

**United Lost Lake Property Owners Association  
Special Meeting Minutes  
Thursday, November 2, 2017**

The special meeting of the Board of United Lost Lake Property Owners Association was called to order by President Mike Huber at 5:00 p.m. on Thursday, November 2, 2017 at 903 Missouri Drive. President Huber welcomed everyone in attendance.

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

**Absent:** Mary Anne Bortman.

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

**MOTION TO ACCEPT NOVEMBER 2, 2017 AGENDA:** see **ATTACHMENT B** (on file at the office).

**MOTION:** Dan made the motion to remove from the November 2, 2017 agenda "Garage/Shed Permit Revisions", seconded by Wes. A roll call vote was taken, and those in favor were Dan, President Huber, Jim and Wes. Barb voted no. Sue, Charlie and Charlene abstained. **(4 yeas, 3 abstentions, 1 nay)**.

**MOTION:** Charlene made the motion to accept the revised November 2, 2017 agenda, seconded by Charlie. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

**NEW BUSINESS:**

**SELECT A CONTRACTOR FOR SNOWPLOWING:** Charlie reported that two (2) snowplow quotes were received, one from Mirror Landscapes (see **ATTACHMENT C**-on file at the office) and one from Ken Oltmanns (see **ATTACHMENT D**-on file at the office). There was much discussion, including general agreement to review the bidding process next year to include season, by-event and hourly option.

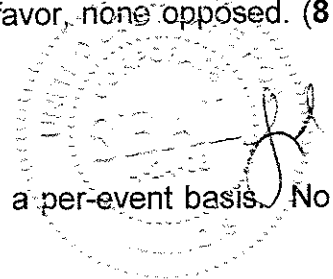
**MOTION:** President Huber made a motion at 5:34 p.m. to adjourn the special meeting to executive session, seconded by Dan. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

The special meeting was reconvened at 5:47 p.m.

**MOTION:** Wes made a motion to accept the bid from Mirror Landscapes on a per-event basis. No one seconded the motion, so the motion failed.

**MOTION:** Charlie made a motion to accept the proposal from Ken Oltmanns to snowplow the 2016-17 season for \$31.9K, seconded by Charlene. A roll call vote was taken, and those in favor were Barb, Sue, Charlie, Charlene and Jim. Wes and Dan voted no. President Huber abstained. **(5 yeas, 1 abstention, 2 nays)**.

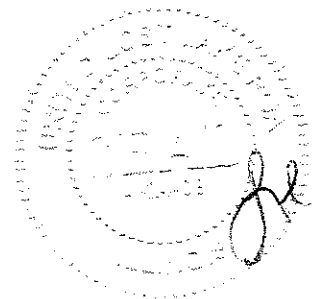
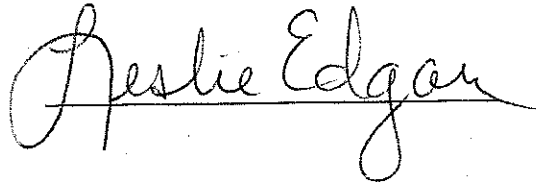
**POA SPONSORED HOLIDAY DINNER ON DECEMBER 2<sup>ND</sup>:** Sue stated a holiday dinner is planned for Saturday, December 2<sup>nd</sup> at noon, and she would like the POA to pay for this event (\$5.00 per person). President Huber suggested having a donation jar, and Sue agreed.



**MOTION:** Sue made a motion to sponsor a holiday dinner, with no cap on the dollar amount, seconded by Dan. A roll call vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**.

Barb made the motion to adjourn, seconded by Dan. A voice vote was taken, and all present were in favor, none opposed. **(8 yeas, 0 nays)**. Meeting adjourned at 6:05 p.m.

