

Heritage Lake Association
December Board Meeting Minutes
December 19, 2023

Call to Order: 6:03 pm

<u>Present</u>		<u>Absent</u>
Director Cagle Director Masters (6:06 PM) Treasurer Kent	Secretary Parmele President Reed Vice President Stalzer	Director Porter

Approval of Minutes

Motion to approve the meeting minutes for the month of November.

Motion by: Secretary Parmele Seconded by: Treasurer Kent Vote tally: 5-0

Approval of Expenditures

Motion to approve expenditures from November.

Motion by: Treasurer Kent Seconded by: Vice President Stalzer Vote tally: 5-0

Treasurer's Report

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

The Total Cash Balance is \$1,807,706 and is made up of the following fund balances:

Emergency Fund	\$185,374
General Funds	\$744,224
Infrastructure Reserve Fund	\$400,776
Lake Funds	\$347,611
Road Funds	\$129,722

The above funds include checking and CDAR accounts.

The outstanding receivables total is \$69,518, a decrease of \$4,391. For additional breakdown, please refer to the November 30th, 2023, Balance Sheet.

The Year-to-Date Net Income/(Loss) is \$96,278 with Revenues of \$408,426 and Expenses of \$312,149. Please see the November YTD Profit and Loss Statement for further detail.

As for actual Cash details, for the month of November the cash deposits were \$8,274 and the cash expenditures were \$35,419.

The only unusual expense this month was our annual insurance payment to West Bend for \$18,865.

Additional report details are posted on the Heritage Lake website.

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Conservation Committee - Kurt Lemke

- No updates.

Environmental Control Committee - Debra Mielke

Pending Permit Issues:

- 34 Yorkshire Dr. still waiting on chicken coop dimensions; the office will request again.

Closed/Approved Permits:

- 6 Scarborough Dr. building permit. APPROVED
- 220 Heritage Dr. tree removal 2 permits. APPROVED

Social Committee - Patty Parmele

- Painting with Joan - 8 attendees
- Virtual Christmas Contests:
 - Christmas Tree
 - Gingerbread House
 - Christmas cookies

All entries will be submitted by email. Prizes will be awarded.

Road Committee/SSA - Brad Reed

- Roads were swept last month for excess gravel.
- The SSA list is complete, with the exception of any closings between Dec 5th and 31st. Brad will run a report after Jan 1st to catch anything. The list started with a report from the HLA Access database. This was then compared to the 2023 list, a report of 2023 property sales through Dec 5th, and a list of properties owned and sold by the Tazewell County Trustee. With the recent IT issues at Tazewell County, they have not been able to provide a list of all PINs in Heritage Lake. So we are not able to verify any PIN changes in 2023, that were not a part of a property purchase. Brad and Bob are looking at the county websites and have some ideas on how to get the data, but the report will include many properties not in HLA, so it will be more work to check, but may be the best option. Brad and Bob will work on this during the last 2 weeks of December. As of this board meeting, there are 606 members, compared to 607 members in 2023. There were 2 lots added to the membership list from 2022 purchases of tax sale lots (no tax bill in 2023), 1 lot was purchased by a new member from an existing member. 2 lots went to the Trustee due to unpaid taxes, and 2 lots were sold to existing members. The SSA Commission meets on Jan 10th to approve the list presented by HLA. Similar to 2023, the County Clerk will update the records in late Jan 2024, and send a PDF form to HLA for validation.

Trash Committee – Andrew Clinton/Cam Stalzer

- Vice President Stalzer and Chair Andrew Clinton will meet with the committee to discuss contracts received from vendors. President Reed requested the contracts be sent to our attorney for review.

Unfinished Business

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- **Insurance**

- Notice to board that additional \$2919 was required for property liability for our security officers and to cover HLA private roads.
- Notice to board that \$2079 invoice came through for D&O & Excess A coverage.
- Notice to board that \$3400 invoice came through for workers' comp coverage.
- Motion to approve 2024 Budget.

Motion by: Treasurer Kent Seconded by: Vice President Stalzer Vote tally: 6-0

- **Rec Sports Agreement:** President Reed has not received the Mackinaw Rec sports schedule. Board agreed to enter into an agreement with Mackinaw Rec to use sports field, pending agreement on the use schedule.
- Motion to approve the 2024 HLS SSA Membership List as presented, with the understanding that changes may be made due to property sales in December 2023, and any found errors or unreported PIN number changes.

Motion by: President Reed Seconded by: Vice President Stalzer Vote tally: 6-0

New Business

- Property Donation

Motion to approve the donation of the property at 11 Redford Rd, Mackinaw, IL 61755, PIN 13-13-09-104-010, pending title search, feedback from the HLA attorney, and verification that the property can be sold. The property will first be offered by HLA, at cost, to the adjacent lots for first rights of refusal. This motion does not in any way exclude any assessments tied to the lot if sold/given to another HLA member.

- It was clarified during the motion that the lot will be offered at cost only to the adjacent lots. Any other sale of this lot will follow normal HLA procedures.

Motion by: President Reed Seconded by: Director Cagle Vote tally: 6-0

- PTO Policy – President Reed asked Board to review the PTO Policy report back.

Maintenance - Matt Cagle

- Purchased forks for the skidsteer. They are expected this week.
- The new weedwacker is expected soon as well.
- Continue to work with Director Masters on list for lodge "clean up list"

Pool/Lodge – Director Masters

Lodge:

- Work with maintenance on list for lodge "clean up list"
- Meet with Catalyst Construction regarding bathroom remodel
 - HVAC is updated at the same time as the bathrooms

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Pool:

- Nothing to report.

Outdoor Amenities – Vice President Stalzer

- The new sign for the campground is ready and will be installed soon.
- Talked with Mudman for some upcoming boat ramp work.

Office Organization/Website Admin/HR – Patty Parmele

Office Stats:

- 1,005 - Decals YTD
- 37 - Real Estate Transfers YTD

Building/Zoning/Security – Bob Porter

Security:

- 2 tickets for no HLA sticker since last month
- 1 ticket for disobeying a stop sign

Member Questions

No Executive Session:

Meeting Adjournment: 6:48 pm

Motion to Adjourn

Motion by: Treasurer Kent

Seconded by: Secretary Parmele

Vote Tally: 6-0