

**UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION**  
**Regular Monthly Board Meeting Minutes**  
**Saturday, December 16, 2017**

The regular monthly meeting of the Board of the United Lost Lake Property Owners Association was called to order by President Huber at 9:00 a.m. on Saturday, December 16, 2017 at 404 Lake Court. President Huber welcomed everyone in attendance, and asked for a moment of silence in remembrance of the Shaw family that perished in a fire in November.

**Attendance:** Mary Anne Bortman, Jim Haines, Sue Hill, Mike Huber, Wes Jaros, Charlene Lampert, Charlie Moore, Dan Perry and Barb Wiese.

**Absent:** None.

**Guests:** see **ATTACHMENT A** (on file at the office).

### **PLEDGE OF ALLEGIANCE**

**MOTION TO APPROVE DECEMBER 16, 2017 AGENDA:** see **ATTACHMENT B** (on file at the office). Charlene made the motion to approve the December 16, 2017 agenda, seconded by Mary Anne. A voice vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

**MOTION TO APPROVE NOVEMBER 2, 2017 SPECIAL MEETING MINUTES:** Barb made the motion to approve the November 2, 2017 special meeting minutes, seconded by Charlene. A voice vote was taken, and those in favor were Charlene, Dan, Barb, President Huber, Sue, Charlie, Jim and Wes. Mary Anne abstained. **(8 yeas, 1 abstention, 0 nays)**.

**MOTION TO APPROVE NOVEMBER 18, 2017 REGULAR MEETING MINUTES:** Charlene made the motion to approve the November 18, 2017 regular meeting minutes, seconded by Charlie. A roll call vote was taken, and those in favor were Charlene, Dan, Mary Anne, Barb, President Huber, Sue, Charlie and Wes. Jim abstained. **(8 yeas, 1 abstention, 0 nays)**.

**MOTION TO APPROVE NOVEMBER 2017 TREASURER'S REPORT:** see **ATTACHMENT C** (on file at the office). Barb explained November's financials and answered questions. Dan made the motion to approve the November 2017 Treasurer's Report, seconded by Charlie. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

### **UNFINISHED BUSINESS:**

**RULES & REGULATIONS REVISION:** Charlene proposes that the last sentence of 4.01 Vehicle Registration (see **ATTACHMENT D**-on file at the office) be revised to read: *Upon purchasing a different or additional non-licensed vehicle, the property owner is also required to notify the ULLPOA office in order to complete the registration process.* **CLASS B VIOLATION**

**MOTION:** Wes made the motion to approve the revision to Rules & Regulations 4.01 as read, seconded by Mary Anne. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

**ACC/ECC GARAGE PERMIT REVISION(S):** see **ATTACHMENT E** (on file at the office). Barb and the ACC/ECC Committee would like a statement added to the checklist item that refers to a stand-alone garage. The additional statement they would like added is "The overhead door must face the residence." After much discussion, and instead of the proposed statement, the Board was in agreement to the following verbiage regarding stand-alone garages "If that is not possible, the garage may be built on an adjacent lot, with the overhead door facing the residence if possible."

**MOTION:** Barb made the motion to approve the revision to the garage permit checklist regarding stand-alone garages, as follows: "A stand-alone garage must be built on a house lot. If that is not possible, the garage may be built on an adjacent lot, with the overhead door facing the residence if possible", seconded by Charlene. A roll call vote was taken, and those in favor were Charlene, Mary Anne, Barb, President Huber, Sue, Charlie, Jim and Wes. Dan voted no. **(8 yeas, 0 abstentions, 1 nay).**

**NEW BUSINESS:**

**ALLOCATE UNUSED ROADS FUNDS/2017 CARRYOVER:** Barb stated that a *projected* end-of-year balance in the 102-Money Market account would be approximately \$65K, and she is recommending that the year-end balance be transferred to a newly established bank account, specifically earmarked for 2018 road improvements and repair.

