

HLA March Board Meeting Minutes
May 23, 2023

Call to Order: 6:02pm

<u>Present</u>		<u>Absent</u>
Treasurer Kent Director Cagle Director Porter	Secretary Parmele Director Masters	President Reed Vice President Stalzer

Approval of Minutes

Motion to approve April Meeting Minutes.

Motion by: Treasurer Kent Seconded by: Director Cagle Vote tally: 5-0

Approval of Expenditures

Motion to approve April Expenditures

Motion By: Director Cagle Seconded By: Treasurer Kent Vote tally: 5-0

Treasurer's Report

All data presented is as of April 30th, 2023.

The Total Cash Balance is \$1,881,597 and is made up of the following fund balances:

Emergency Fund	\$169,069
General Funds	\$880,793
Infrastructure Reserve Fund	\$393,834
Lake Funds	\$309,862
Road Funds	\$128,039

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$154,484, a decrease of \$7,932. For additional breakdown, please refer to the April 30th, 2023, Balance Sheet.

The Year-to-Date Net Income/(Loss) is \$242,264 with Revenues of \$314,284 and Expenses of \$72,020. Please see the April YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of April the cash deposits were \$14,611 and the cash expenditures were \$16,271

There were no unusual expenses in April. Additional report details are posted on the Heritage Lake website.

President's Report – Reported by President Reed

Insurance

- Our corporate insurance is currently on a quarterly payment schedule. We pay \$7 a quarter to be on this type of plan. Yearly cost for 2023 is around \$16k, the correct value is in the budget. HLA can afford to pay this in a lump sum, rather than quarterly. President Reed and Treasurer Kent agree that HLA has the cash flow to accomplish this. It will result in a \$28 yearly savings, plus some limited labor savings in the office coordinating 4 payments per year vs one payment. Minor savings, but we recommend moving forward. Someone would need to check with the insurance agent, but I think the 2024 lump sum payment is due either in December or early January. This may look strange in the books in 2023, but in the long run won't matter. Tracy, can you check with the insurance agent when the yearly payment will be due?
- Since the amount is over \$7k, President Reed believes the board needs to vote on it. Motion is below.

Motion to approve lump sum payment for the remaining 2023 corporate insurance balance of \$8,025.

Motion By: Director Porter Seconded By: Treasurer Kent Vote tally: 5-0

- The vote on the dumpsters total for HLA clean-up day is so the board officially approves the expense. Since the total will be greater than a board member can individually approved, this item was not budgeted, and we had not approved an updated budget for that previously. The total is $\$490 * 3 = \1470

Motion to approve payment to Neville Trucking of \$1,470.

Motion By: Treasurer Kent Seconded By: Director Porter Vote tally: 5-0

- The Amended and Restated CCE&Rs from the March 2023 annual meeting have been signed, filed, and recorded by the County. The website should be updated accordingly if it has not been already. The proposed changes posted for the 2023 annual meeting can be removed.
- The Amended and Restated Heritage Lake Bylaws were discussed in last month's meeting.

Motion to approve the Amended and Restated Heritage Lake Association Bylaws as presented.

Motion By: Director Cagle Seconded By: Director Porter Vote tally: 5-0

COMMITTEE REPORTS - MEMBERSHIP CHAIRED

Conservation Committee – Chair Kurt Lemke–

- Procellaor treatment will be happening this week. Chair Lemke will meet with the company prior to application. We will need information from them going forward. We do not want to stretch the 4th year out of the Procellaor. I recommend that it be applied every 3 years.

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- Justin Lehmkuhl, aquatic weed control application is scheduled for Saturday, June 12. We are separating the Procellaor from the application to see what happened with the Procellaor treatment vs what we are looking at which is milfoil.
- All chemicals used in the lake are approved for immediate swimming. We use 2 sets of chemicals on the lake, one is a herbicide and one is genetically engineered product that attacks only milfoil.

Environmental Control Committee – Reported by Director Porter

Debra Mielke

Pending Permit Issues:

- Elizabeth Way No Response to letter
- 1 Warwick Ct. We gave until July 31 per her request to have the screen removed
- 636 Heritage Dr. Request for solar panels. Sent detailed plans but has not completed HLA Accessory Permit Application indicating a start and completion date.
- 114 Westminster Dr. Requested to put solar panels on an adjoining vacant lot, letter sent rejecting that and provided with the rules as stated for solar.
- 30 Londonderry Needs to submit a permit with details on potentially converting a Morton building into partial living space. Provide them with the rules regarding space requirements for dwellings.
- 18 Cheshire. Has chickens but no HLA permit or Tazewell permit. If we do not get a response from our e-mail by June 1, we will report it to Tazewell County.
- 732 Heritage. Claims they are going to put up a 6-foot privacy fence. We informed them prior that this was not allowed and are subject to fines and the costs to remove it and they also would need to submit a Permit before putting anything up. They indicated that they were going to do it anyway and we could do whatever we had to.
- 2 Raleigh Tree removal site investigation still needed
- 9 King James Tree removal site investigation still needed
- Yorkshire gate is still an open issue.

Approved Permits:

- 333 Heritage tree removal
- 4 Brandy Ct. dock replacement

Social Committee – Reported by Secretary Parmele

- Spring Craft Sale - The traffic was much smaller than the Fall one. All vendors did say they would still participate in the Fall and a Spring 2024 one if we decided to do the Spring Sale again.
- Spring Garage Sale -Lead Volunteer Jessica Owens- Approximately 20 were signed up for the garage sale map as well as others who joined later. Thanks to Jessica for volunteering to chair this event.
- HLA Cleanup Day – May 7th. Over 40 members took advantage of the Cleanup Day at the boat parking lot. Many of those members made multiple visits. We were able to get 3 of Neville's dumpsters before the days' end. Thanks to those who volunteered to help with this event.

