

Cottage Acres HOA Board Minutes
Allure Activity Center
July 20, 2024

The Meeting of the CAHOA Board was called to order at 2:27 pm at the Allure Activity Center in Sterling, IL by Julie Sprecher, President.

Board members present: Julie Sprecher, Phyllis Houck, and Darla Stigall
Property Manager Present – Hani Salazar

Owners / Visitors in Attendance:

Connie Hoagland
Mary Lindstrom
Lisa Kranov
Rene E. Morris
Susie Cedro
Nancy & Ron Lenhart
Lyle Freas
Peg Landis
Deb Riggins
Chyrel Magill
Linda Dowd
Sheryl Beien
Linda Topp
Debbie & Tom Tiesman
Laurie Gingrich
Ray & Deb Helt
Mary & Louis Segneri
Carolyn Reuter
Roger Aschbrenner
Janet Meter
Marsha Edeus
Carlene Jenner
Rhonda Wait
Adele McDonnell
Kathryn Esgar
Jim Lopez
Gene & Wanda McBride
Rick Wagner
Elaine Forward
George Vrhel

Prior meeting minutes

- Approve the minutes from May 18, 2024.
 - **Motion by Darla Stigall Second by Phyllis Houck Motion Passed**

Financial Reports

- Approve the balance sheet as of June 30, 2024
 - **Motion by Darla Stigall Second by Phyllis Houck Motion Passed**
- Approve May & June 2024 Disbursements
 - **Motion by Julie Sprecher Second by Phyllis Houck Motion Passed**
- Approve the Profit & Loss Jan-June 2024
 - **Motion by Darla Stigall Second by Phyllis Houck Motion Passed**

Ratification of Actions Taken Without a Meeting (ATWMS)

- Ratify the actions taken in the 19 ATWMS listed below.

2024/05/19 (65) Tiesman, Tom & Deb – approve the owner’s request to plant several perennials throughout private garden area.

2024/05/24 (16) Rayner, Dawn – approve owner’s request to replace current screen door with either the split panel style door or the full panel glass door. Either option is to have a brown/dark bronze color with black hardware.

2024/05/24 (48) Warren, Bernice – approve owner’s request to remove existing shrubs and plant small boxwoods within the private garden area.

2024/05/26 (69) Administration – adopt a Policy and Procedure Guideline for Fines

2024/04/27 (69) Administration – adopt Citation form to request remediation or fines formally

2024/06/02 (45) Beien, Sheryl – approve owner’s request to install new light fixtures.

2024/06/02 (45) Beien, Sheryl – approve owner’s request to remove front porch railing.

2024/06/04 (19) Folkers, Dianna – approve owner’s request to replace 3 windows on property.

2024/06/12 (36) McBride, Wanda – approve owner’s request to paint porch railing to an HOA approved color.

2024/06/12 (17) Landes, Peg – approve owner’s request to remove and replace sidewalk in front of the garage and walkway leading to the porch. Renovation will also include a ramp.

2024/06/18 (60) Sprecher, Julie – approve the owner’s request to renovate front patio area. Will remove railing and place down new concrete and seed grass.

2024/06/29 (37) Brown, Bonny – approve the owner’s request to install patio blocks at the end of cement porch located on the northwest corner. Will also lay down brown mulch.

2024/07/06 (33) Aschbrenner, Roger & Pam – approve the owner’s request to replace garage door with HOA approved color and type.

2024/07/08 (49) Esgar, Kathy – approve owner’s request to remove lilac bushes, black jack edging, and lay down rock mulch.

2024/07/13 (43) Johnson, Theresa – approve owner’s request to repair concrete in front and back porch, apply texture coating, and remove bushes in front.

2024/07/13 (50) Houck, Phyllis – approve the owner’s request to remove bushes and replace them with geraniums

2024/07/13 (50) Houck, Phyllis – approve the owner’s request to remove and replace the rear west-facing window.

2024/07/13 (50) Houck, Phyllis – approve the owner’s request to anchor, caulk, and paint the metal brick covering.

2024/07/15 (69) Administration – approve Meeting Comments Guideline. It is meant to streamline the comment portion during Board Meetings.

- **Motion by Phyllis Houck Second by Darla Stigall Motion Passed**

Pending Resident Requests

- Peg Landis's request to replace the garage light
- Lisa Kranov's request to remove edging
- Louis Segneri's request to roll lawn and power wash brick

Quote/Project for Summer 2024 Licocci Construction Roofing/Siding/Shutters – Starting in August

- 2402 A&B Coventry Ct. \$4,450.00 Siding/\$15,400.00 Roof/\$210 pair Shutters
- 2404 A&B Coventry Ct. \$4,450.00 Siding/\$15,400.00 Roof/\$210 pair Shutters
- 905 A&B Coventry Ln. \$4,450.00 Siding/\$15,400.00 Roof/\$210 pair Shutters
- 903 A&B Coventry Ln. \$4,450.00 Siding/\$210 pair Shutters
 - **Motion Approval completed May 18th Board Meeting**

Buntjer Brothers Inc. – Projects Approved and Completed 2024

- Retaining wall at entrance (completed) \$5,200.00
- Cleaning up west side berm along fence line; mow June, July, Aug, and Sept.
- Create a landscape bed on top of the west berm; planting 4' Arborvitae for wind break
- Removing 2 common area plant beds along the east walkway from Gazebo and filled with dirt and seeded grass
- Removing concrete walkway east of Gazebo and installing new concrete walkway

