



## **Prestwick Homeowners Association Board Meeting Minutes**

**Thursday July 8, 2021 7:00 pm In-Person@ Prestwick CC/Teleconference**

Present: In-person: Brandon Palmer, Cathy Wrigley, Emily Jordan, Jim Nolting, Rich Zaremba  
Teleconference: Joe Carlasare, Lee Hill, Marc Steinman, Tom Kazmierczak

Absent: Greg Bird, Steve Larson

Guest: Bill Schomburg (Resident 854 Drummore) Candidate for ARC role on PHA Board

Call to Order- 7:02 pm

- June 10<sup>th</sup> Regular Board Meeting Minutes; June 17<sup>th</sup> Special Board Meeting Minutes; June 24<sup>th</sup> Special Board Meeting Minutes  
Motion to accept above June Board Meeting Minutes in whole.  
Motion Tom K. Second Jim N. (Motion approved.)
- Special Guest: Bill Schomburg. Bill has expressed an interest in the ARC Board role that Steve Larsen will be stepping away from once a qualified candidate is brought on board. Bill's has a past background starting in real estate management with his father's company running several subdivisions as well and eventually started his own company which consisted of home remodeling and deck construction in the south suburbs. After that Bill built a few homes in Frankfort/Flossmoor and took a job with the Village of Frankfort in property maintenance and eventually a building inspection for Frankfort. From there went onto Lynwood as building, zoning and planning administrator, until Bill and his wife decided to semi-retire to Arizona. Bill took a position on the planning commission and as a planner in two different Arizona communities before moving back to Illinois. Upon returning Bill took a position with BOCA (International Code Council) in Country Club Hills handling code adoption and implementation before retiring fully. Bill also spent time with Wausau Homes doing planning and implementation as well. Bill has past certifications in building inspection, etc. Father of 2 children and 6 grandchildren and interested in position due to intricacies of working with the village and residents, and comfortable in the role and learning HOA's current covenants in better detail.
- Discussion involved Lee contacting another potential candidate Debra Tracy, who was potentially interested, but could not make meeting. Brandon asked, and Lee indicated Debra is with Fox TV but could not speak to her specific ARC qualifications for HOA.

- Further discussion involved the role of the ARC Chair going forward by those members in attendance. Marc indicated interest in taking over ARC role as opposed to Entrance role, and Lee added that possibly he and Marc could co-chair the ARC role, or even take over both the Entrance and ARC roles. Brandon felt the ARC role and Entrance role are a one-person role and is best served by one individual to handle each.
- Motion made to approve Bill Schomburg as ARC Chair.  
Motion Cathy W. Second Tom K. (Motion approved) 8 for, 1 abstain (Lee), 2 absent (Greg, Steve)

### **Committee Reports:**

- **Entrances- Marc Steinman**
  - i. Indicated nothing to report other than a few lights to repair.
  - ii. Brandon indicated entrances won Beautification Award from Village this year. Brandon thanked Marc for doing entrance repairs as needed, on his own.
- **Membership- Cathy Wrigley**
  - i. Indicated PHA has three additional members than a year ago. Have five residents already pre-paid for next year.
  - ii. Thank you to Jim, Emily and Steve for passing out Membership Directories.
- **Marketing/Social Media- Emily Jordan**
  - i. Utilizing information from the Chamber and Village web pages for some information to pass along in the PHA Newsletter which may be helpful to residents.
- **Architectural Review (ARC)- Steve Larson**
  - i. With Steve absent Brandon indicated the report from Steve was standard in nature, with roof/window replacements over the past month. Brandon will let Steve know regarding the decision to bring Bill on the Board, so Steve can transition responsibilities to Bill in the near term.
- **Financial- Tom Kazmierczak**
  - i. Treasurer's report for June discussed. Three sources of revenue this past month: \$0.13 Money Market account; \$300.00 for prepaid 2022 membership dues; and \$75.00 from ads. Disbursements for June include: \$2,290.00 paid to Beary Landscape (installment 3 of 8); \$127.32 reimbursement to Marc Steinman for entrances (parts); \$590.00 paid to Beary Landscape for Aberdeen Rd. sign installation; \$15.99 to Tom Barz for web site upkeep; \$213.45 to the Village of Frankfort for water; and \$25.91 to Cathy Wrigley for envelopes. Subsequently, a check was also written to Beary Landscape for \$2,290.00 (installment 4 of 8) and issued check to Prestwick CC for \$2,500.00 for July 3<sup>rd</sup> fireworks. Reviewed balances in Operations/Money Market accounts.

Motion to approve Treasurer's report.

Motion Jim N. Second by Cathy W. (Motion approved)

- **Social**

- i. Block party reminder by Brandon PHA will provide up to \$100.00 to support a block party in each section (Aberdeen, Prestwick Dr., Shetland, Highland/St. Andrews Way) with proper social distancing. Everyone in the section must be invited (including all cull-de-sac and condos.) Cathy indicated that on August 28<sup>th</sup> her section of Prestwick will be having a block party on Glenbarr cul-de-sac.
- ii. Brandon indicated Prestwick fireworks were particularly good and weather and crowd were cooperative. Brandon has check in the mail for the HOA contribution as indicated above by Tom.