**MOTION:** Barb made the motion to set aside any unused carryover 2017 funds for 2018 road improvements and repair, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays).**

*Barb requested that NEW HOME PERMIT REVISION(S) be addressed prior to NEW HOME PERMIT (08-0126) and SPECIAL EDITION NEWSLETTER JANUARY 2018 being discussed, to which the Board was in agreement.*

**NEW HOME PERMIT REVISION(S):** Barb and the ACC/ECC Committee would like to remove from the new home permit the statement that limits a maximum of 3 cars (see **ATTACHMENT F-** one file at the office). Dan pointed out a typo on the permit, in bullet #8 on the checklist: the deposit amount of \$2,100.00 should be \$2,175.00.

**MOTION:** Dan made the motion to make two (2) revisions to the new house permit checklist: 1) change the deposit amount from \$2,100.00 to \$2,175.00; and 2) remove the verbiage "and maximum of 3 cars", seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays).**

**NEW HOME PERMIT (08-0126):** Barb stated that the ACC/ECC Committee met and approved the new home permit for 08-0126 (*Eakley*), and they are requesting that the Board approve the permit as well.

**MOTION:** Barb made the motion to approve the new home permit for 08-0126 (*Eakley*), seconded by President Huber. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays).**

**SPECIAL EDITION NEWSLETTER JANUARY 2018:** Sue suggests that a special edition newsletter be done in January.

**MOTION:** Dan made the motion to approve no more than a 2-page special edition newsletter, seconded by Wes. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays).**

**COMMITTEE REPORTS**

**SECURITY:** see **ATTACHMENT G** (on file at the office).

**COVENANTS, BY-LAWS/RULES & REGULATIONS:** see **ATTACHMENT H** (on file at the office). Additionally, Wes read an insert that would be included in the 2018 dues & assessments invoices regarding the non-licensed vehicle registration form.

**ACC/ECC:** No report submitted.

**ROADS:** see **ATTACHMENT I** (on file at the office).

**PROPERTIES, PARKS & MAINTENANCE:** see **ATTACHMENT J** (on file at the office).

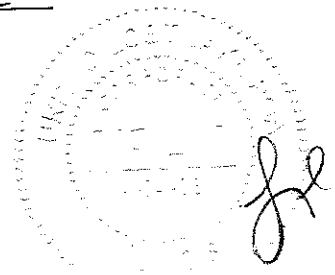
**COMMUNITY EVENT REPORT:** Laurie Perry gave a report on the successful and well-attended holiday dinner. Sue stated all of the 50/50 raffle proceeds were donated to Shining Star.

**MEMBER COMMENTS:** Four (4) Members signed up. Carol Brown wanted to know why the Financial Review Committee report was not included in the newsletter, and how does the community get their opinions to the Board when the Board does not respond to emails. Bille Branscum expressed her concern that the roads were not properly cleared with the recent snowfall. Laurie Perry recommended to the Board that consideration be given to updating the directory. Dave Shaw thanked the community for their recent support, downed trees on Sangamon were pushed off the roadways, a statement made by the ACC/ECC Chairperson that the Covenants state fences are for medical reasons only was in error, his concerns over the number of ULLPOA building permits vs. Ogle County permits, a statement made by the ACC/ECC Chairperson that his shed didn't match his house (*apology given*), and his request for the Board to ask the community for their input.

Wes made the motion to adjourn, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. (**9 yeas, 0 nays**). Meeting adjourned at 10:35 a.m.

Submitted by Leslie Edgar, Office Manager





**SUMMARY OF MOTIONS MADE BY THE  
UNITED LOST LAKE POA BOARD OF DIRECTORS  
DECEMBER 16, 2017**

**MOTION:** Wes made the motion to approve the revision to Rules & Regulations 4.01 as read, seconded by Mary Anne. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

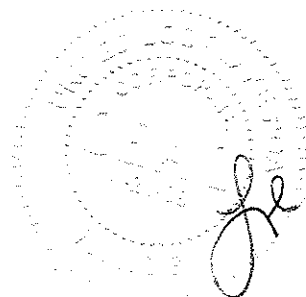
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**MOTION:** Barb made the motion to set aside any unused carryover 2017 funds for 2018 road improvements and repair, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

