

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION
Regular Monthly Board Meeting Minutes
Saturday, August 19, 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, August 19, 2017 at 404 Lake Court. President Huber welcomed everyone in attendance.

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 AUGUST 19, 2017 AGENDA: see ATTACHMENT B (on file at the office). Barb made the motion to approve the August 19, 2017 agenda, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

MOTION TO APPROVE APRIL 17, 2017 EXECUTIVE SESSION MINUTES: Mary Anne made the motion to approve the April 17, 2017 executive session minutes, seconded by Charlie. A roll call vote was taken, and those in favor were Mary Anne, Barb, President Huber, Sue, Charlie, Charlene and Wes. Jim and Dan abstained. **(7 yeas, 2 abstentions, 0 nays)**.

MOTION TO APPROVE JULY 15, 2017 EXECUTIVE SESSION MINUTES: Barb made the motion to approve the July 15, 2017 executive session minutes, seconded by Mary Anne. A roll call vote was taken, and those in favor were Mary Anne, Barb, Sue, Charlie, Charlene and Wes. Jim, Dan and President Huber abstained. **(6 yeas, 3 abstentions, 0 nays)**.

MOTION TO APPROVE JULY 15, 2017 REGULAR MEETING MINUTES: Charlie made the motion to approve the July 15, 2017 regular meeting minutes, seconded by Dan. A roll call vote was taken, and those in favor were Dan, Mary Anne, Barb, Sue, Charlie, Charlene and Wes. President Huber and Jim abstained. **(7 yeas, 2 abstentions, 0 nays)**.

MOTION TO APPROVE JULY 24, 2017 SPECIAL MEETING MINUTES: Charlie made the motion to approve the July 24, 2017 special meeting minutes, seconded by Sue. A roll call vote was taken, and those in favor were Jim, Dan, Mary Anne, President Huber, Sue and Charlie. Charlene, Wes and Barb abstained. **(6 yeas, 3 abstentions, 0 nays)**.

REVISION TO MAY 20, 2017 REGULAR MEETING MINUTES: The estimate dollar amounts for Herbig and Webmarc were transposed. Sue made the motion to approve the revised May 20, 2017 regular meeting minutes, as follows: On page 3, under NEW BUSINESS topic "Approve Funds for East Gate Loop Replacement (Herbig & Webmarc), change Herbig's estimate amount from \$1,996.00 to \$5,200.00, and change Webmarc's estimate amount from \$5,200.00 to \$1,996.00; add a notation that would read "See the August 19, 2017 minutes for revision to dollar amounts and motions"; and to change the motion summary page to reflect these revisions, seconded by Barb. A voice vote was taken, and those in favor were Mary Anne, Barb, President Huber, Sue and Charlie. Charlene, Wes, Jim and Dan abstained. **(5 yeas, 4 abstentions, 0 nays)**.

MOTION TO RESCIND MARCH 2017 TREASURER'S REPORT: Barb stated that the previously approved March 2017 Treasurer's Report needs to be rescinded so that when the out of balance problem is fixed, it can be approved along with the other monthly financial reports for 2017.

MOTION: Barb made the motion to rescind the March 2017 Treasurer's Report, seconded by Mary Anne. A roll call vote was taken, and those in favor were Mary Anne, Barb, President Huber, Sue, Charlie, Charlene and Wes. Jim and Dan abstained. **(7 yeas, 2 abstentions, 0 nays)**.

JANUARY TO JULY 2017 TREASURER'S REPORTS: Barb stated that the balance sheets in the cash basis from January until now have been out of balance, due to an entry error that occurred in December 2008. As soon as QuickBooks is fixed, and the balance sheet in the cash basis is balanced, all of the Treasurer's Reports for 2017 will be brought to the Board for approval.

MOTION: Dan made the motion to table the January to July 2017 Treasurer's Reports, seconded by Charlene. A roll call vote was taken, and those in favor were Dan, Mary Anne, Barb, President Huber, Sue, Charlie, Charlene and Wes. Jim abstained. **(8 yeas, 1 abstention, 0 nays)**.

