

Lake Forest HOA Board Meeting Minutes July 17, 2019

- I. Call Meeting to Order
 - a. Meeting called to order at 7:50 pm at Panera Bread
 - b. Present: John Zelina, Steve DeZort, Alex Kravec, Richard Huckabee, Tom Deka, Jeff Flanick.
 - c. Absent: Tony Cruz
 - d. Review and Approval of Annual Meeting Minutes from June 26, 2019

- II. Finances
 - a. Treasurer's Report – Alex pasted out and reviewed Lake Forest Estates Income & Expense Report as of July 17, 2019.
 - b. Report Highlights:
 - 1) HOA dues update – 132 homes paid in full, 1 partial paid. (based on a total of 169 homes),
 - 2) HOA delinquent dues collection efforts are still ongoing:
 - 1. Six Residents with Liens.
 - 2. Seven Residents without Liens.
 - 3. Total outstand collection balance - \$16,889.10
 - 3) Storage Rental: Containers purchase for Storage area, 7-55 gal totes and 4-27 gal. totes.
 - 4) Storage unit set up and organization to be plan by Alex.
 - 5) K&C legal fees for Fencing analysis max of \$380.00 – Steve to follow-up with Kaman & Cusimano.
 - c. Alex to follow-up on delinquent HOA dues via letters to Residents.
 - d. Ruby Landscape invoices are coming late – Richard to follow-up.

- III. Storm Water Update
 - a. John to continue follow-up efforts.
 - b. Meeting with City scheduled for the end of July may be postponed due to recent flooding issues.

- IV. Common Properties updates
 - a. Landscaping contract up for renewal.
 - b. Three Landscaping quotes to be obtain – Richard to follow-up.
 - c. Trees planted on Whispering Woods Drive need more dirt – Richard to follow-up with Ruby Landscape.

- V. Capital Improvements Committee
 - a. Electrical to pergola and WW/PB
 - 1) Whispering Woods electrical work completed.
 - 2) Pergola electrical to be completed 7/18/19
 - 3) Grass will need to be planted in the fall
 - b. Lighting
 - 1) Tom to follow-up with AJ to purchase lights.
 - 2) Tom will lead the install project.

VI. Block Party Committee Report and Checklist:

- a. Block Party Update and Report presented by Tom
 1. Date – August 24, 2019 at 1:30 pm
 2. Kids bike Parade to start at the Pergola from 1:30 to 2:00 pm.
 3. Block Party Location – Prairie Crossing common area – 2:00 pm
 4. Balloon making and Magician from 2 to 4 pm.
 5. Games and activities for kids:
 - a. Candy in grass for kids to find.
 - b. Balloon Toss
 - c. Cornhole Tournament
 - d. Egg Toss
 - e. Bouncy House
 - f. Balloon Making
 - g. Magic Show
 6. Tom to handle the Food Items (\$500.00 Cash need for supplies)
 - a. Hot Dogs All Beef and buns.
 - b. Pizza
 - c. Fried Chicken
 - d. Condiments, Chips and other snacks
 - e. Bottled water - 200
 - f. Other drinks for kids
 - g. Ice
 - h. Paper items – plates, forks, spoons, knives.
 - i. Pop Corn Machine
 - j. Snow Cone Machine
 - k. Cotton Candy Machine
 7. Residents to supply the following food items:
 - a. Odd Addresses – Side dishes
 - b. Even addresses - desserts
 8. Police and Fire department - Tom to Call
- b. Supplies Needed:
 1. Tents 1 or 2.
 2. Tables - 12.
 3. Chairs – 100 or more.
 4. Bouncy House.
 5. Ice Coolers – Board Members to provide
 6. Grill – Tom to provide
 7. New stick sign – leave up longer
 8. Permit completed by Tom – Fee \$25.00.
 9. Porta Potty - \$250,00.
- c. **Block Party Volunteers needed for the following Tasks:**
 - 1) Serving the food if needed.
 - 2) Running the Popcorn machine
 - 3) Running the Cotton Candy machine
 - 4) Running the Snow cone machine
 - 5) Monitoring the Bouncy House.
 - 6) Adult Beverages is BYO.
 - 7) Board members to help with Set -up

VII. Committee Reports

- a. Welcoming Committee – John
 - 1) Six new Residents identified to Welcome.
 - 2) John will plan on handing out packets the weekend of July 20th and 21st.
Any help in distributing packets is welcomed.
- b. Garage Sale Committee – Steve
 - 1) No Report
- c. Decorating Committee – Tony / Jeff
 - 1) No Report

VIII. New Rules/existing declarations

- a. Violation letters/communications -Steve and Alex to continue to work on this.
- b. Fences – guidelines for LFE:
 - 1) Black metal fences
 - 2) No fence in common areas or the nature preserve areas.

IX. Miscellaneous

- a. Survey – The Board will put out a Survey this year.
- b. Website – John and Richard to work with Jason on updates.

X. Other New Business Items

- a. Reminder for Reimbursements
- b. To Review with the City:
 - 1) The City is turning over the Tree trimming and tree responsibility of the tree lawn to the Residents.
 - 2) When will LFE streets be paved?

XI. Adjournment

Meeting adjourned at 8:50 pm