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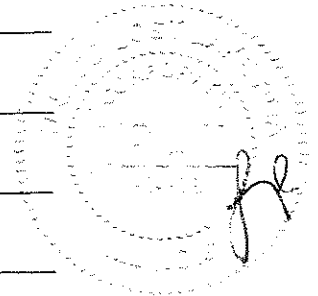


ULLPOA - REGULAR MONTHLY MEETING  
DECEMBER 16, 2017

NOTE: NO MEETING IS TO BE RECORDED IN ANY FASHION WITHOUT  
ACKNOWLEDGEMENT BY THE BOARD

- |                                 |                                     |
|---------------------------------|-------------------------------------|
| ✓ 1. Carol Workman              | ✓ 24. Anthony O'Brien <sup>Re</sup> |
| ✓ 2. Ed Workman                 | 25. _____                           |
| ✓ 3. Carol Brown                | 26. _____                           |
| ✓ 4. Walt Shambaugh             | 27. _____                           |
| ✓ 5. Kathy Shambaugh            | 28. _____                           |
| ✓ 6. Bill Munnick               | 29. _____                           |
| ✓ 7. Bob Brown                  | 30. _____                           |
| ✓ 8. Rose Henry                 | 31. _____                           |
| ✓ 9. Dennis Brown               | 32. _____                           |
| ✓ 10. Bev Schwick               | 33. _____                           |
| ✓ 11. Ruth Miedema              | 34. _____                           |
| ✓ 12. Ken Reubach               | 35. _____                           |
| ✓ 13. Bev W. Schmitt            | 36. _____                           |
| ✓ 14. Kim Rogers                | 37. _____                           |
| ✓ 15. Dan + Laurie Perry        | 38. _____                           |
| ✓ 16. Tom + Lynn Harris         | 39. _____                           |
| ✓ 17. Kelly Sedberry            | 40. _____                           |
| ✓ 18. Dave Shaw                 | 41. _____                           |
| ✓ 19. GARY GROHAR MS            | 42. _____                           |
| ✓ 20. Linda Eakle <sup>Re</sup> | 43. _____                           |
| ✓ 21. Norm Eakle <sup>Re</sup>  | 44. _____                           |
| ✓ 22. MARGIE KEVIN              | 45. _____                           |
| ✓ 23. Toni Vella <sup>Re</sup>  | 46. _____                           |

Attachment A



ULLPOA AGENDA - REGULAR BOARD MEETING  
SATURDAY, DECEMBER 16, 2017 9:00 A.M.  
404 LAKE COURT CENTER

**NOTE: NO MEETING IS TO BE RECORDED IN ANY FASHION WITHOUT  
ACKNOWLEDGEMENT BY THE BOARD**

WELCOME TO VISITORS  
ROLL CALL  
PLEDGE OF ALLEGIANCE  
MOTION TO APPROVE AGENDA  
MOTION TO APPROVE NOVEMBER 2, 2017 SPECIAL MEETING MINUTES  
MOTION TO APPROVE NOVEMBER 18, 2017 REGULAR MEETING MINUTES  
MOTION TO APPROVE NOVEMBER 2017 TREASURER'S REPORT

**UNFINISHED BUSINESS:**

RULES & REGULATIONS REVISION  
ACC/ECC GARAGE PERMIT REVISION(S)

**NEW BUSINESS:**

ALLOCATE UNUSED ROADS FUNDS/2017 CARRYOVER  
NEW HOME PERMIT (08-126)  
SPECIAL EDITION NEWSLETTER JANUARY 2018  
NEW HOME PERMIT REVISION(S)