Buntjer Projects to be completed

- Improve the drainage between 2503 B and 2506 B Megan Court
- Improving drainage west side of QUAD and burying downspout extensions
- Improving drainage at 905 A Coventry Ln.
- Remove four trees on the property, grind stumps, fill with dirt, and seed.
 - Birch tree NW of Gazebo.
 - Tree along east/west sidewalk behind 807 A Florence Ln.
 - Tree between 2506 A and 2504 B Megan Ct.
 - Small tree behind 905 A Village Ln.
- Removal of arborvitae trees behind 903 B Florence Lane/level/seed.
- Fill in trench 905 A Florence Lane with dirt/level/seed.
- Remove sucker growths west end of Village Ln. treat, fill with dirt, level, and seed with grass.
- Remove tree roots behind 905 A Coventry Ln./fill with dirt/reseed.

- **Motion by Julie Sprecher Second by Darla Stigall Motion Passed**

Quotes/Contracts for new projects

Redo 5 common area garden beds and maintain. **Completed By McCormick**

Review/Adopt/Pending

- Amend Privacy Fence policy to include Brown/Chocolate Brown color
- Create a policy for Property Manager duties and responsibilities.

Miscellaneous

- Replacement of Privacy Fences to vinyl type – Add to budget for 2025
- The HOA will no longer trim Evergreen and Spirea bushes in Private Garden Areas by hired landscaper after July trimming; owners will be responsible for trimming any bushes within their private garden areas.
- Dravis will commence fall cleanup in common areas only!
- Modification Request Forms – please be specific with requests (include colors, location, measurements, pictures, etc.) This will help speed up the process for approval.
- Bird feeders or ornamental objects on common ground trees should not hinder mowers. (Please remove them so they won't get damaged)
- Addressing drainage issues throughout the property.
- Power washing for 806 B Village Ln., 808 A Village Ln., 905 A Florence Ln., 2504 A & B Katey Ct.
- Please consider signing up for your ACH payments if you have not done so already.
- Outdoor lamp posts that are within the owners' property line are the responsibility of the homeowner. Shared lamps are the responsibility of both condo owners.
- The HOA has purchased 6 new brown stackable patio chairs for the gazebo area. Julie Sprecher will donate 2 new stackable patio chairs for the same area. The green and white resin chairs will be disposed of.
- Will be collecting the Survey of Age Verification – needs to be updated every 2 years.
- Sonny's Cleaning will be cleaning gutter downspouts Fall 2024
- Sparkling Exteriors will be power washing the properties.
- Projecting to restripe roads in 2025
- Projecting to strip and repaint stationary benches and rocking bench near gazebo.

Open Forum – Comments & Question period (15-30 Minutes)

Public Comment Sign Up

Laurie Gingrich – Expressed a comment of concern over that prior Board meeting and wished we may move forward and treat each other with respect. Expressed a want for the community to be less adversarial and come together for a common cause.

Lisa Kranov – Sent an email before the meeting expressing a distaste for lawn clippings left on her patio and wondered why she didn't get a reply back. The Board has promised to reply promptly in the future.

Rene Morris – Is a resident living in the Quad and expressed concern over a lack of community and communication between the Board and the residents. She expressed a want to hear more about personal news within the community, such as the deaths of a resident. Wants the Board to create oversight committees to assist residents in appealing Board decisions, assisting Board communication with residents, and creating a list of volunteers in the community. For fencing, are the installations covered by the homeowner or HOA? Can residents get rid of privacy fences?

Lyle Freas – Would like to help make improvements to the swinging wooden bench by offering to sand and repaint it

Peg Landis – Received 2 of the same Approval Letter for a Modification Request and felt it was a waste of postage. She also vocalized that she felt singled out for letting the Board know that the landscapers had damaged some of her brick edging. When the Board came to inspect the damage, they noticed her edging type was not an approved edging and that it was installed incorrectly. The Board gave her three options in an email. She could opt for either of the approved edging types or install hers correctly. She felt singled out by this reaction from the Board.

Chyrel Magill – Question Answered. Suggested a certain type of postal box. Asked if the landscaper could fix her chipped cement and if gardeners could avoid driving over her back patio.

Sheryl Beien - Question Answered

Linda Topp - Question Answered and would like to receive notice if a neighbor passes. Also asked why fences are the owner's responsibility.

Carolyn Reuter – Had concerns about her lamp post not working. Phyllis explained to those present what could be done to troubleshoot the problem. Had questions about solicitors and felt the 'No Solicitors' sign was too small. The Board suggested the residents call the police and not the Board regarding solicitors and trespassers.

Rhonda Wait – Asked if the Board was looking into purchasing gutter guards. What color is the trimming for the garage?

Jim Lopez – Asked what the Board has decided with the fences and if they are going to pay for fences within the community.

Elaine Forward - Asked why fences are considered homeowners' responsibility.

Residents were sent a letter/email addressing some questions and concerns they had during the Board meeting. The Board expressed their reasons for operating the way they do and urged residents to sign up for a volunteer list or to run for the Board. Board decisions are final. If residents would like to create change, they should join the Board.

During the meeting, the Board urged residents to read their white binders as most answers to their questions are within the binders.

Adjournment

- Motion to adjourn at 3:21 pm.
 - **Motion by Julie Sprecher Second by Darla Stigall Motion Passed**