Submitted by Leslie Edgar, Office Manager



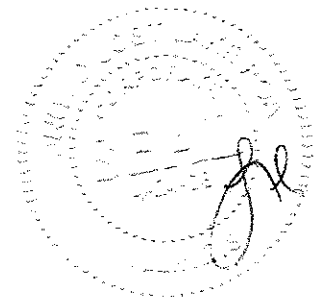
**SUMMARY OF MOTIONS MADE BY THE  
UNITED LOST LAKE POA BOARD OF DIRECTORS  
SPECIAL MEETING - NOVEMBER 2, 2017**

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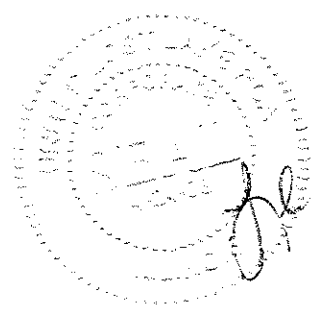


10<sup>th</sup> ANNUAL ULLPOA MEETING  
SPECIAL MEETING - NOVEMBER 2, 2017

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

1. Kathy Shambaugh 24. \_\_\_\_\_
2. Walt Shambaugh 25. \_\_\_\_\_
3. Susan Henne (Mirror Landscapes) 26. \_\_\_\_\_
4. Kristin Van Matheer 27. \_\_\_\_\_
5. Mary Sullivan 28. \_\_\_\_\_
6. Mark Stith 29. \_\_\_\_\_
7. Ter Bjork 30. \_\_\_\_\_
8. Ruth Miedema 31. \_\_\_\_\_
9. Mariana Hernandez 32. \_\_\_\_\_
10. Ken Reuband 33. \_\_\_\_\_
11. Suzanne Jones 34. \_\_\_\_\_
12. Laurie Perry 35. \_\_\_\_\_
13. Carl B. 36. \_\_\_\_\_
14. \_\_\_\_\_ 37. \_\_\_\_\_
15. \_\_\_\_\_ 38. \_\_\_\_\_
16. \_\_\_\_\_ 39. \_\_\_\_\_
17. \_\_\_\_\_ 40. \_\_\_\_\_
18. \_\_\_\_\_ 41. \_\_\_\_\_
19. \_\_\_\_\_ 42. \_\_\_\_\_
20. \_\_\_\_\_ 43. \_\_\_\_\_
21. \_\_\_\_\_ 44. \_\_\_\_\_
22. \_\_\_\_\_ 45. \_\_\_\_\_
23. \_\_\_\_\_ 46. \_\_\_\_\_

Attachment A



ULLPOA SPECIAL MEETING  
THURSDAY, NOVEMBER 2, 2017  
5:00 PM @ 903 MISSOURI DRIVE

WELCOME TO VISITORS  
ROLL CALL  
MOTION TO ACCEPT AGENDA

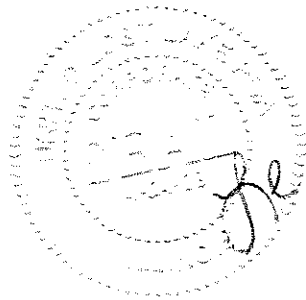
NEW BUSINESS

SELECT A CONTRACTOR FOR SNOWPLOWING

POA SPONSORED HOLIDAY DINNER ON DECEMBER 2<sup>ND</sup>

ADJOURNMENT

Attachment B



Dear ULLPOA Board,

Thank you for the opportunity to submit a snow removal bid for the 2017/18 winter season. We have been providing landscaping and snow removal services since 2003 including a wide variety of commercial and industrial clients.

We've serviced clients using 3 different snow and ice management billing formats including the seasonal bid the ULLPOA is requesting. While I wouldn't presume to tell you what the best option for your needs would be, I would recommend at least considering the other options and potential cost savings of choosing a per hour price or a per event price. I realize there are pros and cons to all 3 methods and have included some information about each format for you to consider. Based off of the last 2 winters, if we had provided the plowing your total cost you would have spent last year would have been \$29,500 for a seasonal price vs. only \$11,700 for a per event or per hour price--a savings of about \$17,800.

I did submit the bid in all formats for your review. If you have any questions, please don't hesitate to contact me!

Sincerely,



Jason Hemmer  
Operations Manager/Sales

Attachment C



Snow Removal Bid

Quote Date: 9-19-17

Rep: Jason Hemmer

Phone: 815.440.9962

Email: jason@mirrorlandscapes.com

Quote For:

ULLPOA  
903 Missouri Dr.  
Dixon, IL 61021

Snow Removal Seasonal Quote	\$29,500.00
-Per specifications of ULLPOA bid requirements	
<b>Total</b>	<b>\$29,500.00</b>

\*Price valid for 60 days from date of quote.