UNFINISHED BUSINESS:

OPTIONS FOR SEPTIC SYSTEM EASEMENT OR SALE OF POA PROPERTY (03-171 & 172): Sue reported that the Board met with Chad Brinkmann and an agreement was reached.

MOTION: Sue made the motion to sell the portion of property directly behind lots 171 & 172 in Section 3, the narrow strip of land that's part of the Tot Lot, parcel #22-09-177-031; and if expenses exceed the sales price, the buyers will pay the overage, seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

SHED/VACANT LOT (HANNIBAL 69): Barb reported that the ACC/ECC Committee met and is recommending that the shed on vacant lot Hannibal 69 be approved.

MOTION: Barb made the motion to approve the shed on vacant lot Hannibal 69 (Swartz), seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. **(9 yeas, 0 nays)**.

ELECTION COMMITTEE: President Huber stated that there were four (4) openings and only four (4) candidates applied so there will no need for an election or Election Committee. The four candidates Jim Haines, Dan Perry, Kim Rogers and Ed Workman will be automatically appointed, and their terms begin January 1, 2018.

MEETING ORDER OF BUSINESS DISCUSSION: In order to comply with state law, designating a portion of the agenda for Member comments, Wes recommends that #4 of the Meeting Rules be revised (see **ATTACHMENT C**-on file at the office).

MOTION: Charlene made the motion to revise #4 of the Meeting Rules (see **ATTACHMENT C**-on file at the office), seconded by Barb. A roll call vote was taken, and those in favor were Dan, Barb, President Huber, Charlene and Wes. Jim, Mary Anne, Sue and Charlie abstained. **(5 yeas, 4 abstentions, 0 nays)**.

RULES & REGULATIONS MOTIONS: Tabled.

NEW BUSINESS:

APPROVAL OF EXPENDITURE TO CLIFTONLARSON: In order to get the accrual and cash reports of QuickBooks in balance, Barb recommends that the Board approve the expenditure up to \$4,000.00 to hire someone to have this done.

MOTION: Barb made the motion to approve up to \$4,000.00 to get the accrual and cash basis reports back in balance, seconded by Charlene. A roll call vote was taken, and those in favor were Mary Anne, Barb, President Huber, Sue, Charlie and Charlene. Jim abstained. Dan and Wes voted no. (**6 yeas, 1 abstention, 2 nays**).

SPEEDING VIOLATION: The property owner was made aware of today's meeting, but was not present. Sue stated that a car registered to the property owner was clocked going 30 MPH. Because it has been less than a year since the last violation, Sue recommends that the Board issue a \$25.00 fine for this latest offense.

MOTION: Sue made a motion to issue a \$25.00 speeding fine, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. (**9 yeas, 0 nays**).

BOARD APPROVAL OF PROPOSED 2018 BUDGET: Barb is recommending that the proposed 2018 budget be approved (see **ATTACHMENT D**-on file at the office). After review and discussion, the following budget line items were reduced: 505-Acquired Properties reduced to \$1,000.00; 515-Community Affairs reduced to \$2,500.00; 525-Credit Card/Bank Svc Charges reduced to \$1,400.00; 540-Gatehouses reduced to \$2,000.00; 550-Insurance reduced to \$7,000.00; and 720-Utilities reduced to \$6,800.00.

MOTION: Barb made the motion to approve the amended proposed 2018 budget, seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. (**9 yeas, 0 nays**).

FENCE VARIANCE PERMIT (08-104/105): Barb stated that the ACC/ECC Committee met and is recommending that the fence variance be approved.

MOTION: Barb made the motion to approve the fence variance permit for 08-104/105 (*Huber, M*), seconded by Sue. A roll call vote was taken, and those in favor were Jim, Barb, Sue, Charlie and Charlene. Mary Anne and President Huber abstained. Dan and Wes voted no. (**5 yeas, 2 abstentions, 2 nays**).

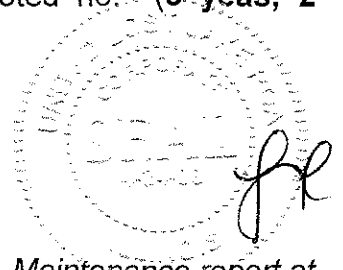
COMMITTEE REPORTS

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

Due to President Huber needing to leave early, he read his Properties, Parks & Maintenance report at this point, after which he left the meeting (10:35 a.m.).