**COMMITTEE REPORTS:**

SECURITY  
COVENANTS, BY-LAWS AND RULES & REGULATIONS  
ACC/ECC  
ROADS  
PROPERTIES, PARKS & MAINTENANCE

COMMUNITY EVENT REPORT

MEMBER COMMENTS

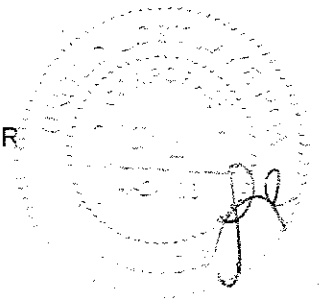
**ADJOURNMENT**

NEXT MEETING: SATURDAY, JANUARY 20, 2018 @ 9:00 A.M. LAKE COURT CENTER



*Merry Christmas*

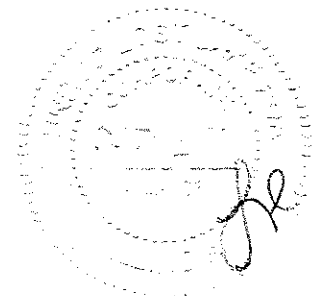
Attachment B



**UNITED LOST LAKE PROPERTY OWNERS ASSN.**  
**Balance Sheet-Nov**  
 As of November 30, 2017

	Nov 30, 17
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
100 · Petty Cash	200.00
101 · CSB - Checking	3,249.45
102 · CSB - Money Market Plus	83,503.57
105 · ULLPOA Reserve Account	108,357.22
180 · Reserve CDs	34,326.92
108 · Savings - Carryover funds	4,035.85
Total Checking/Savings	233,673.01
Accounts Receivable	
130 · Accounts Receivable	7,920.56
Total Accounts Receivable	7,920.56
Other Current Assets	
145 · Undeposited Funds	1.00
Total Other Current Assets	1.00
Total Current Assets	241,594.57
Fixed Assets	
159 · Land Improvement	6,050.37
150 · Buildings	75,468.19
158 · Signage	8,208.47
160 · Parks (Asset)	31,957.34
165 · Office Equipment	3,339.80
170 · Accumulated Depreciation	(54,941.00)
Total Fixed Assets	70,083.17
Other Assets	
175 · Pre-Paid Insurance	2,833.72
Total Other Assets	2,833.72
<b>TOTAL ASSETS</b>	<b>314,511.46</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
210 · Payroll Liabilities	23.84
215 · Deferred Income	8,511.89
220 · New Home Bldg Deposit	855.00
Total Other Current Liabilities	9,390.73
Total Current Liabilities	9,390.73
Total Liabilities	9,390.73
Equity	
350 · Contributed Capital	336,707.08
300 · Retained Earnings	(88,319.28)
Net Income	56,732.93
Total Equity	305,120.73
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>314,511.46</b>

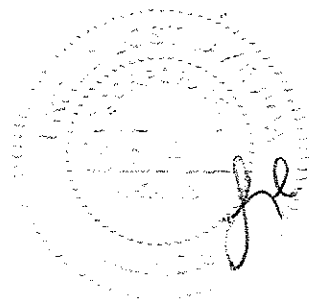
Attachment C



**UNITED LOST LAKE PROPERTY OWNERS ASSN.**  
**Profit & Loss-Monthly**  
 As of November 30, 2017

	TOTAL
Ordinary Income/Expense	
Income	
400 · Dues & Assessments	0.00
425 · Interest	59.71
Total Income	59.71
Gross Profit	59.71
Expense	
515 · Community Affairs	316.70
525 · Credit Card/Bank Svc Charges	20.00
535 · Dues & Subscriptions	(2.00)
540 · Gatehouses	745.93
580 · Office Supplies	146.96
585 · Offsite Mtg & Mileage	101.65
595 · Parks	(12.81)
600 · Payroll	3,561.34
610 · Postage	588.58
625 · Repairs & Maintenance	942.50
640 · Road Improvements & Repair	120.39
645 · Roadside Maintenance	450.00
650 · Security	2,432.96
705 · Snow & Ice Control	6,396.23
720 · Utilities	562.00
730 · Vehicle Decals	885.25
Total Expense	17,255.68
Net Ordinary Income	(17,195.97)
Net Income	(17,195.97)