Approval: I authorize Mirror Landscapes, Inc. to perform the above listed services at the quoted price.

[Signature Line]

Client Signature

Date

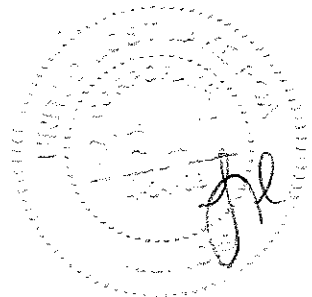
[Signature Line]

ML Rep. Signature

Date

Thank you for considering us to be your service provider, we look forward to working with you!

Attachment C

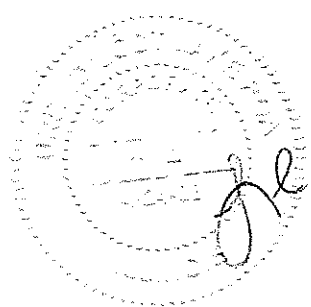


Plowing Accounts

<u>Client</u>	<u>Services Provided</u>	<u>Average Time On Site</u>
Dixon Health Care	Plow/Salting	30 min.
KSB Amboy Clinic	Full service	45 min.
KSB Lawless Clinic	Full service	20 min.
KSB Mt. Morris Clinic	Full service	45 min.
KSB Oregon Clinic	Full service	1 hour
KSB Polo Clinic	Full service	45 min.
KSB Edwards Clinic	Full service	40 min.
Snyder's Pharmacy	Plow only	30 min.
Countryside Apts. Mt. Morris	Full service	30 min.
Countryside Apts. Oregon	Full service	25 min.
Sublette Mechanical	Plow only	15 min.
Kingdom Hall Jehovah Witness	Plow/Salting	20 min.
Dixon Square Apts.	Plow/Salting	20 min.

\*Note: Accounts based on 2016/17 winter season, no signed contracts for 2017/18 season at time of submitting this bid.

Attachment C

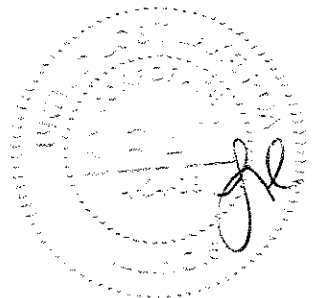




## Equipment List

- F-700 plow truck with 10' plow
- F-250 pick-up truck with 8' adjustable wing plow
- F-250 pick-up truck with 10' adjustable wing plow
- F-350 pick-up truck with 11.5' adjustable wing plow
- F-350 dump truck with 10' adjustable wing plow and 8' V-box salt spreader
- F-450 dump truck with 8' V-box salt spreader
- Bobcat S650 skidloader with loader bucket, pallet forks and 10' snow pusher

Attachment C





Snow Removal Bid

Quote Date: 9-19-17

Rep: Jason Hemmer  
 Phone: 815.440.9962  
 Email: jason@mirrorlandscapes.com

Quote For:

ULLPOA  
 903 Missouri Dr.  
 Dixon, IL 61021

<b>Snow Removal *per event bid</b>	
Snow Plowing	\$1,200.00
Salting (loading/spreading only)	\$450.00
<b>Snow Removal *per hour bid</b>	
F700 plow truck	\$110.00
Pick-up plow truck	\$75.00
Salt truck	\$80.00
Skid loader	\$80.00

\*Price valid for 60 days from date of quote.

Approval: I authorize Mirror Landscapes, Inc. to perform the above listed services at the quoted price.

Client Signature

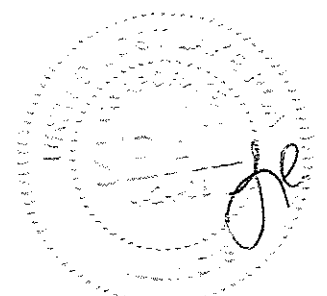
Date

ML Rep. Signature

Date

Attachment C

Thank you for considering us to be your service provider, we look forward to working with you!