COVENANTS, BY-LAWS/RULES & REGULATIONS: No report.

ACC/ECC: see **ATTACHMENT F** (on file at the office).

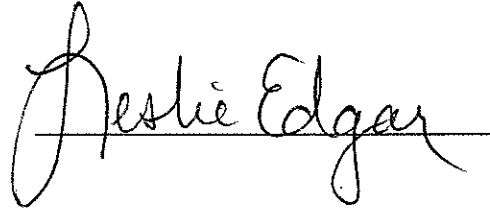
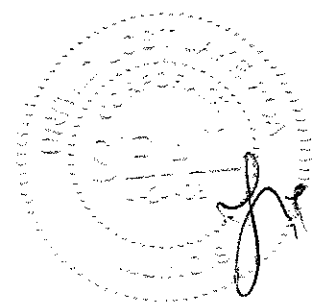


ROADS: No report submitted.

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

Sue made the motion to adjourn, seconded by Jim. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**. Meeting adjourned at 10:35 a.m.

Submitted by Leslie Edgar, Office Manager

A handwritten signature in cursive script that reads "Leslie Edgar". The signature is written over a horizontal line.

**SUMMARY OF MOTIONS MADE BY THE
UNITED LOST LAKE POA BOARD OF DIRECTORS
AUGUST 19, 2017**

MOTION: Sue made the motion to sell the portion of property directly behind lots 171 & 172 in Section 3, the narrow strip of land that's part of the Tot Lot, parcel #22-09-177-031; and if expenses exceed the sales price, the buyers will pay the overage, seconded by Barb. A roll call vote was taken, and all present were in favor, none opposed. (**9 yeas, 0 nays**).

MOTION: Barb made the motion to approve the shed on vacant lot Hannibal 69 (*Swartz*), seconded by Charlene. A roll call vote was taken, and all present were in favor, none opposed. (**9 yeas, 0 nays**).

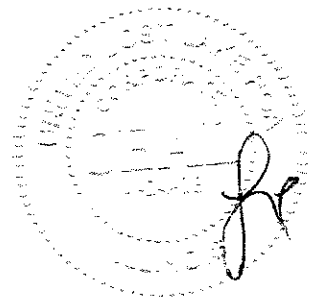
MOTION: Charlene made the motion to revise #4 of the Meeting Rules (*see ATTACHMENT C-on file at the office*), seconded by Barb. A roll call vote was taken, and those in favor were Dan, Barb, President Huber, Charlene and Wes. Jim, Mary Anne, Sue and Charlie abstained. (**5 yeas, 4 abstentions, 0 nays**).

MOTION: Barb made the motion to approve up to \$4,000.00 to get the accrual and cash basis reports back in balance, seconded by Charlene. A roll call vote was taken, and those in favor were Mary Anne, Barb, President Huber, Sue, Charlie and Charlene. Jim abstained. Dan and Wes voted no. (**6 yeas, 1 abstention, 2 nays**).

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ULLPOA - REGULAR MONTHLY MEETING
AUGUST 19, 2017

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

1. Laurie Perry 24. _____
2. Carol Brown 25. _____
3. Lynn Morris 26. _____
4. Carol Workman 27. _____
5. Gina Mulholland 28. _____
6. John Mulholland 29. _____
7. Don Ferris 30. _____
8. Suzanne Jones 31. _____
9. Mary Seelbach 32. _____
10. Ed Weber 33. _____
11. Bruce Windup 34. _____
12. Toni Zell 35. _____
13. Paul Killian ^{Re} 36. _____
14. _____ 37. _____
15. _____ 38. _____
16. _____ 39. _____
17. _____ 40. _____
18. _____ 41. _____
19. _____ 42. _____
20. _____ 43. _____
21. _____ 44. _____
22. _____ 45. _____
23. _____ 46. _____

