

HLA August Board Meeting Minutes
August 23, 2023

Call to Order: 6:04pm

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

Approval of Minutes

Motion to approve June Meeting Minutes.

Motion by: Director Porter Seconded by: Secretary Parmele Vote tally: 6-0

Motion to approve the 2023 Annual Meeting Minutes

Motion by: Director Porter Seconded by: Director Cagle Vote tally: 6-0

Approval of Expenditures

Motion to approve expenditures from July and August

Motion by: Director Masters Seconded by: Director Cagle Vote tally: 6-0

Treasurer's Report

July

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

The Total Cash Balance is \$1,861,896 and is made up of the following fund balances:

Emergency Fund	\$169,317
General Funds	\$855,397
Infrastructure Reserve Fund	\$395,137
Lake Funds	\$313,338
Road Funds	\$128,706

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$128,915, a decrease of \$12,032. For additional breakdown, please refer to the June 30th, 2023, Balance Sheet.

The Year-to-Date Net Income/(Loss) is \$150,421 with Revenues of \$329,199 and Expenses of \$178,778. Please see the June YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of June the cash deposits were \$16,017 and the cash expenditures were \$43,851.

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Unusual expenses in June were as follows:

- \$5,755 to Deano's Pool for supplies for repainting the pool
- \$8,039 to West Bend for insurance – we used to pay quarterly but changed to pay in one lump sum
- Payroll runs higher in the summer months for additional labor costs for lifeguards

Additional report details are posted on the Heritage Lake website.

August

All data presented is as of Jul 31st, 2023.

The Total Cash Balance is \$1,832,324.42 and is made up of the following fund balances:

Emergency Fund	\$169,456
General Funds	\$825,493
Infrastructure Reserve Fund	\$395,137
Lake Funds	\$313,516
Road Funds	\$128,723

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$123,765, a decrease of \$5,150. For additional breakdown, please refer to the July 31st, 2023, Balance Sheet.

The Year-to-Date Net Income/(Loss) is \$121,410 with Revenues of \$332,157 and Expenses of \$210,747. Please see the July YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of July the cash deposits were \$16,017 and the cash expenditures were \$37,550

Unusual expenses in July were as follows:

- \$5,280 for lake treatment
- \$2,800 for concrete poured at the boat ramp/pathway to fishing dock
- Additional expenses for maintenance/chemicals for the pool and lifeguard payroll

Additional report details are posted on the Heritage Lake website.

President's Report

No Report

COMMITTEE REPORTS - MEMBERSHIP CHAIRED

Conservation Committee – Chair Kurt Lemke

- Recognized that the conservative leadership of the Board with \$1.8M balance should be recognized.

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- We wrapped up weed abatement this year. On May 15 all was clear and by May 30 everything had grown up and taken over. We have learned that the Procellaor is a 3-year treatment we cannot go 4 years. We learned that we need to alternate the herbicides that we are using. The problem with alternating herbicides is there is only 1 product we can use when there is swimming. Otherwise, we would have to shut the lake down for 4-5 days which isn't convenient. We will spray the lake with more aggressive herbicides in early May when the lake is full when there is no worry about people in the lake. We will have 2-3 days to let it clear before we try to treat with 2-4D. There is a little bit of equipment that I will need to purchase for \$200. Now that the Procellaor is in it will make a big difference. The last time I sprayed we weren't dealing with Milfoil we were dealing with coontail and other naturally occurring plants that come into the lake when the milfoil is dead.
- Need to start working on the sediment basins in the next 6 months. We have learned that we need to clean out both sediment basins at the same time to save money.
- President Reed update on the dam permit. It appears the permit is making its way through the Army Corp of Engineers.