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- No other summer events are scheduled currently. If anyone has an idea for an event and would like to chair the event, please contact the office.
- The Fall Garage Sale will be September 8 & 9
- Rib Throw Down – October 7
- Received a request for a Tea Party Event. The event would be a Saturday Morning Brunch. 2-hour event with tea/beverages, small sandwiches and small desserts. A hired princess would be present for 1 hour for Storytime, singing, dancing, princess games, autographs. Need 3-4 volunteers. Cost approximately \$250.
- Lora has requested that the Lodge purchase 2 more tables for the lodge for events. Note from Brad, a few tables need to be repaired or possibly replaced as well - the screws attaching the metal frames to the plastic tops tend to fall out.
- Social Committee responded to a request for HLA t-shirts for members by Select Screen Prints. The Social Committee created a couple designs and are reviewing those designs.

Road Committee/SSA - Brad Reed

- The chip seal bid for 2023 was opened and read on May 18th. Two bids were received, which is the first time since 2017 and the start of SSA funded work, that we've had more than one bid. President Reed will work with the SSA commission and the county engineer to pick a bid and move forward. The bid details are below:
 - RA Cullinan: \$131,274.54
 - McLean County Asphalt: \$121,444.00
- The spray patch map will be submitted after some delays last month.
- Review of culverts will continue in June and July
- The Road Committee met in May to review ditches, culverts, and water flow near the cul-de-sac on Roxbury after one of the large rainfalls. Several members have requested a coordinated effort to resolve the issues on that street, some have shown a willingness to help with the situation. More details will be shared with the board after the Road Committee meets in early June.

Unfinished Business

Trash Committee – Chair Andrew Clinton

We received quotes from 3 of the 5 trash companies. Those quotes with details with line graphs comparisons were submitted to the board for review and submit any questions or bring questions to the next meeting.

Elizabeth Way front yard fence: member responded that they will be moving and will remove the fence prior to moving.

Maintenance – Reported by Director Cagle

- Mowing
- Repairing pump house with siding, still needs painted
- One dock is being rebuilt and has been removed. A couple others need work and are planned to be repaired.
- Member asked for better quality dirt for her yard where drainage was repaired. Maintenance agreed to replace it with the same dirt as found here at the lake.
- Member asked about mowing along roads some areas that are no longer being mowed that are Heritage Lake owned properties. Can we mow and bill members who do not mow along the road in front of their property?

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- Director Masters asked for a list from the member of the areas that they believe need to be mowed. Member agreed to provide list.

Pool/Lodge – Director Masters

Lodge:

No update.

Pool:

- Concrete repairs complete.
- Pool cleaning and painting was completed weekend of 5/20
- Lifeguard interviews have started with a possibility of having 4-6 lifeguards so far.
- A head lifeguard has been picked and creating schedules.
- Certification Reimbursement Agreement: I propose we reimburse the lifeguards certification cost of \$375 for all who attend all scheduled days of work. Lifeguards will be allowed two absences, excluding preauthorized days off due to family vacations, doctors' appointments, etc. (These days off will need to be submitted before June 1st).

Outdoor Amenities – Vice President Stalzer

- Mudman Concrete was working on a quote that specified the path width for the fishing dock near the boat ramp. Verbally, it should be a 48" wide sidewalk. Assuming costs are not higher than previously approved, President Reed will sign the contract.

Office Organization/Website - Reported by Secretary Parmele

- 578 - Decals YTD
- 9 - Real Estate Transfers YTD
- Website. The website needs some very overdue maintenance and updates. Currently, Hollyhock Designs maintains our website by hosting and maintenance in one package. We receive maintenance when we make a request when we notice and contact them on an issue, and they do take care of hosting fees. Slow turnaround in communicating. Sometimes changes have been made without our prior knowledge. Yearly fee \$600.
 - Optional Service offered by Modern Web Creations. Quicker turnaround time on needed changes and communications. Offer training for office staff so that the office can make most changes. Simplify process for office to make changes on the site. Expenses would be known, and HLA would pay for only needed services. All changes can be made without waiting on anyone else. Added hourly expense on services, which we would have control.
 - Each board member was sent a copy of the proposal from Modern Web Creations. I propose to continue with Hollyhock for the remainder of this year then review for 2024 with consideration to bring web hosting in-house and utilize Modern Web for their proposed updates on an hourly basis.

Building/Zoning/Security – Reported by Bob Porter

Security:

- 10 tickets for decals have been issued since the last board meeting, 5 have come in to get decals.
- Potential fine that was voted on at last meeting. The situation is complicated. A truck was overweight it was parked at 6 Essex and was ticketed on overweight fine. The board voted to fine member at the last meeting.

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Motion that we wave over weight limit fine and issue letter to company to make sure all employees understand weight limit rules.

Motion by: Director Porter Seconded by: None Vote Tally:

Motion denied – Fine stands

- Ameren invoice of \$780 has been paid to remove the pole down by the boat ramp and replace the light and run new overhead line. I do not have a scheduled date yet.

New Business

- Pool rates. Pool rates will remain the same as last year.
- Director Porter will schedule a date for members to pickup vehicle stickers at the Lodge.
- Discussion of Memorial Day security coverage.

Member Questions

Executive Session:

Motion by: Seconded by Vote Tally:

Meeting Adjournment: 6:55

Motion to Adjourn

Motion by: Secretary Parmele Seconded by: Director Cagle Vote Tally: 5-0