Attachment A



ULLPOA AGENDA - REGULAR BOARD MEETING
SATURDAY, AUGUST 19, 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 APRIL 17, 2017 EXECUTIVE SESSION MINUTES
MOTION TO APPROVE JULY 15, 2017 EXECUTIVE SESSION MINUTES
MOTION TO APPROVE JULY 15, 2017 REGULAR MEETING MINUTES
MOTION TO APPROVE JULY 24, 2017 SPECIAL MEETING MINUTES
REVISION TO MAY 20, 2017 REGULAR MEETING MINUTES

MOTION TO RESCIND MARCH 2017 TREASURER'S REPORT
JANUARY TO JULY 2017 TREASURER'S REPORTS

UNFINISHED BUSINESS:

OPTIONS FOR SEPTIC SYSTEM EASEMENT OR SALE OF POA PROPERTY (03-171/172)
SHED/VACANT LOT (HANNIBAL 69)
ELECTION COMMITTEE
MEETING ORDER OF BUSINESS DISCUSSION
RULES & REGULATIONS MOTIONS

NEW BUSINESS:

APPROVAL OF EXPENDITURE TO CLIFTONLARSON
SPEEDING VIOLATION
BOARD APPROVAL OF PROPOSED 2018 BUDGET
FENCE VARIANCE PERMIT (08-104/105)

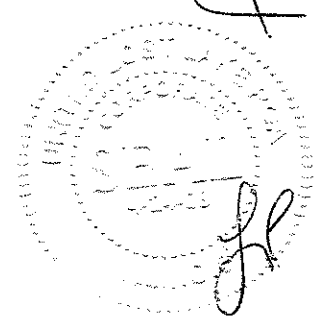
COMMITTEE REPORTS:

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

ADJOURNMENT

NEXT MEETING: SATURDAY, SEPTEMBER 16, 2017 @ 9 A.M. LAKE COURT CENTER

Attachment B



**MEETING ORDER OF BUSINESS
AUGUST 19, 2017**

MEETING RULES CHANGES

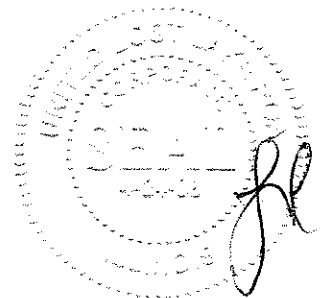
1, 2, & 3 – remain unchanged

4 – Proposed changes to read, “Any members wishing to address the board will be allowed to do so during the member comment section. A sign in sheet will be provided approximately 15 minutes before the start of the meeting at which time members will be required to supply their name, address, and subject to be discussed. (In the event there is a special meeting prior to the regular meeting, the time to sign in will be extended by 15 minutes from the start of the regular meeting.) Members can speak to agenda items previously discussed or any new matters of concern related to the community. The board is permitted but not required to honor additional requests after the meeting has been brought to order. Up to 5 association members desiring to speak will be allowed 5 minutes each; if 6 or more members have submitted requests, each will be allowed 3 minutes.

