

ACACIA TIMES

Monthly Newsletter of The Acacia Association

May 2020

Board Meeting Minutes of Tuesday, May 12, 2020

Next Acacia Regular Board Meeting, June 9, 2020

Acacia Association 111 Cascade Dr., Indian Head Park, IL 60525

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Email: acaciaihp@gmail.com

GENERAL ANNOUNCEMENTS

Village of IHP vehicle stickers are on sale now and need to be displayed by June 30, 2020. Passenger vehicle stickers are \$65. The fee doubles to \$130 beginning on July 1. Since the village hall is closed, you can put the payment and order form in the silver box in front of the village hall next to the mailbox.

You can get the vehicle registration form on the village of IHP website. If unable to obtain the form, put your name, address, phone, make/model/year and license plate info on a piece of paper with your check attached.

Please make sure that trash and recycle bags are tied and that black bags and not white bags must be used for trash. Any trash or recycled material that can be fit in a bag (like empty 12 pack soda cartons) be placed in a bag and that anything bigger be placed under a bag so that it doesn't get blown away by the wind.

Remove all items (toys, bikes, grills, etc.) from common ground every night so crew does not have to move them to mow.

Service Requests are currently being accepted.

Next Acacia Board Meeting is Tuesday, **June 9, 2020** at 7pm at the clubhouse.

The Acacia Association Board of Directors Meeting
May 12, 2020

The Board of Directors meeting of Tuesday, May 12, 2020 was brought to order at 7:00 p.m. by President Eckert.

Directors in attendance were: Pres. Eckert, Sec'y Brandush, Tres. Polacek, V.P. Kalinoski, McMillin, Boyd, Kwiatek, and Voyles.

Home Owners comments/questions: No comments.

Approval of Minutes of the April 14, 2020 Board of Directors Meeting. Polacek/Brandush. 8/0/0 Motion passed.

Treasurer's Report: John Polacek: On the Treasurer's Report Page, you can see that the Assessment Collection was \$85,574. With other sources of income, we show a Total Income for the month of \$86,287. Total Expenses were \$46,156 leaving a Net Ordinary Income of \$40,132. We had a Capital Reserve Expenditure of \$6,116 and a Capital Reserve transfer of \$6,000 leaving us with a Net Income of \$28,015, We continue to see our fund balances rising as expected into the beginning of 2020.

The accounts receivable currently stands at \$3,371.14. **17** members have Past Due Accounts. We continue to do all the law allows to collect the outstanding balances. In March, 12 members had late payment fees and/or interest applied.

Currently 234 members use the ACH, automatic bank withdrawal. ACH insures no late payment fee and no interest charge. ACH also saves the office time and money. Please consider this. 60% of Acacia Homeowners use it. Join the crowd! There really are no dangers. Acacia withdraws only the Assessment on the 20th of the month. If there are other charges, you receive a separate statement. When members do not pay on time, there is a cost of collection. Therefore, a \$25 fee is charged the first time you are late escalating to \$50 thereafter. Avoid those charges with ACH.

Overall, we are in good financial condition.

We have two funds – Reserve fund Balance and Operating Fund Balance. They now stand at:

Reserve Fund	\$174,491
Operating Fund	<u>\$866,543</u>
Total	\$1,041,035

The COVID-19 Pandemic will affect the activities and costs at Acacia but we do not have the details yet.

I move that we accept the Treasurer's Report as presented. Polacek, Kalinoski 8/0/0
Motion passed.

Clubhouse Director's Report: Peggy Rose Kwiatek: The Acacia wide garage sale, which is usually held in the beginning of June, will be postponed until we see when we can safely reschedule it.

Recreation Facilities Director's Report: Amy Eckert: At this point we are unable to make a decision regarding the opening of any recreational facility. We will continue to follow the news from the state and county regarding when facilities may be allowed to open and what restrictions we will need to follow.

Safety: Over the past month we spent approximately \$900.00 on safety items for the crew so that they can continue to work following state guidelines.

All crew members along with Jose and Pasquale will be taking an OSHA required Fall Protection Training class so that they are recertified and able to complete work using ladders, personal fall safety harnesses, etc.

All crew members participated in an initial safety meeting when they returned to work. Items covered included – use of face mask/covering, keeping social distancing when possible, increased cleaning of common areas of shop, storing all personal items in their own lockers.

Grounds Maintenance Director's Report: Jack Brandush: The following items were approved by electronic vote:

Jose has given me three quotes for reconditioned golf carts as follows:

CCP Sales	2015 Club Car Carryall	\$7,139.09	includes tax
Nadler Golf	2013 Club Car	\$6,116.13	includes tax
Above Par	2014 Club Car Carryall	\$7,192.50	includes tax

Even though it is not in the budget for 2020, I feel that we need to purchase a club car to replace the one that is not working because of the social distancing requirements (One crew member for each cart).

Therefore, I make a motion that we purchase one reconditioned 2013 Club Car from Nadler Golf Car Sales, Inc., 2700 Farnsworth Avenue, Aurora, IL not to exceed \$6,116.13. Approved 8/0. The golf cart has been purchased and received.