Environmental Control Committee – Reported by Director Porter
Debra Mielke

Pending Permit Issues:

- 1 Warwick CT, we gave until July 31 per her request to have the screen removed. She submitted pictures of her screen after she had various holes cut into the screening. They look to be about 12 inches in diameter. She states she will put seasonal decorations in these holes at holiday times. The ECC emphasizes we need to have the screen removed permanently and we will send a letter stating this final decision. ECC will send a draft letter to the office to be sent out. Potential fine to be voted on at next board meeting if the screening is not removed.
- ECC will make a site visit to dredging request, no permit has been received.
- 324 Heritage Dr., requested to have a wrought iron black fence installed for the side & backyard. Bob is looking into the parameters for installing the fence in the side yard along Kenton (corner lot). Member also had some comments about the ditches in the area, this feedback was passed along to the road committee. Approval is waiting till Bob gets the info he needs.

Closed/Approved Permits:

- 306 Westminster Dr., picture was received from homeowner asking to have dead tree removed. APPROVED
- 10 Londonderry Dr., picture was received from homeowner asking to have dead tree removed. APPROVED
- 114 Westminster Dr. had requested solar panels on an adjoining vacant lot. A letter was sent rejecting that proposal and HLA has not heard or received any other communication from this homeowner. We are closing this issue.

Social Committee – Reported by Secretary Parmele

- Tea Party with Elsa - 48 guests - Thanks to Telstar for sponsoring Elsa and to Lora Himmelsbach for a well-received event.
- Garage Sale: Chair Jessica Schaufler September 9 & 10
- Poker Run: Treasurer Amy Kent will lead Poker Run

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- Halloween Party: Need Chair & Volunteers Saturday, October 28 (Rain Date October 29)
- Craft Sale - set for November 18. Vendor Registration for members will be at the end of August first of September. Vendor Registration will then be open to non-members
- Social Committee Event Planning for 2024 date to be set for Sept.
- Christmas Event plans TBA

Road Committee/SSA - Brad Reed

- Spray patching was completed in July.
- Crack sealing on Bradford was approved in August and executed on August 19th.
- Chip seal work scheduled for half of Heritage Dr, Westminster Dr, the entrance at Wilshire Wood, and two intersections was delayed due to a review of paperwork at IDOT. The contract has now been executed, work is scheduled to start on Aug 23rd and 24th. Since these roads are pretty straight, and there aren't any cul-de-sacs, any delay should be short, but the road committee recommends avoiding the area. Information has been posted on the website.
- The SSA commission met on August 15th to review and approve the SSA budget and levy for FY2024.
 - Overall, SSA collections, the maintenance fund, and cash flow have been working well. The SSA commission reviews fund balance and cash flow 3 times a year.
 - With the inflation of the past 2-3 years, our costs are projected to exceed our planned budget in future years if the current levy is maintained. In 2023, we spent slightly less than we planned with a contingency, but this was due to a lower-than-expected bid for chip seal work, and savings with spray patch. Overall, the 2023 estimated costs and one bid were 10% higher in 2023, than we had projected in 2017. This projection includes 2.4% inflation per year.
 - Due to this projected difference in actual vs estimated costs, the levy was increased for 2024 from \$415k to \$425k. Based on a membership number of 605, this is an increase of about \$17 per member. While the levy is final, the per member cost isn't final until the membership list is approved in January 2024.
 - I have recommended to the commission that we re-evaluate the maintenance plan. This includes a review of chip seal frequency and unit cost, the year the work is performed, and actual pipe lining costs. Brad will work with the Road Committee and County Engineer, expected completion is January 2024.

Trash Committee - Andrew Clinton

- Robert Walsh reported he is working with Chair Clinton on the Trash Committee. The Committee is waiting on guidance from the board of what is needed from the committee to communicate with the membership. There is a need for a couple of dates to communicate with the membership, sometime ahead of the October board meeting.
- There are a couple different revisions of the proposed language, President Reed has been working on a CCE&R draft proposal with the attorney and Dave Riggert and would like to finalize feedback from the board at the meeting. This should be complete by Sept 1. The verbiage should then be ready for the committee's membership meetings.
- Assuming the membership approves the language that is there, or a version close to it, the Board will narrow it down to one of the four proposals we received and then communicate with them and trying to get a contract together and then vote on the actual contract. We will wait to

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communicate our final decision to the other bidders until that other contract is voted on. It will be handled the month of November; we would want to vote on it at the November board meeting. Timing will need to be worked out, estimated it to be a January 2024 timing.

