

ACACIA TIMES

Monthly Newsletter of The Acacia Association

April 2020

Board Meeting Minutes of Tuesday, April 14, 2020

Next Acacia Regular Board Meeting, May 12, 2020

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

Website: acacia-ihp.org

Email: acaciaihp@gmail.com

GENERAL ANNOUNCEMENTS

Thank you to all residents for understanding that we are operating under unusual circumstances. Please be patient with us as we all find a new way to continue to run the Association.

If you have any questions after reading the newsletter please e-mail or call the office and someone will get back to you.

Please put trash and recyclables on the driveway and not on the grass so that the crew does not have to move them while mowing the lawn.

Lawn cutting and cleanup are beginning and so the crew can get the work done:

- make sure you do not leave any toys, equipment, lawn furniture on common ground**
- pickup dog waste in the vicinity of your townhome. Failure to do so will result in a warning, and if not done, then a fine to the owner.**

When out walking or riding bikes PLEASE be careful – walk or ride on the side of the street where you are facing traffic. And PLEASE don't walk down the middle of the street.

The crew has been instructed to practice 'social distancing' while working. Do not stop them to ask if they can do extra work for you after hours. If you want to set something up call the shop and leave a message. It will be passed on the them.

Service Requests will start being accepted for grounds work April 15, 2020.

Service Requests will start being accepted for townhome repair May 11, 2020.

Next Acacia Board Meeting is Tuesday, May 12, 2020 at 7pm at the clubhouse.

The Acacia Association Board of Directors Meeting April 14, 2020

The Board of Directors meeting of Tuesday, April 14, 2020 was brought to order at 7:00 p.m. by President Eckert.

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

Dirs. absent were: Kalinoski

Home Owners comments/questions: No comments.

Approval of Minutes of the March 2020 Board of Directors Meeting. John, Jack. 7/0/1. Motion passed.

Treasurer's Report: John Polacek: On the Treasurer's Report Page, you can see that the Assessment Collection was \$89,298. With other sources of income, we show a total income for the month of \$91,132. Total Expenses were \$42,851 leaving a net income of \$48,281. We continue to see our fund balances building as expected into the beginning of 2020.

The accounts receivable currently stands at \$3,809.90. 18 members have Past Due Accounts. We continue to do all the law allows to collect the outstanding balances. In March, 15 members had late payment fees and/or interest applied.

Currently 233 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. 59% 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	\$168,330
Operating Fund	<u>\$823,033</u>
Total	\$991,363

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. John, Ben 7/0/1 Motion passed

Question: When will we have the annual audit?

Answer: In June

Clubhouse Director's Report: Peggy Rose Kwiatek: The clubhouse is closed to visitors until the pandemic is over. Gia and Kim are still working their normal hours at the clubhouse and residents can call or email with any questions or problems. Mail can still be dropped off in the drop-off slot at the clubhouse.

Recreation Facilities Director's Report: Amy Eckert: All recreation facilities are closed at this time. This includes the playground, swimming pool, tennis, pickle ball and basketball courts as well as the clubhouse. As of now we do not know when the swimming pool might open. These facilities will not open for use until the stay at home and social distancing restrictions are lifted by the state.

If any of the restrictions change before our May Board meeting, we will post the information on the web site.

Question: I noticed that we have already paid Chicagoland Pool \$4,184 for the upcoming pool season. Is that money refundable if the pool does not open this year?

Answer: If we open the pool later than Memorial Day weekend or if we don't open at all this year the contract will be adjusted to reflect the actual number of days we are open.

Grounds Maintenance Director's Report: Jack Brandush: In anticipation for a need of outside assistance for grass cutting because of COVID-19, I asked Jose to obtain quotes from outside landscaping services. The following is a summary of the bids for the period between April 1 and November 30:

- | | | |
|--------------------------|-----------------------|----------------------------|
| • Beary Landscaping | Basic Mowing Only | \$72,000 (\$9,000/month) |
| • Acres Group | Basic Mowing Only | \$85,000 (\$10,625/month) |
| • Acres Group | Full Service | \$124,496 (\$15,562/month) |
| • JPG Gardens | Full Service | \$198,680 (\$24,835/month) |
| • Benitos Landscaping | Not Interested | |
| • Streamline Landscaping | Does Not Do This Work | |
| • Premier Landscape | Basic Mowing Only | \$69,680 (\$8,710/month) |
| • Premier Landscape | Spring Cleanup Only | \$5,870 (one time) |
| • Classic Landscape | Mowing w/sp cleanup | \$57,680 (\$7,210/month) |

The Board and Jose will need to discuss whether or not these services are needed now or in the future based on personnel availability.

This winter and spring, the Maintenance Dept. serviced the following equipment:

- 6 Hedge Trimmers All in Good Condition
- 11 Leaf Blowers All in Good Condition
- 3 Telescope Hedge Trimmers All in Good Condition
- 4 Trimmer Edgers All in Good Condition
- 1 Telescope Ext Chainsaw All in Good Condition
- 3 Chain Saws All in Good Condition
- 5 Riding Mowers All in Good Condition
- 2 Push Mowers All in Good Condition
- 9 Golf Carts
8 in Good Condition
1 in Poor Condition

We need to have a discussion to replace the one golf cart this year based on personnel availability and OSHA/safety and social distancing requirements. A new golf cart is not included in this year's budget.

