

AGENDA

*Grand Pointe Meadows (Single-Family Detached Homes) Homeowner's Association - (GPMHA)
Meeting of March 15, 2011*

The GPMHA will hold a meeting in the conference room of the Village of West Dundee Public Safety Building, 100 Carrington Drive, in West Dundee, IL at 7:00 p.m. on Tuesday, March 15, 2011.

- I. Roll Call
- II. Approval of Minutes
 - A. January 17, 2011
- III. President and Board Comments
- IV. Old Business
 - A. Update on the dissolution of the GPM Master Association.
- V. New Business
 - A. Selection of 2011-2012 management company.
 - B. Selection of 2011-2012 landscape maintenance contractor.
- VI. Items in Review
 - A. Review and update of GPM SF HOA By-Laws.
 - B. 2011-2012 HOA Board elections.
 - C. Special Use Permit for renter-occupied properties.
- VII. Public Comments
- VIII. Adjournment

MEETING MINUTES

GPMHOA - Minutes of meeting held Monday January 17,2011

Roll Call was taken at 8:05pm. Present were; Chris Nelson, Cheryl Alopogianis, Scott Lindgren, Becky Carnes, Angela Darrow an Marianna Guenther.

There were no audience members present.

Minutes for the December 6, 2010 were reviewed. A motion to approve the minutes was made by Scott Lindgren, Becky Carnes seconded. Motion approved by all.

PRESIDENT AND BOARD COMMENTS

It was discussed that we may need to consider redoing the monument signs to prevent further vandalism.

Scott suggested that we have a short executive session after each monthly meeting.
Chris will try to have a newsletter done in February announcing nominations for officer positions.

OLD BUSINESS

Approval of budget as adopted with revisions was put to motion. Motion to approve was made by Cheryl Alopogianis, Angela Darrow seconded. Motion approved by all.

NEW BUSINESS

None

ITEMS IN REVIEW

Carried to next meeting.

PUBLIC COMMENTS

None

Motion to adjourn meeting at 8:30 was made by Becky Carnes, Scott Lindgren seconded. Motion approved by all.

OLD BUSINESS – ITEM A

MEMORANDUM

Date: March 15, 2011
To: HOA Board - Grand Pointe Meadows (Single-Family Detached Homes) HOA
From: Chris Nelson, President
Subject: Dissolution of the GPM Master Association

Background

Grand Pointe Meadows has three (3) established homeowner's associations (HOA): one for the townhomes; one for the single-family homes; and one master association that is inclusive of all households. It has been determined the Village and the boards of the HOAs that the master association, which is in essence a holding association vested with the maintenance of property shared by the single-family and townhome HOAs, is unnecessary and ought to be dissolved.

The dissolution will save the single-family homeowners an estimated \$7,000 per year. The dissolution plan, in concept, will have the land held by the master transferred to the single-family HOA. The single-family HOA will then be directly responsible for maintenance, with the townhome HOA contributing its portion of the ongoing maintenance costs (estimated at 54% of the actual billed cost per year).

Discussion

On March 3, 2011, I attended a meeting at the West Dundee Village Hall with Village Manager Joe Cavallaro and attorney Michael Smoron of Zukowski, Rogers, Flood, and McArdle of Crystal Lake, IL. The purpose of the meeting was to discuss the next steps in the dissolution.

According to counsel, the dissolution issue must be approved by 75% of the homeowners in the respective HOAs. Residents can affirm their support via petition. This process will likely necessitate members of our Board going door-to-door to collect signatures. We could also consider putting the issue on a ballot along with the election issue, but counsel seemed to prefer the petition method as a conveyance of residents' wishes.

Counsel will be finalizing the necessary documents by March 11, 2011, at which time we will need to talk again with the townhome HOA leadership to finalize settlement details. An update for our group's April 2011 HOA meeting is expected.

Recommendation

For informational purposes only.

NEW BUSINESS – ITEM A

MEMORANDUM

Date: March 15, 2011
To: HOA Board - Grand Pointe Meadows (Single-Family Detached Homes) HOA
From: Scott Lindgren, Co-Vice-President and Treasurer
Subject: Selection of a Management Company for 2011 - 2012

Background

In late 2010, an RFP was sent out to six (6) property management companies; three (3) responded. After requesting the responding companies to resubmit with new guidelines, three (3) companies were interviewed by a board committee: Rage Management, Vanguard, and American Property Management.

Discussion

Company	Total Cost (Annual)	Notes
Rage Management	\$5,400	Rage Management has been very responsive and professional since working with the sitting board. We have had positive response time with request and tasks requested in dealing with the association matters.
Vanguard	\$7,020	Vanguard offers more high tech access and communication methods. They also are able to leverage their network of relationships to better serve their associations. They do, however, charge by the hour for consultation and visits to meetings.
American Property Management	\$12,768	American Property Management would give a more hands-on feel because they are a smaller company. They are a little put off by the size of our board and the number of times we meet.

Recommendation

Based on cost and observed performance, it is recommended that the Board approve a one-year agreement with Rage Management for management company services (narrowly defined as handling accounts receivable, accounts payable, and handling of citations/notices) for a period of twelve (12) months (May 1, 2011 – April 30, 2012) at a cost set not to exceed \$5,400 per year.

NEW BUSINESS – ITEM B

MEMORANDUM

Date: March 15, 2011
To: HOA Board - Grand Pointe Meadows (Single-Family Detached Homes) HOA
From: Chris Nelson, President
Subject: Selection of a Landscape Maintenance Contractor for 2011-2012

Background

In early 2011, an RFP was sent to multiple landscape maintenance companies requesting costs for various maintenance services. Such services are necessary for the properties commonly held by residents of Grand Pointe Meadows single-family subdivision. Three (3) proposals were received.

Discussion

	Trinity	Dundee	Orion
Weekly mowing	\$4,680	\$6,095	\$6,450
Fertilizer and weed control (3 applications)	\$675	Additional cost	Additional cost (undefined)
Flower beds maintenance	\$500	Additional cost	Additional cost (undefined)
TOTAL	\$5,855	\$6,095	\$6,450

** Huntley Road Berm - \$1,200; boulevard tree maintenance \$1,200; both costs in keeping with outlays for 2010)*

Recommendation

Based on cost, it is recommended that the Board approve a one-year landscape maintenance agreement with Trinity for a period of twelve (12) months (April 1, 2011 – March 31, 2012) at a base cost set not to exceed \$5,855 per year. Subsequent extra projects (one-time edging, cultivating, mulching, Huntley Road maintenance north of bike path) will be approved and ordered as needed.