Attachment C

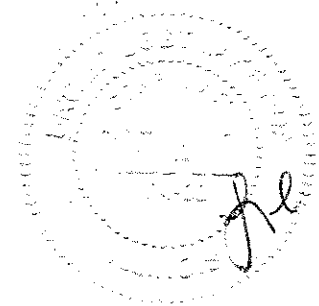




**UNITED LOST LAKE PROPERTY OWNERS ASSN.**  
**Year-to-Date Profit & Loss**  
As of November 30, 2017

	Jan - Nov 17	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
400 · Dues & Assessments	237,199.11	250,750.00	(13,550.89)
410 · Advertising	2,180.00	2,000.00	180.00
425 · Interest	1,208.99	1,300.00	(91.01)
430 · Late Fee Revenue	2,650.00		
435 · Finance Charges Revenue	1,182.90		
450 · Misc. Income	333.25		
480 · Security Reimbursement	0.00	0.00	0.00
<b>Total Income</b>	<b>244,754.25</b>	<b>254,050.00</b>	<b>(9,295.75)</b>
<b>Gross Profit</b>	<b>244,754.25</b>	<b>254,050.00</b>	<b>(9,295.75)</b>
<b>Expense</b>			
66900 · Reconciliation Discrepancies	(7,922.59)		
500 · Annual Meeting	0.00	0.00	0.00
505 · Acquired Properties	1,896.80	1,000.00	896.80
515 · Community Affairs	1,721.02	2,500.00	(778.98)
525 · Credit Card/Bank Svc Charges	1,551.00	1,800.00	(249.00)
535 · Dues & Subscriptions	501.00	900.00	(399.00)
540 · Gatehouses	18,327.54	3,000.00	15,327.54
550 · Insurance	7,413.78	7,000.00	413.78
570 · Newsletter	2,248.46	3,000.00	(751.54)
580 · Office Supplies	1,798.99	1,900.00	(101.01)
585 · Offsite Mtg & Mileage	595.78	750.00	(154.22)
595 · Parks	5,066.39	2,500.00	2,566.39
600 · Payroll	42,350.98	42,000.00	350.98
610 · Postage	1,106.38	1,400.00	(293.62)
615 · Professional Fees	2,242.50	2,700.00	(457.50)
620 · Real Estate Taxes	2,935.44	3,100.00	(164.56)
625 · Repairs & Maintenance	1,512.27	3,000.00	(1,487.73)
640 · Road Improvements & Repair	9,037.39	85,000.00	(75,962.61)
645 · Roadside Maintenance	21,332.67	17,000.00	4,332.67
650 · Security	24,160.21	25,000.00	(839.79)
705 · Snow & Ice Control	24,668.59	42,700.00	(18,031.41)
720 · Utilities	6,395.66	6,800.00	(404.34)
730 · Vehicle Decals	760.25	900.00	(139.75)
735 · Website	0.00	100.00	(100.00)
<b>Total Expense</b>	<b>169,700.51</b>	<b>254,050.00</b>	<b>(84,349.49)</b>
<b>Net Ordinary Income</b>	<b>75,053.74</b>	<b>0.00</b>	<b>75,053.74</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
810 · Gain/Loss on Sale of Asset	606.15		
800 · Foreclosure Income	(5,371.49)		
850 · ACC/ECC Activity	500.00		
<b>Total Other Income</b>	<b>(4,265.34)</b>		
<b>Other Expense</b>			
511 · Bad Debt	15,078.30		
930 · ACC/ECC-Expense	(230.00)		
900 · Foreclosure Expenses	(792.83)		
<b>Total Other Expense</b>	<b>14,055.47</b>		
<b>Net Other Income</b>	<b>(18,320.81)</b>		
<b>Net Income</b>	<b>56,732.93</b>	<b>0.00</b>	<b>56,732.93</b>

Attachment C



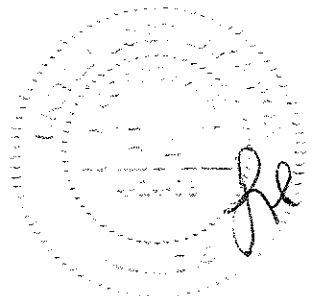
Rules & Regulations Revision  
December 16, 2017

**4.01 Vehicle Registration.** All Members' vehicles licensed by the State of Illinois or any other state for transportation on public roads, and will be driven on United Lost Lake Property Owners Association roads, must register with the United Lost Lake Property Owners Association. All vehicles will be issued a United Lost Lake Property Owners Association identification decal and which will be displayed at all times while operating within the Community. Upon purchasing a different/additional vehicle and/or license plate, the Property Owner is required to notify the ULLPOA office.

