



Prestwick Homeowners Association Board Meeting Minutes

Thursday May 13, 2021 7:00 pm via Teleconference

Present: Brandon Palmer, Cathy Wrigley, Joe Carlasare, Bob Johnson, Emily Jordan, Tom Kazmierczak, Lee Hill, Steve Larson, Jim Nolting, Rich Zaremba

Absent: Greg Bird

Guests: Jessica Ryan (resident); John Varner (new incoming resident); Marc Steinman (incoming new board member/Entrances)

Call to Order- 7:02 pm

- April Board Meeting Minutes
Motion to accept April Board Meeting Minutes.
Motion Lee H. Second Cathy W. (Motion approved.)

Guest Comments:

- Jessica Ryan-
Concern over recent drag racing on Prestwick Drive, and has again contacted Frankfort Police Department regarding this issue. Police department has indicated they will contact individual residences involved. Ongoing issue for several years, and issue is back again this year as weather breaks. Is asking again if PHA can step in, in any way, and help mitigate the issue, with a suggestion of seasonal speed bumps. Jessica has talked to Joe about this, and Joe has talked to the mayor and various trustees in the past. Brandon suggested, and Joe agrees, to bring this situation forward to the new mayor, trustees and the Traffic Advisory Committee of the village again. Joe will keep Jessica and Board apprised.
- John Varner-
Steve went over the architectural review process on the renderings of the new Varner residence, and the PHA requirement to add a breezeway to the detached garage John requested. John has now come before the PHA Board asking that the breezeway requirement be eliminated, and new renderings now include moving the garage closer to the residence, in the hopes of eliminating the breezeway.

The proposed color of the house was also discussed by John and the board as a secondary issue.

Steve agreed to get back to John after further discussion by the board on these issues.

(A subsequent email vote was taken by the PHA Board based upon John Varner's request on a new Prestwick Dr. residence for approval on a variance to PHA's covenant requiring an attached garage. John is proposing constructing a fully detached garage which would eliminate the breezeway used to attach the garage to the new residence. By a board vote of 8-1, with one member absent, the PHA board agreed to uphold the PHA covenant and is requiring the breezeway to attach the garage to the new Varner residence.)

Committee Reports:

- **Entrances- Bob Johnson**

- i. Beary Landscape will come out on May 24th and install annual flowers and will pick up the new entrance stone for Aberdeen Rd. north side entrance and install at same time. Bob will be in contact with Excel to install new spotlight after stone installed.
- ii. Carefree was out this week for the sprinkler start up. Bob will stop out in next day and check that all entrances are good.
- iii. Bob will ensure via email that Carefree and Beary vehicles are parked away from the entrances when work is being done for safety.
- iv. Bob previously proposed moving from Eternally Green for weed control for entrance beds this year (\$260.00/year.) However, the PHA signed a 3-year agreement last year with Eternally Green. It was decided to stay with Eternally Green for this year, and terminate agreement for next year.
- v. Bob indicated it will be his last meeting on the board and Brandon thanked Bob for all his work and time on the board.
- vi. Brandon asked Marc to update board on his background. Previous PHA board member

- **Membership- Cathy Wrigley**

- i. Vigorous movement of houses selling. Last year had \$26,800.00 in membership dues collected. This year have \$27,200.00 Still have 19 'Yes to No's' on list from last year to re-up for membership renewal.
- ii. Finalized member list sent to Brandon for email contacts. Handled directory ad renewal for Membership Directory and ahead of last year, so should not incur a cost for the Directory this year. Directory should be ready by June meeting and looks to have board help distribute.
- iii. Asked Rich to go through basics on potential of utilizing FRONTSTEPS for new web based PHA management and their features. Will spend more time in the next few months in further researching feasibility.

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

- i. Brandon has article in place regarding ARC process for next newsletter.

- **Architectural Review (ARC)- Steve Larson**

- i. Discussed current resident requests granted, including update on new home variances requested. The largest issues before ARC are the Varner residence request, the recent lot sold on Prestwick Dr. and building movement going forward on the PCC driving range lot.
- ii. Brandon indicated nothing further to report on the Prestwick Properties lot.

- **Financial- Tom Kazmierczak**

- i. Treasurer's report for April discussed. Deposit this past month of \$400.00 for membership dues and minimal interest income earned from money market account. Reviewed balances in Operations/Money Market accounts. Bills paid for April include an installment of \$2,290.00 paid to Beary Landscape and check issued for Bromberek Stone for \$1,305.00 for Aberdeen Rd. entrance. \$700.00 collected from Village of Frankfort toward Aberdeen Rd. stone.
- ii. Financially in good shape. No current open bills. Upcoming bills may include fireworks for this year, Beary Landscape, Excel Electric for Aberdeen Rd. entrance and incoming water bills.
- iii. Brandon asked for motion to approve Treasurer's report.
Motion Steve L. Second by Jim N. (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.)
- ii. Cathy spearheaded Village Earth Day cleanup at of Sauk and Harlem and had 18 volunteers and had 25 bags of garbage collected.
- iii. Greg hosted free tree giveaway for residents with Kay McNeil and gave away all 225 trees.
- iv. Brandon indicated PCC is hosting July 3rd fireworks this year. Brandon discussed expected cooperative expectations by PCC for possible PHA contribution. Board discussed and decided to move forward the budgeted \$2500.00 toward the fireworks for a vote.
Brandon asked for a motion to contribute \$2500.00 toward the PCC fireworks this year.
Motion Jim N. Second by Lee H. (Motion approved)

- **Security**

- Lock it or Lose it reminder by Brandon.

- **Website**

- Brandon will update after completion of new Membership Directory.

- **Governmental– Joe Carlasare**

- i. Indicated nothing further to report other than that previously covered under speeding issues along Prestwick Dr.

- **Code Enforcement- Brandon Palmer**

Brandon thanked Dena Petraitis from Village of Frankfort Code Compliance for continued help on on-going issues. All current homeowner issues continued to be discussed and monitored, including: POD storage unit on residence property; multiple lawn mowing issues; new shed base removal; oak tree/log removal in various yards; and front Aberdeen Rd. issues involving bushes. Dena has asked Brandon to prioritize code enforcement list.

- **Legal**

No new report.

- **E-Newsletter**

Covered earlier in meeting under Marketing/Social Media.

Next meeting date: Thursday June 10th 7:00 pm at PCC as determined or via teleconference.

Motion to adjourn the meeting.

Motion Steve L. Second by Jim N. (Motion approved)

Meeting Adjourned 9:10 pm

Respectfully submitted,

Rich Zaremba, Secretary