- **Security**

Lock it or Lose it reminder by Brandon.

- **Website:**

Brandon indicated website has been updated and includes new Membership Directory.

- **Governmental– Joe Carlasare**

- i. Has had repeated contact with Frankfort Police department and has been assured Frankfort Police are policing at a higher level to curb and correct speeding issues in the subdivision. Joe asked that if any members of Board hear of specific speeding pockets on their streets, to let him know. Joe will circle back with department to determine number of citations issued as relates to speeding issues, as this will help address resident's concerns.
- ii. Discussion had with Board members on current short term rental situation in the subdivision, after a number of PHA Board members had attended Village Board meeting on July 6<sup>th</sup> (after a meeting Marc and Greg had on July 2<sup>nd</sup> with village administration.) Brandon asked if Marc had had a chance to fully document his analysis on the Village ordinance and Marc indicated he had not, but could, if still needed after recent meetings he and Greg had with the village. Felt Village legal team were working off information Marc provided during June 21<sup>st</sup> Village Board meeting. Marc feels Village has every right to modify current ordinance to address issue, even as a non-home rule community. Feels Village's legal team has indicated they need to enhance and better define certain portions of the ordinance going forward.

Joe indicated after previous Special Board Meeting on June 24<sup>th</sup> it was his understanding that Greg, Marc (and Joe) were going to put together a legal opinion/assessment on enforceability of Village ordinance. Subsequently, Joe reached out to Rob Piscia the Village Administrator, and Rob indicated the Village's legal team had concerns about the viability of enforcement of the ordinance. Joe did an analysis himself on the ordinance and came to the same conclusion, that currently it is unenforceable. Joe referenced certain points within the ordinance that stand out, potentially making this ordinance unenforceable. Feels a plan that was agreed to during the HOA's June 24<sup>th</sup> Board meeting was not adhered to.

Joe indicates the HOA Board needs to decide on what its' views are and have an official/formal opinion on this issue going forward, either through legal counsel or other means. Both Marc and Joe agree that hiring legal counsel from the outside is not a necessity, however Joe feels that some opinion should come from the HOA Board whether this ordinance is enforceable or not.

Brandon indicated that Jim suggested possibly tapping into Ray Rossi's thoughts on this matter being a Prestwick resident, former mayor and current Will County judge. Joe indicated Ray could not issue an advisory position on this issue as a sitting judge.

Marc indicated Greg left last Village board meeting that HOA would like Village to continue to understand what their options are, investigate enforcement, see how HOA could assist and keep monitoring issue.

Joe recommends that the HOA gets the Village to amend the current ordinance. Include clear definitions, clear enforcement and done as soon as possible. Indicates there are model ordinances from many other municipalities that can be presented to the Village as a model. Brandon asked and Joe will provide model ordinances that can be provided to Village officials to examine and possibly modify ordinances that are rock solid and have been tested in the courts. Joe asked Marc and Marc agreed that the Village has implied they are willing to put a new ordinance in place and waiting on their legal team for input.

Joe feels real model/s that are working should be put in Village's hands as soon as possible to look at and assist them in modifying current ordinance and not bicker over the old ordinance but look to move forward with a new ordinance which addresses the issue. Lobbying should accompany this as needed to move forward, with HOA Board all on the same page with a united front on new ordinance. Feels everyone trying to get to same outcome on this issue and that work already done by Greg and Marc appreciated.

Brandon thanked everyone for their time and effort going forward and felt solid game plan in place. Brandon committed to sending an email to everyone on HOA Board explaining the plan going forward, with Joe looking up other municipal town ordinances to present to the Village.

- **Code Enforcement- Brandon Palmer**

- i. Current homeowner issues discussed and monitored, and majority of last month's list of issues have been cleaned up. Few ongoing issues are being monitored by

Brandon and Dena Petraitis at Village of Frankfort including above ground pool; boat stored in resident's driveway; and high grass/bushes on Aberdeen Rd. entrance. Jim mentioned a tree down along the stream on Aberdeen Rd. and Lee updated the status on this issue.

- ii. Brandon comment on Prestwick having 20 Beautification award winners this year. Tied with the Old Town subdivision. Indicated Village will put up Beautification award signs at entrances maintained by the HOA, through Labor Day.

- **Legal**

- No new report.

- **E-Newsletter**

- i. Will include list of Beautification Award winners in next Newsletter.

Next meeting date: Thursday August 12<sup>th</sup> 7:00 pm at PCC/teleconference.

Motion to adjourn the meeting.

Motion Jim N. Second by Cathy W. (Motion approved)

Meeting Adjourned 8:43 pm

Respectfully submitted,

Rich Zaremba, Secretary