## Bidding Formats

### Per Season Bid

Pros:

Easy to budget total cost  
Call backs with no additional costs

Cons:

Usually most expensive option (contractors have to bid on worst case scenarios)  
Only option for cost savings would be on an unusually heavy snow season

### Per Event Bid

Pros:

Control over service calls  
Cost savings for normal and dry winters

Cons:

Less control for areas serviced on drift clean-up work  
Less control over total cost in the event of a heavy snow winter

### Per Hour Bid

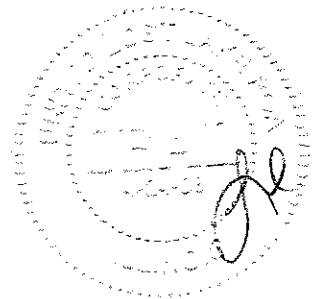
Pros:

Control over service calls  
Flexibility on drift clean-up work  
Cost savings for normal and dry winters  
Real-time tracking via customized app for client's smart phone or computer

Cons:

Less control over total cost in the event of a heavy snow winter

Attachment C



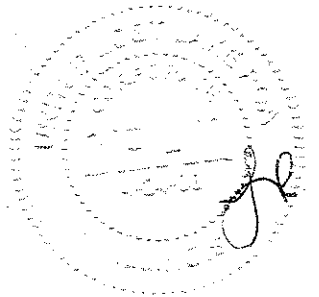
United Lost Lake POA  
903 Missouri Drive  
Dixon, IL 61021

Address Service Requested

Attachment C

RECEIVED  
SEP 18 2017  
Jp 9-18-17

United Lost Lake POA - SNOWPLOW BID ENCLOSED  
Attn: Charlie Moore, Roads Chairperson  
903 Missouri Drive  
Dixon IL 61021



**Ken Oltmanns**

1233 Lost Nation Road, Dixon, IL 61021  
815-440-2306

9/23/2017

SNOW REMOVAL PROPOSAL FOR EACH OF THE NEXT THREE (3) WINTER SEASONS BEGINNING WITH 2017/2018 AND ENDING WITH 2019/2020  
BID INCLUDES:

1. Removing snow after 2" or more have accumulated from roadways. Omission call backs if required.
2. Spreading salt and chips as required to keep roads in safe condition.
3. Equipment and labor to store and load chips and salt.

EQUIPMENT:

1. I.H. Truck with 11' plow and V box spreader
2. Ford F350 truck with 9' plow and V box spreader
3. Ford F250 truck with 9' plow
4. Chevy 2500 truck with 9' plow
5. John Deere 4X4 loader to be left at salt shed

OTHER SNOW REMOVAL RESPONSIBILITIES:

No other commercial removal contracts. Assorted driveways, all done after ULLPOA snow removal responsibilities are completed.

LENGTH OF TIME IN BUSINESS:

22 years plowing the roads of ULLPOA.

REFERENCES:

- Dan & Kathy Lee, 1750 W. Flagg Rd., Dixon, IL 61021
- John and Gina Mulholland, 1201 Timber Trail Dr., Dixon, IL 61021
- Bill and Joyce Piper, former ULLPOA residents
- Don and Betty Finn, Former ULLPOA residents
- Debbie Tessler, 4380 S. Lowden Rd., Oregon, IL

**TOTAL BID \$ 31,900.00 PER SEASON**, payable in 5 equal installments of \$ 6,380.00 and delivered to me by the first of each month beginning in December and ending in April of each of the next three winter seasons.

Respectfully,

Ken Oltmanns

Attachment D



United Lost Lake POA  
903 Missouri Drive  
Dixon, IL 61021

Address Service Requested

Attachment D

RECEIVED  
SEP 28 2017

DR 9-28-17

CAROL STREAM IL 601

26 SEP 2017 PM 4 L



United Lost Lake POA - SNOWPLOW BID ENCLOSED  
Attn: Charlie Moore, Roads Chairperson  
903 Missouri Drive  
Dixon IL 61021

51021-886303

