

PHEASANT RIDGE ASSOCIATION OF NORMAL, INC.
P.O. BOX 1044, NORMAL, IL 61761
MARCH 2021 BOARD MEETING MINUTES
Virtual via Zoom meeting, Normal, IL
March 8th, 2021

Call to Order –

- **Time:** 6:09 pm.
- **Present:** Dino Carlino (P), Gary Ferguson, Dave King (VP), Ray McCormick (T), Justin Wolf, and Mary Walker.
- **Absent:** Shelly Kerr (S).

Review & Approve Prior Meeting Minutes – The February 2021 meeting minutes were presented by Justin and reviewed. Mary made a motion for approval of the minutes and Ray seconded the motion. All in attendance approved.

Treasurer's Report – Ray presented the February 2021 Monthly Treasurer's Report. The beginning balance for February was \$12,159.44. Deposits were made for \$0.17 dividend and \$40.00 for an Annual Assessment payment from 2016. Payments were made for \$288.00 to Mueller, Reece & Hinch LLC for the remainder of our 2020 attorney expenses, and \$697.50 to Spring-Green for fertilizer and weed control. The February ending balance was \$11,214.11.

Mary made a motion to approve the February Treasurer's report and Justin seconded. All in attendance approved.

The new Spring-Green contract and 2021 bill for weed control on the berms was received with the 7% prepay discount. Ray made the payment by debit card as soon as it arrived since it had already been approved in the December 2020 meeting.

Ray shared the updated 2020-2021 budget with minor modification to accurately reflect current expenditures and categories. He moved the \$148.00 budget and payment for the USPS Postal Box fee from the Postage category (used for mailings) and put it in the Administration/General category.

Also, Ray mentioned that we have received a \$40.00 Annual Assessment payment for 518 Bobwhite Way for assessment year 2016. This was paid by the title company used during closing with the new homeowners back in July 2016. We did not show recovery of this \$40.00 on the internal tracking spreadsheet and it appears it was already paid. Ray will look into this further to confirm if the payment is valid.

Closing Letters / Homes for Sale – Shelly issued closing letters for the following addresses in February 2021:

- 314 Bobwhite Way
- 305 Plumage Court
- 306 Thicket Point - refinance
- 505 Wildberry Drive – NOTE: Not sure if this is a refinance or a sale. Sent letter to owner.
- 308 Plumage Court

Dave presented the following list of homes for sale (per/the covenants, houses must have minimum 1400 sq ft above ground):

Address	Realtor	Telephone Number	Status
305 Plumage Court	Dave Musik - Berkshire Hathaway	309-287-5075	<i>Sold</i>
308 Plumage Court	Jill West - Berkshire Hathaway	309-838-8285	<i>Sold</i>

Dave mentioned that per/his drive through and additional conversation with Dino, Bobwhite Way has construction underway on almost every lot. Except for one lot that Dino confirmed was a private sale and construction is being done by Trunk Bay builders, all other lot construction appears to be by Homes by Tentac Construction. Patrick Kniery from Berkshire Hathaway is listed as the realtor (309-826-2475).

Architectural Review Committee / Landscaping Report – We received an Architecture Review Form (ARF) for 1819 Setter Street for a new shed. It did not come with the drawing required and needed a more hands-on approach with the request. Dave and Dino met with the homeowners and assisted with the plat plan drawing and provided some construction recommendation to ensure they had proper footings and foundation. Once done, this request was approved.

Dave and Dino also reviewed an ARF for a shed request at 411 Labrador Lane (previously discussed by Ray with the homeowners via e-mail). The initial shed was large and would require a Town permit, but they resubmitted their ARF plan for a 10' x 14' shed. Dave and Dino reviewed and approved the request but with the caveat to change their original design and ensure they have the proper footings and foundation. Dino also talked about having examples added to the website to help residents complete the ARFs properly and completely as Ray mentioned that some people may not be fully understanding what we are requesting.

Dino briefly discussed revisiting the need for the Architectural Review Committee to review the blueprints of new home construction as development begins on the final edition of the subdivision. As discussed in the past, we would need to contact Tentac Enterprises to begin the process of transferring this responsibility over from them to us. Everyone agreed that reviewing the new home construction plans for approval to ensure houses are meeting the minimum size requirements and are not building the same house plans within the same block would be a good idea moving forward. That said, Mary noted her concern about the amount of time it will take to handle it, which Dave agreed and also wanted to ensure we knew what we were looking at with the blueprints. Both Justin and Gary stated concern for residents about the effect of home values if all the newly built homes are smaller and valued at less.