5, 6, 7, & 8 – remain unchanged

Submitted by Wes Jaros

Attachment C

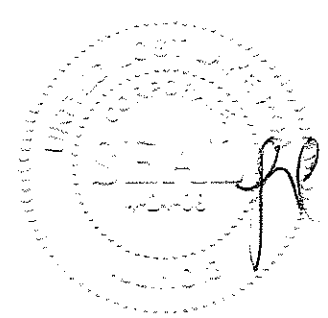


PROPOSED 2018 BUDGET

Ordinary Income/Expense	2018	Difference	2017
Income			
400 · Dues & Assessments	258,650.00	Δ \$7,900.00	250,750.00
410 · Advertising	2,000.00		2,000.00
425 · Interest	1,300.00		1,300.00
480 · Security Reimbursement	0.00		0.00
Total Income	<u>261,950.00</u>	<u>Δ \$7,900.00</u>	<u>254,050.00</u>
Gross Profit	<u>261,950.00</u>	<u>Δ \$7,900.00</u>	<u>254,050.00</u>
Expense			
505 · Acquired Properties	1,200.00	Δ \$200.00	1,000.00
515 · Community Affairs	6,500.00	Δ \$4,000.00	2,500.00
525 · Credit Card/Bank Svc Charges	1,800.00		1,800.00
535 · Dues & Subscriptions	900.00		900.00
540 · Gatehouses	3,000.00		3,000.00
550 · Insurance	8,500.00	Δ \$1,500.00	7,000.00
570 · Newsletter	3,000.00		3,000.00
580 · Office Supplies	1,900.00		1,900.00
585 · Offsite Mtg & Mileage	750.00		750.00
595 · Parks	2,500.00		2,500.00
600 · Payroll	42,000.00		42,000.00
610 · Postage	1,400.00		1,400.00
615 · Professional Fees	2,700.00		2,700.00
620 · Real Estate Taxes	3,100.00		3,100.00
625 · Repairs & Maintenance	3,000.00		3,000.00
640 · Road Improvements & Repair	85,000.00		85,000.00
645 · Roadside Maintenance	17,000.00		17,000.00
650 · Security	27,000.00	Δ \$2,000.00	25,000.00
705 · Snow & Ice Control	42,700.00		42,700.00
720 · Utilities	7,000.00	Δ \$200.00	6,800.00
730 · Vehicle Decals	900.00		900.00
735 · Website	100.00		100.00
Total Expense	<u>261,950.00</u>	<u>Δ \$7,900.00</u>	<u>254,050.00</u>
Net Ordinary Income	<u>0.00</u>		<u>0.00</u>
Net Income	<u>0.00</u>		<u>0.00</u>

Proposed

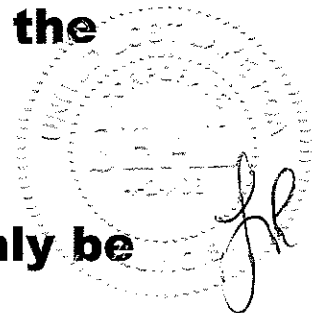
Attachment D



August 2017 Security Report

- **RCD Eastside Parking Lot has been cleaned up by the offender (Supervised by Andy Warcaba)**
- **A person driving a golf cart while intoxicated was reported to security**
- **Two persons have filed Order of Protections in Ogle County Court against a person living here**
- **Vandalism to a lawn on Birch Lane was reported; Damage done by an older styled golf cart having only one wheel in the front**
- **Several reports of people entering and exiting the community through the wrong gates while the gate problem was going on. They were using open gates to save a few seconds time!**
- **Garage sale signs for renters holding an illegal garage sale were removed and the sale shut down**
- **Real estate signs were removed from easements; Real estate signs may only be placed on your property.**

Attachment E



- **Two phone calls were sent to businesses speeding in the community when doing business here**
- **A formal letter was sent to a business whose truck was speeding in the community**
- **3 complaints were filed about dogs running loose and being aggressive toward persons walking past**
- **Officer contacted a home that had two signs out in front of their home warning people to slow down and asked them to remove the signs and we will up patrol on their street**

Attachment F

WARNING

• letter sent to a member concerning an underage driver - operating a golf cart.

• Jack's truck from accident is repaired. The offender's insurance paid all!

• Crim. case for Eastside Park Damage pleaded guilty + fined
Restitution hearing Sept. 21st



ACC/ECC

3 members met and approved a shed Han 69
+ a fence LN set 08-104/105 4ft dog eared fence
we discussed the Marini fence that has been brought
into compliance. We also discussed the situation at Mississippi
+ Rolling Lane. * are currently awaiting the owners to
submit the changes for approval.

Submitted by Barb Wiese

Attached F

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PROPERTIES, PARKS & MAINTENANCE

August 19, 2017

The new contractor we hired to do the mowing of the POA properties has been doing an excellent job. We had a couple of issues that have been addressed and corrected. Any time you switch contractors, you run the risk of not getting the same level of service as the previous contractor but I have been very pleased with the service that has been provided by Daniels Lawn Service.

Volunteers Laurie Perry & Carol Brown have weeded the West Gate. Laurie did some weeding at Office. I'd like to thank them both publicly for their volunteer efforts to help keep our community looking good.

Summer is winding down, but it's still not too late to think about hosting a get-together at one of our parks. We've got the great pavilion at Eastside Park that is wonderful to use. Just make sure to call the Office & make your reservations. One more point, about volunteers, that is what our community should be all about so thank you again for your volunteer efforts.

Mike Huber, Chairperson

Attachment B

