.4469 fax | Illinois Certified Nursery Professionals

Invoice

171219 Page: 1  
 Wednesday, October 11, 2017  
 Friday, November 10, 2017

Grand Pointe Meadows HOA  
 c/o Becky Carnes  
 West Dundee, IL

bleecarnes@gmail.com

Item#	Description	Size	Quantity	Price	Total Amount
41803	Autumn Blaze Pear	2.5" dia.	3	567.000	1701.00
90050	Stump / Root Grinding		3	75.000	225.00
				Pear Planting Sub-Total	<u>\$1,926.00</u>
30507	American Sentry Linden	4.5"	4	1092.000	4368.00
				4.5" Option Sub-Total	<u>\$4,368.00</u>
90310	Transplanting (3 Crim. King Maple / 1 Honeylocust)	ea.	4	200.000	800.00
81015	Delivery / Travel Time		1	100.000	100.00
				Sales Tax Total	\$283.22
				Total	<u>\$7,477.22</u>

\_\_\_\_\_  
 signature date

TERMS: 1/2 Down. Balance upon completion and receipt of invoice. All invoices 30 days past due are subject to a 1-1/2% per month or 18% annual finance charge unless prior arrangements are made.

OUR GUARANTEE: All materials and workmanship are guaranteed for a period of three years from date of installation by our crews. All trees, shrubs and evergreens planted by the customer are guaranteed for one time only at 100% of the purchase price for one year from the date of purchase.



Grand Pointe  
Meadows  
ANNUAL REPORT 2017

## Executive Summary

Incepted in 2010, the Grand Pointe Meadows Single Family Homeowner's Association (GPMHOA) is a 5-member body that represents homeowners in the maintenance of the 118-unit subdivision. This annual report is intended to give homeowners an overview of 2017 operations as well as a snapshot of expected activities for 2018. All told, the subdivision and its finances are in solid condition.

## Board Mission and Structure

The GPMHOA is comprised of five (5) individuals, all of whom are subdivision homeowners. The mission of the board is to protect the assets of the homeowners while maintaining our shared investment. The board for 2017 included:

- Becky Carnes, President
- Paul Bertone, Vice-President
- John Budnyk, Secretary
- Tony Caceres, Treasurer
- Chris Nelson, Immediate Past-President/Member-at-Large

The board continues to contract with a management company, Rage Management, to assist in the conduct of daily duties, including the acquisition of common area property insurance; accounts receivable and payable; proper filing of pertinent state and federal documents; retention of counsel when necessary; and guidance on HOA functions.

## 2017 Items of Note

**Huntley Road Entrance Improvements:** The GPM HOA worked to improve the aesthetic of the entryway from Huntley Road. This past year saw the addition of several plantings at the entryway itself, extending from Huntley Road south down Grand Pointe Boulevard. The intent of the improvement was to enhance the entryway aesthetic for the primary entrance to our subdivision, as well as to provide a discernable identity for the development.

**Dues Stable for 2017:** The annual homeowners dues remained static for the 2017 fiscal year and will remain so for 2018. During the budgeting process, the board felt that a dues increase was unnecessary given the strong financial position the subdivision is in currently.

**Mailboxes Replaced:** The board worked to replace 10 damaged mailboxes and repair seven (7) damaged mailbox posts.

**New Website Developed:** The HOA website was reformatted and refreshed regularly.



**Parkway Trees Replaced:** The HOA worked with the Village of West Dundee to replace 14 parkway trees—most of which were lost due to the Ash Borer infestation--throughout the subdivision.

**New Signage Deployed:** The primary subdivision entryway signs experienced sustained vandalism in 2016—specifically the removal of the pinned letters on the sign itself. As a result, the GPM HOA worked to design signage that uses a single, resin-coated panel with etched letters. The new panels were deployed in early 2017.

**Mulching Completed:** The HOA worked with a local vendor to affordably mulch large portions of the common areas throughout the subdivision. The process saved over \$1,000 when compared to commercial rates.

## **A Look Ahead to 2018**

**Tree Replacement Activities to Continue:** The subdivision still contains several ash trees, all of which will likely succumb to the Ash Borer infestation. As a result, the Board plans to continue to work with the Village to replace parkway trees as needed.

**Mailbox Replacements:** The HOA plans to replace 10 mailbox units in 2017 and at least 20 sets of mailbox numerals.



# 2018 Budget

<b>INCOME</b>	
Assessment Income (\$250 per lot)	\$33,500.00
Late Charges	\$300.00
Interest Income	\$0.00
Pond Maintenance Refund	\$0.00
Legal Fee Income	\$500.00
Miscellaneous Income	\$0.00
<b>Total Revenue</b>	<b>\$34,300.00</b>

  

<b>EXPENDITURES</b>	
<b>G&amp;A Expenses</b>	
Printing & Postage	\$420.00
Legal Fees	\$300.00
Audit Fees / Tax Return	\$125.00
Insurance	\$1,500.00
Licenses - Permit	\$15.00
Bad Debt	\$250.00
Miscellaneous	\$180.00
<i>Total G&amp;A Expense - Admin</i>	<i>\$2,790.00</i>
<b>Operating Expenses</b>	
Landscape Repairs	\$3,550.00
General Repairs	\$350.00
Miscellaneous	\$0.00
<i>Total Operating Expense</i>	<i>\$3,900.00</i>
<b>Contract Services</b>	
Management Fee	\$5,400.00
Scavenger Fee	\$0.00
Landscaping Maintenance	\$12,000.00
Pond Maintenance	\$5,060.00
<i>Total Contract Services</i>	<i>\$22,460.00</i>
<b>Reserves</b>	
Transfer to Budgetary Reserve Fund	\$5,150.00
<i>Reserves Total</i>	<i>\$5,150.00</i>
<b>Expenditures Total</b>	<b>\$34,300.00</b>



## 2018 Calendar

- **January 1, 2018:** Fiscal Year 2018 commences.
- **February 1, 2018:** Annual dues notices mailed to residents.
- **February 6, 2018:** Regular GPMHOA Meeting; 7PM; West Dundee Public Safety Building II.
- **February 10, 2018:** Annual report due to Secretary of State; HOA tax return preparation commences.
- **April 1, 2018:** Landscape maintenance commences.
- **April 10, 2018:** Regular GPMHOA Meeting; 7PM; West Dundee Public Safety Building II.
- **June 5, 2018:** Regular GPMHOA Meeting; 7PM; West Dundee Public Safety Building II.
- **September 11, 2018:** Regular GPMHOA Meeting; 7PM; West Dundee Public Safety Building II.
- **November 30, 2018:** Landscape maintenance ends.
- **December 4, 2018:** Regular GPMHOA Meeting; 7PM; West Dundee Public Safety Building II; 2019 budget approved; pending year homeowner's dues announced.

