



Prestwick Homeowners Association Board Meeting Minutes

Thursday September 9, 2021, 7:00 pm In-Person@ Prestwick CC/Teleconference

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

Teleconference: Lee Hill, Emily Jordan, Tom Kazmierczak, Jim Nolting

Absent: Greg Bird, Marc Steinman

Guest/s: Erin/John Varner (Incoming Prestwick residents- 613 Prestwick Drive)

Call to Order- 7:00 pm

- August 12th Regular Board Meeting Minutes
 - Motion to accept above August Board Meeting Minutes
 - Motion Lee H. Second Cathy W. (Motion approved.)
- Special Guest/s: Erin/John Varner.

Discussion involved Bill reviewing where the submittal for the new residence at 613 Prestwick Drive currently stood, and the new request from the Varners to replace the covered breezeway with a roof connecting the home to the garage with a pergola style trellis breezeway as an alternative. Erin Varner discussed why the new request was made with the PHA Board and answered the Board's questions throughout the discussion.
- The PHA Board took this request under consideration, and a motion was made by Cathy and seconded by Joe that a permanent attached structure with a roof would continue to be requirement for the breezeway attachment, between house and garage, as opposed to a patio style trellis breezeway at 613 Prestwick Drive.

A vote was taken by the Board with 9 (nine) yes, and 2 (two) absent. (Motion approved.)

Brandon indicated he will pass this decision along to the Varners.

Committee Reports:

- **Entrances- Marc Steinman**

- i. No report. Marc was absent. Tabled was Marc's request to discuss the Prestwick Drive entrance water main situation.

- **Membership- Cathy Wrigley**

- i. Three new families have joined the PHA since last month.
- ii. Cathy provided a visual on percentage of PHA memberships for this year in each area of Prestwick for the Board. Current total membership of residents is 67%.
- iii. Met with the Caldwell residents of 707 Colony Lane concerning flooding in backyard, and information provided by Brandon concerning the flood plain. Also brought up other concerns the resident had.
- iv. This year PHA has ten pre-pays and last year at this time PHA had four.
- v. Several PHA residents have brought up the issue of the current condition of street signs in the subdivision. Some have been replaced, but many others appear to be at end of life. Has discussed with Terry Kestel from the Village Public Works Department. Joe discussed issue as well and discussions with Terry on replacement and consistency of signs in Prestwick, whether replacements occur as needed or full replacement of all signs is requested in a similar design. Public Works is looking for direction from PHA Board going forward. It was agreed to table this issue with Public Works until Spring, (after winter) and then bring back up with Terry Kestel.
- vi. Brandon commented that Prestwick residences are continuing to go on the market on a consistent weekly basis.

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

- i. No new update and residents are utilizing social media and Facebook actively.

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

- i. Indicated several trees coming down and outdoor maintenance is very active right now and Bill has suggested residents should discuss with Village any necessary permits needed for tree removal. Discussed an issue on a resident's sewer pipe replacement and it was felt by the Adam Nielson of the Village's Building Dept. a permit was not necessary if the contractor was licensed. Considered maintenance.
- ii. Has heard nothing on residence at 1012 Prestwick Drive that had the garage fire and Brandon suggested Bill get in touch with Adam Nielson of the Village to get an update.
- iii. Lee brought up past issue of hedges/weeds off of Aberdeen Rd. entrance and responsibility for upkeep. Brandon has indicated that upkeep is part of Golf View Association's responsibilities. Dena Petraitis, Code Enforcement Specialist from the Village has let them know.

- **Financial- Tom Kazmierczak**

- i. Treasurer's report for August discussed. Sources of revenue this past month: \$0.12 Money Market account; receipts for month of August were \$800.00 for Plan Review;

and \$300.00 for prepaid membership dues. Disbursements for August include: \$2,290.00 paid to Beary Landscape (installment 5 of 8); \$42.92 to Tom Barz for web site upkeep; \$156.00 to Brandon Palmer for website reimbursement; \$100.00 to Catalyst Consulting for web site expense; \$398.44 to the Village of Frankfort for water; \$620.00 to ARC for Plan Review and \$100.00 to Cathy Wrigley for block party expenses. Subsequently, a check was also written to Beary Landscape for \$2,290.00 (installment 6 of 8.) Reviewed balances in Operations/Money Market accounts.

- ii. Indicated there were problems with meter reading on Highland Road entrance and Village has rectified this issue.
- iii. Would like Board to think about any new capital expenditures for 2022. Joe made comment that the Bitternut subdivision is considering entrance cameras, and possibly that is something Prestwick may wish to examine in 2022 as well.

Motion to approve Treasurer's report and table Prestwick Drive entrance water main situation (as so noted under Entrances.)

Motion Cathy W. Second by Joe C. (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.) Everyone in the section must be invited (including all cull-de-sac and condos.)

- **Security**

Lock it or Lose it reminder by Brandon.

- **Website:**

No report.

- **Governmental– Joe Carlasare**

- i. Frankfort Police department has indicated they have written 11(eleven) speeding tickets in June/July in the subdivision.
- ii. Has discussed resident street signage issue as so noted above under Membership.

- **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/Adam Nielson of the Village of Frankfort including weeds growing by the creek on Aberdeen Rd.; logs in a resident's yard; dead tree removal; high weeds/bushes at Aberdeen Rd. entrance; and resident construction of a retaining wall. Brandon will add to his list tall weeds on the parkway of a resident and a boat stored in a resident's driveway, as detailed by Cathy.
- ii. Bill asked what the Village's position was on homeowner responsibility for parkway/easement maintenance.

- **Legal**

No new report.

- **E-Newsletter**

- i. Will highlight Fall events for the third page, highlight local businesses and put out a call for Fall/Halloween pictures.
- ii. Joe asked if there any known Halloween restrictions for residents.

Next meeting date: Thursday October 14th 7:00 pm at PCC/teleconference.

Motion to adjourn the meeting.

Motion Cathy W. Second by Joe C. (Motion approved)

Meeting Adjourned 8:11 pm

Respectfully submitted,

Rich Zarembo, Secretary