All non-licensed vehicles such as, but not limited to golf carts, snowmobiles, four (4) wheelers, three (3) wheelers, all terrain vehicle (ATV) or an off-highway vehicle (OHV), also must be registered with the United Lost Lake Property Owners Association. A NON-LICENSED VEHICLE REGISTRATION FORM must be completed before a United Lost Lake Property Owners Association identification decal can be issued. The decal must be displayed at all times while operating within the Community. **Upon purchasing a different or additional NON-LICENSED vehicle, the property owner is also required to notify the ULLPOA office in order to complete the registration process.** CLASS B VIOLATION

Charlene Lampert, Chairperson  
Covenants, By-Laws and Rules & Regulations

Attachment D



**Garage Permit**

**Purpose:** Permit for a new garage.  
**Fee:** \$845.00 (\$345.00 is non-refundable and \$500.00 is refundable upon successful completion of construction and final ACC/ECC inspection). **NOTE:** There is an automatic \$250.00 fine for failure to obtain an ACC/ECC permit prior to construction.  
**Processing:** ULLPOA Board approval is required. Allow 30 days for review process to complete.

*Please fill in the following information completely. Please print legibly.*

**Section** \_\_\_\_\_ **Lot Number(s)** \_\_\_\_\_  
**Property Owner's Name** \_\_\_\_\_  
**Property Address** \_\_\_\_\_  
**Home Phone** \_\_\_\_\_ **Cell Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Setbacks** Front (27' minimum) \_\_\_\_\_ Back (30' minimum) \_\_\_\_\_ (\*) Left \_\_\_\_\_ (\*) Right \_\_\_\_\_  
 \* Left and Right setbacks are 15 feet, or 10% of the lot's width, whichever is less.

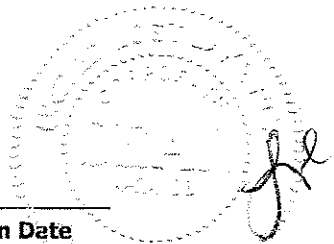
**Please read and understand this checklist:**

- Submit one set of blueprints or CAD drawing including site plan with elevation to scale for ACC/ECC review.
- Construction must be completed within 9 months from excavation. Extensions may be granted on a case-by-case basis due to unforeseeable conditions.
- Submit a copy of the Ogle County permit.
- The State of Illinois Department of Public Health, and Ogle County Health Department will approve any changes to drainage sewage treatment systems.
- In no event shall any such outbuilding ever be used as a residence or dwelling house or place for human occupancy or habitation, either temporary or permanent
- No temporary structures or trailers shall be used for the purpose of residence.
- Setbacks are to be in accordance with Ogle County requirements.
- A stand-alone garage must be built on a house lot. If that is not possible, the garage may be built on an adjacent lot. *The overhead door must face the residence.*
- In the event that there is no easement between two adjacent lots, one of which has a house on it, a garage may be placed on the lot line with Ogle County permission.
- Garages are to be used in conjunction with a dwelling house.
- The exterior roof and siding must conform to the architectural style of the dwelling house. Garages must be single story and no greater than 768 square feet.
- Pole barns are not permitted in Lost Lake.
- A silt fence is required on any property adjacent the lake.
- Fee for a Garage Permit is \$845.00 (\$345.00 is non-refundable and \$500.00 is refundable upon successful completion of the ACC/ECC final inspection). This is to cover the cost of inspections, in the event that there are missed inspections, re-inspections or fines the additional costs will be taken out of the refundable portion. The homeowner is liable for any misconduct or damage exceeding \$845.00.

**"I hereby certify that the information submitted herein by me is true and correct, that all rules, regulations and codes will be observed during the construction period of property improvement."**

_____	_____
<b>Property Owner's Signature</b>	<b>Date</b>
_____	_____
<b>Contractor's Signature</b>	<b>Date</b>
_____	_____
<b>ACC/ECC Representative's Signature</b>	<b>Date</b>

\_\_\_\_\_ **Permit Expiration Date**



*Attachment E*

**New House Permit**

**Purpose:** Permit for a new house.  
**Fee:** \$2,175.00 (\$1,075.00 non-refundable and \$1,100.00 refundable upon successful completion of construction and final ACC/ECC inspection). **NOTE:** There is an automatic \$250.00 fine for failure to obtain an ACC/ECC permit prior to construction.  
**Processing:** ULLPOA Board approval is required. Allow 30 days for review process to complete.