Groot has implemented the following due to corona virus pandemic. A note was passed out to every home about this procedure. In summary:

Only garbage in **tied** black bags will be collected.

Only recycle items in **tied** blue bags will be collected.

ITEMS THAT WILL **NOT** BE COLLECTED UNTIL FURTHER NOTICE

- Bulk debris
- Appliances
- Construction debris
- Electronics

All garbage needs to be at the curb by 7:00 am – if Groot comes through Acacia and your garbage is not at the curb, they will **NOT** return to pick it up. We do not know what time they will be coming through to pick up trash and recyclables.

Please put trash and recyclables on the driveway and not on the grass so that the crew does not have to move them while mowing the lawn.

Please pickup dog waste in the vicinity of your townhome. Our crew will not be able to mow grass in those areas. Failure to do so will result in a warning, and if not done, then a fine to the owner.

We have received notice that all agriculture classes have been cancelled due to COVID-19. That means that we cannot spray for weeds until our personnel goes through training and

obtains a license. **Please be patient because we will be having a hard time keeping up with the weeds until we can spray.**

We had a total of 3 snow removal events for this past winter season.

We have received quotes from two contractors for the trimming of the large trees in the scheduled areas of Brairwood and sections of Elmwood as follows:

- Family Landscaping & Tree Werks, Inc. \$5,430
- Davey Tree Expert Company \$8,100

These were the only two contractors willing to bid on this project based upon our specifications.

I would like to make a motion to contract Family Landscaping & Tree Werks, Inc. to trim the large trees on Brairwood and portions of Elmwood per the 2020 schedule for not more than \$5,430. Jack, John passed 7/0/1. Motion passed.

Question: What is the difference between basic and full service in the bids for lawn care?

Answer: most of the full-service quotes include spring cleanup, weeding, trimming bushes and trees, basic service is just cutting grass.

Question: If we contract for just mowing would we would still need our crew to trim bushes, trees, weed control, etc?

Answer: yes

Question: Would a new golf cart be a capital expense since it is equipment?

Answer: Yes, a capital expense, Jose has 1 bid for just over \$7,000.00 for a rebuilt one – seemed high since we purchased 2 last year for less than this. Jose will ask for more bids on a cart.

Question from resident: What are the plans for removing tree stumps?

Answer: We need to count number of stumps and get quotes to remove

Townhome Maintenance Director's Report: Ben Boyd

We are off to a slow but steady start to 2020. I discussed via text with Jose about sealcoat and replace driveways. Jose is contacting contractor.

Will keep board advised when it comes to townhome maintenance - we are in limbo until we have assurance that our team will be back and work safely.

I am suggesting that I will contact Rhinoshield and have them quote a four or five Townhome block for them to completely prep and apply shield. I will then have a true cost proposal to evaluate going forward. I will keep you informed.

Village Relations Director's Report: Sharon Kalinoski: Report on March 12, 2020 IHP village board meeting

294 update: Work on the Joliet Rd. ramp to 294 North will start this year, not sure when. The IHP logo will be on the sides of the new 294 bridges.

Sidewalk update: still awaiting options from engineering firm. Might have in May.

Easter egg hunt and coffee w/ mayor cancelled due to coronavirus.

Mayor encourages everyone to participate in the census and be counted.

Long discussion about amendment to ordinance re: native plantings. Not applicable to trees/shrubs. Proposed rules: not allowing plants more than 6' tall and not allowing them to take up more than 75% of lot. Intent is to control density, appearance, and avoid harboring "vermin". Action tabled.

Countryside is increasing the water rate fees May 1, so there will likely be a water rate increase in the new IHP budget.

All meetings are cancelled until further notice, so there was no town hall meeting on March 25 to discuss garbage pickup options nor will there be a board meeting on April 9.

On the agenda for the next meeting is a discussion and perhaps vote on whether to eliminate the contractor licenses/fees requirement.

Question: Which sidewalk project were they talking about – Acacia or Wolf Road

Answer: Both, but Acacia for the options expected in May.

Architecture and Landscape Director's Report: Diane Voyles: For the month of March there were 5 requests for new projects and 3 inspections of completed projects. ALCC requests are still being processed. Please drop your requests in the clubhouse mailbox. Most requests are approved the following weekend.

The spring inspection has begun and is planned to complete by May 1.

We have noticed some early gazebo structures, which are technically not allowed until May

1. Due to the stay at home order, we have decided not to fine homeowners for early structures this season.

Welcome Baskets: Peggy Rose Kwiatek: Welcome basket visits have been suspended until the stay-at-home order has been lifted.

Office Report: Amy Eckert: The office remains closed to residents but Gia, Kim, and Judy are all working. If residents need anything, they can call the office for information, all forms are available on the web site, and all payments, completed forms etc. can be dropped in mail slot in the front door.