I have received 3 quotes for the removal of 30 tree stumps around Acacia that must be removed.

Smitty's Tree Service	\$ 3400	\$113.33 per stump
Protree Service	\$ 1500	\$ 50.00 per stump (verbal quote)

Family Tree Werks \$ 1050 \$ 35.00 per stump

From what I heard from Tim over the years regarding the cost of removing stumps, I think that the cost of \$35 per stump is a good deal.

I make a motion that Acacia Association contract for the removal of 30 stumps by Family Tree Werks, Warrenville, IL not to exceed \$1050.00. Approved 8/0. The stump removal project is in the process of being completed as of this writing.

Also, in a previous email, board members were inquiring about what we were going to do with the old golf cart that was in poor condition. The two options were to sell it as is for \$350 or strip it removing the battery (worth \$60) and exchanging the good tires that were on the cart (worth \$240) for ones that were going to be used for emergencies and sell it for \$300.

I make a motion that Acacia Association sell the 1999 Club Car Turf 2 Golf cart, Serial # RG9952-833353 without the battery and exchanging the existing tires and wheels for emergency tires and wheels, to Jose Rivera, Chicago, IL, for \$300, which includes sales tax. Approved 8/0.

At the request of the Board, I have asked Jose to obtain quotes from vendors to apply weed killer on all unwanted vegetation within the landscape beds because our crew cannot be trained and licensed (classes were cancelled because of the Covid virus). He has obtained one quote from Beary Landscape Management for \$3000 and hopefully we can receive quotes from the other two vendors soon so that we can start weed control.

So far, there have been 5 service requests submitted for grounds.

Our Grounds Crew has returned and is mowing the lawn and cleaning up the grounds. Tru Green will be on site for grass fertilizer and weed control application in the near future. Please be aware of the location designated by flags when walking your dogs.

Please make sure that trash and recycle bags are tied and that black bags and not white bags must be used for trash. I am requesting that any trash or recycled material that can be fit in a bag (like empty 12 pack soda cartons) be placed in a bag and that anything bigger be placed under a bag so that it doesn't get blown away by the wind.

Townhome Maintenance Director's Report: Ben Boyd: Jose is having three companies quote our driveway sealcoating and replacement of driveways.

20 driveways will be replaced and 197 (+/-) will be resealed this year. I will come to the Board to accept chosen vendor after the bids have been received.

4 crew members are starting to prep the 80 townhomes on the paint cycle for this year. Staying on the first floor only until they complete online certification to scale buildings following OSHA guidelines. The OSHA online training will take place on May 15th in the clubhouse – 4-hour course.

Jose is looking to add another carpenter to the crew to ensure all townhomes are finished and painters have time to complete painting.

Jose has contacted painting contractors to bid on the painting – will inform Board when bids have been received.

Paint supplies will be ordered when needed – Jose is scrambling to find cedar board in the correct size and will be placing order after reviewing three suppliers' bids. Jose and I discussed the need to secure the wood needed to start the prep work and he is buying some available cedar. One supplier told him maybe they would have cedar in the correct size in late June but no guarantees.

I am comprising a Marco study of our ACTUAL cost to complete a five-year paint cycle. I will be using this actual cost study to compare against any plan in the future that will reduce the cost of townhome maintenance. Good data drives good decisions and I will keep Board apprised. i.e.- Metal Coping and Rhinoshield proposal in progress.

Lawn crew staff are doing an excellent job.

Motion to approve purchase of painting supplies from J.C. Licht in the amount of \$31,272.25 (budgeted monies). Boyd, Kwiatek 8/0/0 Motion passed.

Village Relations Director's Report: Sharon Kalinoski: I checked the village website and according to the home page, all meetings were cancelled due to Covid-19. It was only a few weeks later that I discovered they did indeed have a meeting on April 9. It was held at village hall with only the mayor, administrator, and some office staff present. Other trustees attended virtually via ZOOM. The meeting was short, but had many audio difficulties. I watched the video recording online. Public comments/questions were only accepted via text or email

294 work nearby will begin later in 2020, and the tollway will begin sewer work in late April 2020.

Options for the Acacia Drive sidewalk project are still expected sometime in May.

Cook County is expected to approve Phase 1 plan this year for sidewalks on Wolf Road between Plainfield Rd & 79th St. It will be at least 3 to 5 years before work will be done.

As of April 9, there were 9 cases of Covid-19 in the village. The village hall is closed for drop-ins, but available by appointment. Residents are encouraged to answer census forms.

Bid awarded for Wolf Rd. repairs \$75K. Engineering costs approx. \$15K additional. IHP is supposed to be reimbursed these expenses from Cook County. Work should be done within 30 days.

Water rates were increased less than 2% as part of the new budget. Countryside had increased the water rate by 7c per 1000 gallons. A family using 4500 gallons per month will see an increase of about \$2 per month.

The 2020-2021 village budget was approved, and with projected decreases in tax revenue due to Covid-19, some water main and sewer work can be deferred. Road work will continue as planned.

Architecture and Landscape Director's Report: Diane Voyles: For the month of April there were 4 requests for new projects and 7 inspections of completed projects.