*Please fill in the following information completely. Please print legibly.*

Section \_\_\_\_\_ Lot Number(s) \_\_\_\_\_

Property Owner's Name \_\_\_\_\_

Property Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

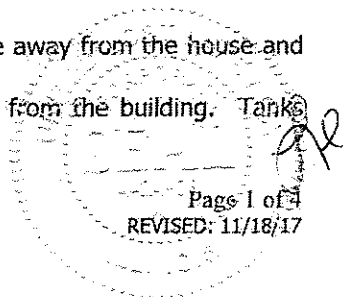
**Setbacks** Front (27' minimum) \_\_\_\_\_ Back (30' minimum) \_\_\_\_\_ (\*) Left \_\_\_\_\_ (\*) Right \_\_\_\_\_  
*\* Left and right setbacks are 15 feet, or 10% of the lot's width, whichever is less.*

**Please read and understand this checklist:**

- Two (2) complete sets of legible blueprints or CAD drawings including a floor plan and elevation with an Illinois Architectural Stamp.
- Exterior walls must be insulated to R-19 or better; ceilings must be insulated to R-49 or better.
- Provide a copy of the Ogle County permit.
- One (1) plat of survey with scaled home location including setbacks.
- Setbacks are to be in accordance with Ogle County and ULLPOA requirements.
- Proof of insurance designating ULLPOA as the certificate holder, or proof of insurance from the contractor.
- Make sure that the building site has been staked out as shown in the scaled drawing with lot pins clearly marked.
- If trees must be cut down to stake out the property prior to getting the Ogle County building permit, the \$2,100.00 deposit is to be given to the ULLPOA in lieu of the ULLPOA permit. In the event that construction has not started within 90 days of clearing trees, the \$2,175.00 will be forfeited.
- Inspections to be performed in accordance with the 2015 IRC National Building Codes, the 2015 IECC Int'l. Energy Code and as amended by the 2015 Northwest Illinois Regional Building Code. The permit applicant shall submit a room by room Manual J, S and D calculations for all HVAC equipment and/or replacement prior to permit issuance.
- Spec houses and modular homes are not allowed.
- Septic systems must be installed in accordance with Illinois Department of Health, and Ogle County Department of Health. The State of Illinois Department of Public Health, and Ogle County Health Department must approve any changes to drainage sewage treatment systems. Minimum size septic tank is 1,500 gallons or in accordance with State of Illinois Department of Health and Ogle County Department of Health for houses requiring larger than 1,500 gallon septic tanks.
- In areas where the Lost Lake Utility District has provided community sewage, the system must be utilized.
- A single story dwelling shall be constructed having no less than 1,300 square feet of foundation area. A two-story house or bi-level dwelling shall have a minimum foundation area of 900 square feet.
- Only new materials should be used; however, used materials require ACC/ECC and ULLPOA Board approval.
- If a geothermal system or any other system that may cause fluids to come out of the ground is to be installed, ditches must be dug on the property to contain such fluids. These fluids must be given time to percolate back into the ground and cannot leave the property.
- Open loop geothermal systems and private wells are not allowed.
- Provide a grading plan with swales and driveway culverts that show how water will move away from the house and neighboring houses and lots.
- Propane tanks holding up to and including 500 gallons must be a minimum of 10 feet from the building. Tanks holding 501 to 2,000 gallons must be a minimum of 25 feet from the building.
- Garages must be a minimum of 2 cars and maximum of 3 cars.