Dino recommended we discuss this further at April's meeting as we would need to draft a letter to Tentac Enterprises regarding this, but also reminded everyone that his term ends at the end of June and will not be able to take the lead on this after May. Ray made a motion to review plans for new homes and Dave seconded the motion. All in attendance approved. Next month we will dedicate time to go over a letter to be ready by May.

Dino discussed purchasing the tree fertilizer (root stimulator) for Deborah Powell at 403 Wildberry Drive for the three trees she purchased last Fall for the Raab Road Berm. She was granted the 2-year tree watering credit (Annual Assessment waived for 2021 and 2022 while she waters and fertilizes the trees during this period). Dino stated that the fertilizer will cost under \$20.00.

Ray made a motion to pay up to \$20.00 to purchase the tree fertilizer for Deborah. Mary seconded the motion and all in attendance approved. Dino will use the HOA debit card to purchase the fertilizer and requested three watering bags from Dave (1 tall bag and 2 donut bags). Dino will meet with Deborah and give instruction on fertilizing the trees (once a month in April, May, and June for the next two years) and how much to water them with the watering bags (once a week during the cooler, wet months and at least twice a week during the hot, dry months).

Dino presented conversation about the replanting of trees on the Raab Road and Linden Street berms for the 2021 general landscaping plan. Based on our current budget, Dino recommended that we wait until 2022 before considering planting any more trees. At a minimum, this will allow for receiving additional income from the Annual Assessments of the new subdivision development lots once the lots are platted. In addition, this time can be used to further develop ideas for funding this project, such as possible donations and fundraising plans that Justin previously mentioned.

Justin also stated that he found trees available in Decatur selling for \$50.00 each, but these were smaller trees and were not sure of the variety. Dino reminded everyone that when we are ready to purchase trees, we first need to review our list of approved trees and ensure we are planting larger ones with at least a 2" diameter trunk. Ray made a motion to table the purchase of additional trees until 2022. Justin seconded the motion and all in attendance approved.

6. Old Business – Dino completed the welcome letter and is waiting to review it with Shelly when she returns home from vacation.

7. New Business – Ken Endrizzi asked Shelly to pass along his gratitude for the sympathy card and for our friendship during this difficult time.

Dino discussed the possible dates of June 11th and 12th (Friday and Saturday, respectively) for the subdivision garage sale. He spoke with Corinne Brand about coordinating it again this year as she has in the past prior to 2020. She said she would continue to help with the coordination and the dates were good with her. June 11th and 12th would be 2 ½ weeks before the Annual Meeting.

Justin made a motion to finalize June 11th and 12th for the garage sale dates and Gary seconded the motion. All in attendance approved. Dino will do an initial post on Nextdoor to ours and the surrounding neighborhoods letting them know of the dates and that Corinne will be the contact person. She will post another message in May with additional information. Dino will also let our Webmaster know to post this information on our website.

Ray will confirm our 2021 Annual Meeting reservation with Heartland Church for June 29th at 7:00 pm. We should be getting the back room as we have had in the past. Ray will also confirm when they require payment and let everyone know at the April meeting.

Dino reminded everyone that the Annual Newsletter and billing statement for the Annual Assessment will go out in May and he will finalize the newsletter after the April meeting. Depending on the cost this year, we may need the Board to help fold and stuff envelopes before mailing if the cost to do this by the printers is too high. We will confirm how many pages the mailer will be this year once everything is finalized before the May meeting.

Justin discussed the increase of yard signs in the neighborhood. Dino mentioned that he was also contacted by a couple of neighbors who were upset about this as well restating it is against our Covenants (one neighbor had someone's sign blown into their shrub against their front window during the recent storms). The Board agreed the problem should not continue and discussion was made about the steps to take.

Dino reminded everyone that we have a letter on file to mail to residents if needed regarding sign removal and that he has previously posted on Nextdoor regarding the issue. If a homeowner does not respond to our request or is repetitively violating this part of the Covenants, we could have the attorney send a letter with intent to take legal action if not in compliance. Ray made a motion to post again on Nextdoor that no yard signs are allowed and to follow up by next meeting with letters to any homeowner still not in compliance. Justin seconded the motion and all in attendance approved. Dino will post the message on Nextdoor in the upcoming week.

Ray mentioned receiving an e-mail from Caring.com for senior care and in-home care. The organization is requesting to be added to our website. Due to time constraints, their website was not able to be reviewed to consider if it was appropriate to add to our website. The Board agreed that Ray, Shelly, and Dino can look this over together later and make the decision.

Adjourn – Ray made a motion to adjourn the meeting and Gary seconded the motion. All in attendance approved. Dino adjourned the meeting at 8:10 pm.

The next board meeting will be held online virtually via Zoom (due to the continued COVID-19 situation restrictions) on 4/19/2021 at 6:00 pm.