QuickBooks has been updated to the newest version on both office computers.

Homeowner Forum: Questions submitted from residents:

Good morning,

My question is about how association/assessment fees will be handled. I was at the meeting where it was decided to raise the fees because they had not been raised in awhile, not because of any actual data or reasoning.

Answer: Assessment fees were not raised this year, the fines for violations of rules was just published so all residents would be aware of them.

So is there some plan in place to handle the fee since people are out of work/not making the money they usually do, it does not seem like much maintenance can be done and isn't being done, and in case the pool does not open when it should?

Answer: If residents are having financial difficulties and unable to pay monthly assessment they should contact the office and ask to have the Treasurer contact them. We will attempt to work out payment plan with them.

We expect most crew members to return, so work will be able to be done. As far as the pool is concerned if we are unable to open or if we open late in season we will renegotiate contract to reflect loss of time.

1. Any decision on the using social distancing of the pool this summer? Asked by a lap swimmer.

Pool and all recreational areas will remain closed until social distancing and stay at home restrictions are lifted

2. Any decision on the using social distancing on the basketball court? Example of social distancing, no more than 2 people at one basket.

We have no way to enforce a limit on people using the courts so they will remain closed.

3. Can a resident join the zoom meeting? **Not this time**

4. Any financial impact to Acacia over COVID-19?

Unknown at this time

5. How is staffing impacted by the COVID-19?

For now the majority of our crew members are returning to work. If anything changes we will make decisions as needed

When we had a few nice days it was great to go out for a walk. As I nearly got run over by a small child on a bike, I just wondered if this is the way it is going to be if sidewalks are installed. People were driving in, parking on driveways of people and enjoying our lovely area to walk around. It didn't matter what time of day. It was crowded. No one was following the Illinois Rules of the Road for pedestrians. Pedestrians are to go in the reverse direction of traffic so cars and bikes can see them coming vs seeing people from behind. This was taken from 2020 Illinois Rules of the road page 40. Everyone was going in every which way direction, down the middle and whatever. I can only imagine the congestion if sidewalks are installed.

And that's the truth.

Board stay well and safe. We are in unusual times.

To the Acacia Board:

Many of my neighbors and I are wondering what lawn service we will have this summer considering the restrictions due to the pandemic. And when will normal yard maintenance resume? Many of us have begun the clean up process ourselves and have put items like large sticks, branches and leaves that remain after storms at the edge of our yards by the street. Those then are picked up by maintenance. This has been the practice for a long and we would like this to continue please.

Our plan is to have lawn work begin as usual. Crew members are returning to work and have been given safety instructions for social distancing etc while working. We have also received bids to contract out for lawn care if needed. We will decide as the season progresses.

Assuming the pool will not be opened considering the pandemic, where will the funds that are normally associated with all the pool expenditures be replaced in our budget?

We have had contact with the pool management company and if the pool opens later than usual or if it does not open at all the contacted amounts will be adjusted to reflect the actual time open.

Assuming painting cannot take place, as it is likely deemed non-essential, where would those funds be replaced in the budget?

Thank you for all the work you do for Acacia. I hope you are all well.

We are working on the painting schedule and will keep everyone informed as decisions are made.

When the amount from any monies not spent due to not being able to perform the regular maintenance is known, the Board would look at its options: Put it in the Capital Reserves (which we are behind in), plan to not increase the Monthly Assessment for a proper number of years, Finish the Clubhouse redecorating or other projects.

New Business: Crew Information: We have some crew members returning to work as of yesterday, April 13th. They will be working to clean up grounds and other duties to get ready for mowing etc. More will be returning on May 6th.

Many residents ask and hire crew members to do jobs around their homes. We realize that this is beneficial to residents and crew members but until further notice **PLEASE DO NOT** stop them while they are working and ask for their help or ask to set something up for after work. Due to “social distancing” all crew members have been told not to interact with residents. This is for everyone’s protection. If you would like to hire someone to do some work you **MUST** call the maintenance shop at 784-9295 and leave a message. Jose will get the request to the crew member and you can work out arrangements after the work day.

Motion to close meeting – Amy, John 7/0/1 Motion passed.

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Interior
Wood
Grain
Dark
Oak



Interior
Wood
Grain
Light
Oak



Exterior Bronze

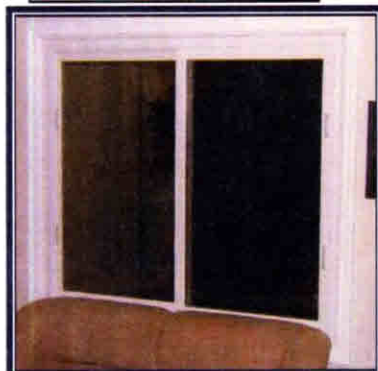


Other color combinations
available upon request

Exterior Cocoa



Actual Acacia Project
Photos





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SUSAN SEMANATE
708-246-8800

915 W 55th St Ste 101
WESTERN SPRINGS
lsemanate1@allstate.com



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