

Call to Order: 7:00 PM

### **Roll Call**

President Coan	Present		Absent Secretary Nafziger Vice Pres. Weir
	Director Cassatt Treasurer Waldorf	Director Pirtle Director Welsh	

### **Approval of Previous Minutes**

Motion By: Director Pirtle      Seconded By: Treasurer Waldorf      Vote tally: 4-0

### **Approval of Expenditures**

Motion By: Treasurer Waldorf      Seconded By: Director Welsh      Vote tally: 4-0

### **Treasurer's Report**

All data presented is as of November 30, 2017.

The Total Cash Balance is \$725,572.00 and is made up of the following fund balances:

<b>General Fund .....</b>	<b>\$133,505.97</b>
<b>Lake Fund .....</b>	<b>\$99,222.94</b>
<b>Road Fund .....</b>	<b>\$203,257.09</b>
<b>Emergency Fund CD .....</b>	<b>\$87,922.05</b>
<b>Lake Fund CD .....</b>	<b>\$101,262.01</b>
<b>General Fund CD .....</b>	<b>\$100,401.94</b>

The outstanding receivables total is \$213,465.56, a decrease of \$13,686.95. For additional breakdown, please refer to the attached Balance Sheet.

The Year-to-Date Net Income is \$-26,805.99 with Revenues of \$638,852.28 and Expenses of \$665,658.27. Please see the Profit and Loss Statement for further detail.

As for actual Cash details, for the month of November the cash deposits were \$16,526.71 and the cash expenditures were \$128,403.30. Additional report details are posted on the Heritage Lake website.

There were no unusual expenses in November. The majority of expenses this month were for road improvement.

This concludes the treasurer's report for December 18, 2017.

### **President's Report**

The aforementioned member that we discussed last month did come in signed up for payments.

### **Committee Reports**

#### **Member Chaired**

- **Conservation**
  - No report

- **Environmental Control**
  - 1 Tree Permit 533 Heritage Dr.
  - Took care of a complaint of person on Yorkshire Dr. lighting large fireworks at 2:30 a.m. The fireworks were loud and disturbed the whole neighborhood.
- **Road Committee**
  - The only project underway is the culvert lining started on Westminster. Work should only take 1 day. No other projects right now. All other projects are for SSA Commission.
- **Finance Committee**
  - The Finance Committee met December 11. Per the discussion at the 2016 annual meeting, the finance committee recommends that a bid process starts to ensure that we have an effective garbage service provider that will meet the requirements established by the board outlined in a letter with parameters that need to be addressed to preserve our roads.
- **Social Committee**  
No Report

#### **Board Chaired**

- **Maintenance**
  - Bushes full of poison ivy were removed in median in front of bank
  - Assisting with office move
- **Office Org.**
  - At the request of First Security Bank, the HLA office will be moving across the hall from its current location. The move is scheduled for December 27th and December 28th. Office hours will be adjusted on those days.
  - The office will be closed the week of January 1st - January 6th. It will reopen on January 8th. Email will continue to be monitored during that time frame.
- **Pool & Lodge**
  - Pool
    - No Report
  - Lodge
    - No Report
- **Administrative & HR**
  - None
- **Building & Zoning & Security**
  - No Report
- **Outdoor Amenities**
  - No Report
- **Website**  
No Report

- **SSA**

- SSA Commission met on Tuesday.
- Discussed how bidding process would be handled
- County provided email explanation of how the county engineer would handle the engineering work.
- Discussion to clarify bidding policies according to Illinois State law that county has to abide by
- Discussion of what County requirements are for bidding subs out and clarification of construction and materials for road work, ditch work, and for other professional services, such as engineering.
- Will need to send out bids for engineers for Phase II & Phase III
- Phase II – Austin Engineering estimation \$88,000.00
- Phase III – Austin Engineering has not bid but Member Reed believes 15% of construction cost approximately \$600,000
- County engineer will send out requests for proposals to engineering firms by the first week of January. Interview process starts after bids are received
- County engineer will also submit a bid and will be forced to stick to a budget
- Next SSA Commission meeting February 14, 2018
- Commission approved expenses for process, legal expenses total \$121,375.00, which comes out of the road fund.
- There is \$10,000 in budget for 2018, and \$10,000 for 2019 for our road maintenance needs.
- Commission meeting minutes and dates of meetings will be posted on the HLA website.

**Unfinished Business**

- Motion to approve the 2018 Budget as it stands no corrections needed made by: Treasurer Waldorf Seconded by: Director Welsh  
Motion carried: Vote tally 4-0
- Annual Meeting
  - January 23, 2018 “Intent to Run” is due
  - February 7, 2018 is “Date of Record”

- **New Business**

- None

**Executive Session:** None

Motion By:                      Seconded By:                      Vote tally:

**Executive Session Adjournment:**

Motion By:                      Seconded By:                      Vote tally:

**Meeting Adjournment** 7:54 PM

Motion By: Director Pirtle                      Seconded By:                      Director Welsh                      Vote tally: 4-0