- It is a closed bidding process, we are trying to prevent any bid influence between the bidders.

Unfinished Business

None

New Business

- Treasurer Kent requested a date in September to discuss the 2024 budget. Date is set for September 23, 9:00 am at the Lodge.
- Special Membership Meeting for changes to the CCE&Rs for the trash collection set for October 21, 2023, 9:00 am at the Lodge.
 - President Reed reviewed 3 options for the special membership meeting date. The board agreed with the recommendation of October 21, which sets some review dates shown below.
 - The following dates were proposed to the board several weeks prior to the meeting via email, and agreed upon by the board at the August board meeting:

<u>Special Membership Meeting Timeline - 2023</u>	
	Option 3
Date of Record (on or after 45 days prior)	09/06/23
Draft Documents to Attorney for review	09/14/23
Documents back from Attorney (1 week)	09/21/23
Finalize forms and deliver to printer	09/24/23
Previous Monthly Board Meeting	09/26/23
Prepare Mailing (1 week starting this day)	09/26/23
Mail to post office earliest (30 days prior)	09/21/23
Mail to post office latest (10 days prior)	10/11/23
Proxies Due (2 days prior)	10/19/23
Count Proxies (2 days prior)	10/19/23
Special Membership Meeting	10/21/23
Subsequent Monthly Board Meeting	10/24/23
Reconvened meeting (on or before)	12/05/23

Maintenance – Reported by Director Cagle

- Worked on the lighting in the men's bathroom at the lodge, replaced several fixtures.
- Fixed the women's toilet in the beach house, was continuously clogging.
- Lots of mowing is going on.
- Built some barricades for road closures.
- Started trimming back trees from the roads. There are a lot of areas we cannot trim that need to be done with a focus on the bus routes and other areas.

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Motion to approve up to \$1500 for tree trimming

Motion by: Director Cagle Seconded by: Director Stalzer Vote tally: 6-0

Pool/Lodge – Director Masters

Lodge:

- Work on getting 2 replacement tables
- Working with Secretary Parmele to get some nicer chairs for the lodge for parties.

Pool:

- Pool will be closed throughout the days due to school starting back up but will be open for adult/senior swim
- Pool will be closed for the season Labor Day weekend
- Working on the chemical maintenance contract for next year.
- Pricing a new pool vacuum
- Looking at new loungers for the pool

Outdoor Amenities – Vice President Stalzer

- Assisted with beach restrooms
- Issue continues with one of the toilets, will need to be replaced
- Submitted a proposal for a sign and will also order signs for the office, campground, and road closed.
- Will review erosion at the bottom of the steps at the beach
- Volleyball wrapped up their season and will be cleaning up the beach area, but still needs more work. The sand at the water's edge needs to have more sand.

Office Organization/Website - Reported by Secretary Parmele

Office Stats:

- 965 - Decals YTD
- 20 - Real Estate Transfers YTD
- 46 - Pool Passes YTD
- Prepping for Lake Fund Statements to be sent out by the end of August
- Website. Web Solutions opted out of website revisions due to their inexperience/lack of knowledge of WordPress Hollyhock Designs will be making website changes

Building/Zoning/Security – Bob Porter

Security:

July

- 10 Sticker tickets issued since last month
- 6 of the above 10 sticker tickets came in to get stickers or guest passes
- 0 speeding tickets since last month

August

- 2 Sticker tickets issued since last month

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- Both of the above 2 sticker tickets came in to get stickers or guest passes
- 1 speeding tickets since last month
- Security will be keeping a closer eye on underage kids driving the 4-wheelers and any motorized vehicle.

Misc.:

Ameren removed the light on the abandoned pole by the dam.

We need to focus on underage kids driving 4 wheelers and such.

Member Questions

None

Meeting Adjournment: 7:04 pm

Motion to Adjourn

Motion by: Director Porter

Seconded by: Director Stalzer

Vote Tally: 6-0