Attachment F

#2,175.00



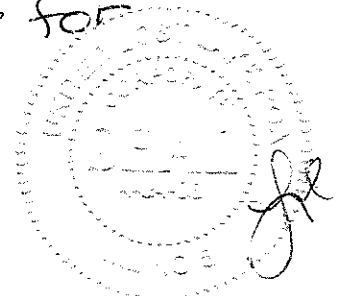
Leslie

## **December Security Report by Sue Hill**

- **Extra security hours due to the number of strangers in the community after the house fire**
- **Due to the house fire, security will be implementing some changes (Knox Box?)**
- **2<sup>nd</sup> payment from Ogle County State's Attorney for damage to Eastside Park**
- **Remember there is no parking along the roads after 2 inches of snow**
- **I have scheduled a joint meeting of the RCD and our Board on Wed. Jan. 10<sup>th</sup> at 10:30 a.m. at the Rec Center. The purpose of the meeting is to discuss security and liability insurance.**
- **2 warning violations issued for speeding (one by a guest and the other by a resident)**

Attachment 6

- I New Hat ordered
- Wish our officers a Happy New Year
- Add your name to the vacation list if you are leaving for a period of time



Covenants, By-laws and Rules & Regulation Committee report for Dec 15, 2017 POA Board meeting

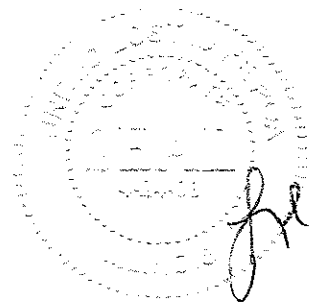
My term as Co-Chairman of the Covenants, By-laws and Rules & Regulation Committee and on the board is coming to an end. I would like to thank my Co-chairman Wes Jaros, and committee members Mary Sullivan and Gina Mulholland for all their hard work in reviewing and revising the By-Laws and Rules & Regulations. I would also like to thank Leslie for catching and correcting my typos and formatting the updates for posting to the website.

I wish the new committee and the entire POA Board much success in 2018.

Thank you all for your support and help during my term.

Charlene

Attachment H



December 16, 2017

## Roads Report

Winter has finally returned and I would like to take this opportunity to remind everybody again to use caution when you are driving in winter conditions. Our speed limit at Lost Lake is 20 miles per hour but in winter sometimes it is necessary to slow down even more. This also applies to all roads in Northern Illinois. Our reality is that no road is perfectly safe under adverse conditions in this climate.

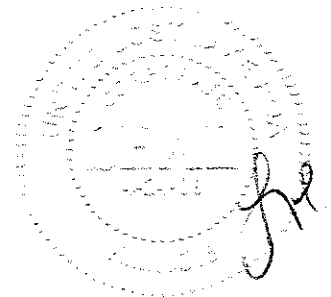
I recommend checking IDOT Winter Road Conditions and also Ogle County Website for current conditions. Triple A (AAA) also has excellent information on Driving Safely in Winter and most auto insurance websites also have tips. Triple A (AAA) has some excellent Quick Tips which I am going to share with you today.

1. Keep tires inflated properly.
2. Drive at an appropriate speed for the weather conditions.
3. Wear your seat belt!
4. Do not use cruise control in wet weather.
5. Look and steer where you want to go.

Our gates will not be raised during bad weather conditions. Be sure you have slowed down enough to stop as you approach them. Remember that snow plowing will not start until the snow has accumulated to a depth of 2 inches. Salt and chips will also be applied when and where it is necessary after the initial plowing. Do not shovel your driveways and walkways into the road. This could cause a serious accident for passing vehicles.

Have a wonderful and safe holiday season. Be sure your holiday lights and decorations are in perfect working condition and remember, spring is just around the corner!

Charlie Moore, Roads Chairman



Attachment I

**PROPERTIES, PARKS & MAINTENANCE**

**December 16, 2017**

The windy conditions we had a few weeks ago caused the East Gate bulletin board/kiosk to be blown down, but it has since been repaired. For the month of December, thankfully, Wes has volunteered to do sidewalk snow removal at the Office, and we are looking for more volunteers to handle the remaining winter months. If no volunteers step up, we'll have to hire out the work to be done. Contact Leslie if you could help.

The inside and outside electrical issues were resolved in November. Both parking lot areas are now lit up at night, a new motion sensor light was installed at the Office front door, and finally, the wattage coming into the Office from the transformer has been reduced, which was causing light bulbs to die prematurely.

Remember that as soon as we get significant snowfall, Unity Park is ready for all of the sledders!

Mike Huber, Chairperson

Attachment 7

