



Prestwick Homeowners Association Board Meeting Minutes

Thursday August 12, 2021 7:00 pm In-Person@ Prestwick CC/Teleconference

Present: In-person: Brandon Palmer, Cathy Wrigley, Rich Zaremba, Joe Carlasare, Bill Schomburg, Marc Steinman

Teleconference: Emily Jordan, Tom Kazmierczak

Absent: Greg Bird, Lee Hill, Jim Nolting

Call to Order- 7:01 pm

- July 8th Regular Board Meeting Minutes.
 - Motion to accept above July Board Meeting Minutes
 - Motion Joe C. Second Cathy W. (Motion approved.)

Committee Reports:

- **Entrances- Marc Steinman**
 - i. Nothing significant to report other than replaced controller at Aberdeen entrance, as well as purchased additional new connectors.
 - ii. Indicated Aberdeen Road entrance in poor condition due to end of seasonal life on plantings and will talk to Beary Landscape on when fall plantings will go in, as well as revisit contractor's weekly contractual obligations.
 - iii. Cathy indicated that due to concerns expressed from some homeowners, Cathy contacted Terry Kestel from Public Works Department and obtained multiple gallons of street sign/post paint and repainted those street signs in subdivision that were in poor condition. Surplus paint will be returned to Public Works Department.
 - iv. Public Works Department has recently replaced the base of some subdivision lights, particularly on Aberdeen Road and will also be working on replacing existing street signs in deteriorating condition.
- **Membership- Cathy Wrigley**
 - i. Indicated PHA has two new members for July, two new members for August and a few additional prospective members she will be talking to in the next few weeks.
 - ii. Brandon offered thanks to Cathy and other Board members who helped pass out Membership Directories over the past month.

- **Marketing/Social Media- Emily Jordan**

- i. Social media going fine and no major updates.

- **Architectural Review (ARC)- Bill Schomburg**

- i. Brandon thanked Bill for taking on the ARC role, and the multiple requests that Bill had to deal with early on this past month.
- ii. Has one pending request regarding removal of trees on St Andrew's property and has call into Adam Nielsen at Village of Frankfort regarding request for input. Thought process is if tree/s diseased or dead removal acceptable, however, if tree/s are still viable, the decision would rest with the Village to make the determination. Relandscaping is also requested, and Village ordinances would need to be followed.
- iii. No update on demolition/construction of Varner residence. Brandon suggested Bill follow up with Steve Larson to see if he has received any updates on the process.
- iv. PCC driving range lot on Prestwick Dr. beginning to move forward with basement walls framed, and there are no updates on construction moving forward on Prestwick Properties lot.
- v. New request for construction at 1003 Prestwick Dr. has been moved onto third party architectural review, hearing no concerns from the PHA Board.

- **Financial- Tom Kazmierczak**

- i. Treasurer's report for July discussed. Two sources of revenue this past month: \$0.11 Money Market account; \$300.00 for prepaid 2022 membership dues. Disbursements for July include: \$2,290.00 paid to Beary Landscape (installment 4 of 8); \$2,500.00 to Prestwick CC for July 3rd fireworks; \$412.67 to Village of Frankfort for water; \$70.00 to Eternally Green for fertilizer and \$105.72 reimbursement to Marc Steinman for entrances (parts); Reviewed balances in Operations (\$10,345.23)/Money Market account (\$14,066.65).

Motion to approve Treasurer's report.

Motion Cathy W. Second by Marc S. (Motion approved)

- **Social- Brandon Palmer**

- i. Block party reminder that PHA will provide up to \$100.00 to support a block party in each section (Aberdeen, Prestwick Dr., Shetland, Highland/St. Andrews Way.) Everyone in the section must be invited (including all cull-de-sac and condos.)

- **Security- Brandon Palmer**

Lock it or Lose it reminder.

- **Website- Brandon Palmer**

Website has been updated to date.

- **Governmental- Joe Carlasare**

- i. Continued contact with Frankfort Police department regarding the speeding concerns throughout the subdivision and has been assured Frankfort Police are policing at a

- higher level and doing regular checks to address speeding issues in the subdivision. Has not heard of additional complaints from residents.
- ii. The Village is proceeding with the text amendments to address ordinance modifications for vacation rentals, and these will be heard at the August 26th Plan Commission meeting. The Village administration anticipates the language passing at which time they will bring the ordinance for the vacation rentals with reference to the zoning ordinance at the September 7th Village Board meeting (reference: August 12th email Rob Piscia to Greg Bird and Marc Steinman.) The owner of the house listed on Airbnb has confirmed to the Village all their rentals are done and the resident is no longer advertising on Airbnb. Feeling is as this moves along at Village level, no longer need to attend additional meetings on behalf of PHA.
 - iii. Brandon thanked Greg, Marc and Joe for moving this issue forward on behalf of PHA residents over the past two months.
 - iv. Fall Fest appears, at this point, to be on as in the past, albeit any modifications that may be enacted through the Governor's office prior to festival start.
- **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 the Village.
 - **Legal- Brandon Palmer**
 - i. No new report.
 - **E-Newsletter-Emily Jordan**
 - i. Will put in next PHA Newsletter upcoming list of Village events. Upcoming block party pictures will be included, as well.
 - **Miscellaneous**
 - i. Tom advised addendum comments to Treasurer's report above to include receipt of the additional July membership dues, so reflected already in his approved Treasurer's report. No changes to approved report as submitted.

Next meeting date: Thursday September 9th 7:00 pm at PCC/teleconference.

Motion to adjourn the meeting.

Motion Marc S. Second by Joe C. (Motion approved)

Meeting Adjourned 8:00 pm

Respectfully submitted,

Rich Zarembo, Secretary