ALCC requests are still being processed. Please drop your requests in the clubhouse mail slot. Most requests are approved the following weekend.

The spring inspection of the entire subdivision was completed. We are assembling a list of results.

With the stay at home situation, many rule violations are being reported. Please familiarize yourself with the 2020 Rules and Regulations to avoid receiving a letter and or fine in the mail. A few main points:

NO fabric items should be visible on any Acacia property. This includes laundry, tarps, blankets, etc.

NOTHING can be attached to trees on common or private property. This includes hammocks, swings. Small bird house or bird feeder on a tree on private property is ok.

Common ground is defined as past your lamppost in front and the furthest privacy wall in back.

Please take the time to read the Major Rules and Regulations so you are aware of what will be approved and what is not allowed.

MAJOR ACACIA REGULATIONS

Residents may temporarily use the Clubhouse parking lot for passenger vehicles provided the vehicle is operable and moved on a regular basis.

Our Protective Covenants do not permit outside parking or storing of motor vehicles (other than private passenger types), boats, boat trailers, house trailers, trailers, campers, commercial trucks or equipment, recreational vehicles or any similar items. Inoperable passenger motor vehicles must be parked in garages.

Trash and recycle pick-up are every Tuesday (days may change due to holidays and notice will be posted. When holidays fall on Monday, garbage pick-up is Wednesday). Trash must be securely tied in black bags and recyclables in blue bags supplied by Groot (708-485-0900), placed on the curb no earlier than morning of pick up. One large item will be picked up at no charge to the resident. If more than one item the resident is responsible for calling the company and making arrangements for pick up. ***Garbage placed outside on non-garbage days, overnight, in non-black bags will be subject to a fine.*** If appliance pickup is needed you need to call the day before to arrange pickup.

Outside antennas (non-clothesline type) and a single satellite dish not to exceed 39" in diameter are permitted with prior approval from A&LCC.

Clotheslines, window-mounted air conditioners, outside storage of trash containers, or other such items are prohibited.

No clothing or other household fabrics shall be open or visible on any Lot.

Outdoor signs except under special circumstances as ruled by the Board of Directors are prohibited. 4

The Architectural & Landscape Control Committee (A&LCC) must approve all exterior changes to your townhome or lot.

No outside structures allowed overnight on driveways or common ground (i.e. basketball hoops/large toys). No motorized toys or cars are allowed on any grass areas. Temporary deck/patio gazebos may be erected May 1 and must be completely removed, including all framing, by November 1.

Front yard lights need to be operable and on every night.

Driveway reflectors will be allowed from December 1 to April 1 to mark driveway for snowplows.

Association dumpster may not be used for residents' personal garbage. It is for use by maintenance and landscape crews working for Acacia.

As an animal control measure, a resident whether owners or lessees, cannot place food on any outside area, including both their property and the common areas. If so, done after one initial warning a fine of \$100 per occurrence will be assessed.

No more than two (2) bird feeders (must be above ground) are allowed on private property only. Owners are responsible for maintaining and cleaning areas around feeders of seed/food that drops to the ground so as to not attract other animals to the area.

Welcome Baskets: Peggy Rose Kwiatek: Welcome basket deliveries have been put on hold until the end of the stay at home order

Office Report: Amy Eckert: Gia, Kim, and Judy continue to work and keep things running.

Residents are reminded that they can call or email with any questions or if they need help with association business.

Every 5 years or so we contract for a Reserve Study for our association.

The information gained from this study gives us guidelines on the condition of our facilities, equipment as well as projected dates for when replacement may be needed. It will also contain estimates on what those replacements may cost. Another area they look at is our financials – especially the amounts we have in Operating Budget and Reserve Budget. On April 30th John and I met via Zoom with the person doing the study and then he met with Jose so that he could see entire property and collect all data he needed. No date as to when the study will be completed.

Homeowner Forum:

New Business: Every several years Acacia is required to update our registration with the State of Illinois. When the forms were sent this year, they were still under Bud Villarreal's name as the contact agent. We need to make the change to correct this.

Motion to adopt a resolution to change the contact name for our Not for Profit

organization from B. Villarreal to A. Eckert on the Statement of Change of Registered Agent and/or Registered Officer. Eckert, Voyles. 8/0/0 motion passed.

Motion to close meeting – (Kalinowski, Brandush) 8/0/0 Motion passed.



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Grain
Dark
Oak



Interior
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Grain
Light
Oak



Exterior Bronze

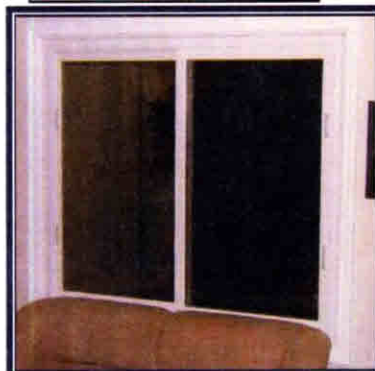


Other color combinations
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Exterior Cocoa



Actual Acacia Project
Photos



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INCOME TAX PREPARATION

**** deadline extended to July 15, 2020****

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