



MANAGEMENT UPDATE



Park Forest Cooperative IV Area E

August, 2019



National Night Out August 6th - Court E-10



AREA E BOARD OF DIRECTORS

- Joe Smith, CCD, President
- Ken Price, Vice-President
Planning Commission Co-Chair
- Barbara Jackson, CCD, Secretary
Member Satisfaction Commission Chair
- Sharon Walker, Treasurer
Finance Commission Chair
Green Commission Chair
- Joel Ramirez, CCD, Director-at-Large
Planning Commission Co-Chair
- Barb Varner, Director-at-Large
Membership Chair

The Member Satisfaction Commission will be hosting a get-together in Court E-10 for the Membership to interact with your neighbors and the Park Forest Police Department from 6:30 p.m. to 8:30 p.m. on Tuesday, August 6th, 2019. During the event, residents in neighborhoods across the nation are asked to turn on their porch lights, lock their doors, and spend the evening outside with their neighbors. Please mark the date on your calendar and join us in Court E-10. Feel free to bring a lawn chair to sit and converse with your neighbors and visiting Police Officers. We



AmeriCorps

The AmeriCorps team being housed in our area has arrived!! The team is working on community service projects throughout our Village until the beginning of September. If you see some of the team, please welcome them. They

IMPORTANT DATES

- August 28th -- Board Meeting @ 7:00 p.m.

ALL MEETINGS ARE HELD IN THE



Reminders



Don't forget you cannot store gas lawn mowers, grills, gas cans, any flammable liquids, etc., on your front or rear porch or anywhere outside of your unit. In addition to these items, you cannot store or utilize a fire pit on either porch. These items are not allowed as they are fire hazards. If any of these items are found on the front or rear porch, or anywhere outside of your unit, you may be fined. Thank you for your



CodeRed Notification



If you have not registered for the Village's emergency notification system, CodeRed, to be called in times of emergency, please do so. The Village uses this system to inform residents of Park Forest about emergency situations, such as the recent boil order. To enroll, visit the Village's website,

QUARTERLY FURNACE FILTER REPLACEMENT

Please be advised that our quarterly furnace filter replacement will begin on Monday, August 5th. The schedule is as follows:



- Monday, August 5th—Courts E-1 and E-2
- Tuesday, August 6th—Courts E-3 and E-4
- Wednesday, August 7th—Courts E-5 and E-6
- Thursday, August 8th—Courts E-7 and E-8

- Monday, August 12th—Court E-10
- Tuesday, August 13th—Courts E-11 and E-13
- Wednesday, August 14th—Court E-14
- Thursday, August 15th—Elm and Gerstung duplexes



Basements



Please remember, the Cooperative is not responsible for property stored or kept in basements. If there is water in your basement, the Cooperative will repair the problem, although water does travel to other spots to surface, but will not assume responsibility for any personal items that may be damaged. Also, make



A Helpful Hint from the Maintenance Supervisor



To help avoid water damage to your bathroom floor and kitchen ceiling, please point your showerhead into the bathtub. The bathroom floor should be dried after the shower or bathtub is used. While bathmats can be helpful, you should not let a wet bathmat sit on the floor. Using a shower liner in addition to the shower curtain is strongly advised. If there is water damage to your kitchen ceiling that comes from water on the bath-



Nicor - Meter Modernization



3P Utility Services - Tribus Services is working on behalf of Nicor Gas to install a two-way communication device on the existing natural gas meter at each unit to automate the meter reading process. The two-way communication device automatically collects natural gas usage information and securely sends it to Nicor Gas, helping to eliminate estimated bills. If your gas meter is inside your unit, you can call to schedule an appointment at 833-410-9592. The installation of this device does not necessarily mean the new meter is immediately activated. Ultimately, the modernization of the Nicor Gas meters will alleviate the need to set up



Upkeep of Grounds



Please help us keep the grounds clean. Keep garbage in bags and neatly stacked. Let's work together to



Garbage Pick Up



All garbage cans must have a lid to deter animals from digging through garbage. Failure to provide a lid will result in a fine. Also, while bulk items and/or excess garbage may be placed out for pick up twice a week, Tuesdays and Fridays, they must be put in the appropriate place or else Star Disposal will not pick them up. Failure to place garbage in the correct areas may result in Star Disposal leaving your garbage where you placed it, and the Cooperative picking it up. If this happens, you will receive a ticket for placing garbage out in the incorrect area in addition to the dump fee. Please also remember, bulk items and/or excess garbage



Marketing Report—Available Units



To aid in the sale of your unit, contact the Cooperative Office and give permission for the staff to

2 Bedroom Interior

E-1	\$14,400
E-5	\$13,900
E-8	\$15,400
E-11	\$15,400

2 Bedroom End

E-2	\$22,000
E-13	\$25,100

2 Bedroom DU/CT

E-8	\$28,500
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WELCOME!

Jason Hefner
Thomas Perkins

3 Bedroom End

E-3	\$24,400
E-7	\$28,400
E-10	\$26,400
E-11	\$22,400

3 Bedroom DU/SD	\$28,400
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Don't forget, you will receive a \$100 referral fee for a person that purchases a unit and lists your name on the



Highlights From The July Board Meeting

The July meeting of the Board of Directors was held on Wednesday, July 24th, 2019. All Board Members were in attendance. There were five Shareholders in attendance. The Executive Session and General Session Minutes of the June 26th, 2019, Board Meeting were approved. Shareholder comments included the grub control treatment, landscaping services, the AT&T fiber-optic service in our area, fireworks and subsequent Complaint Forms, the NICOR meter modernization program and activation, water in basements and sewer back-ups, and the disbelief when hearing how some Shareholders talk to and treat the Maintenance and Management Staffs. There were two new Shareholders approved for Membership. Luis Hernandez, Maintenance Supervisor, reported move-out units have been completed, backdated work orders are being completed, Family Waterproofing has repaired water issues with more to be done, air conditioner calls have been handled, hot water heaters have been replaced, meetings have been held

with concrete companies, carpenter ants have been treated, and Climate Control replaced two air conditioners. Clarification was made on Board of Director Conference attendance. Sandy Isaac, Property Manager, reported there were 11 units on the market with one contract and one Cooperative-owned unit, the AmeriCorps team is being housed in the Cooperative-owned unit and one Shareholder-owned unit on the market, an ad for the Cooperative was placed in the Metropolitan Alliance of Police Ad Book, a site inspection took place for NCB, the importance of all Shareholders to be signed up for the CodeRed notification system with the Village of Park Forest after the recent water boil order, water was shut off for certain courts for work the Village of Park Forest was completing for water main work and fire hydrant replacement, and the Member Satisfaction Commission is hosting a get-together for National Night Out on August 6th, 2019, in Court E-10 from 6:30 p.m. to 8:30 p.m. Joe Smith, President, again encouraged Shareholders to

submit their nominations for the Yard Beautification Awards. Sharon Walker, Treasurer, reported the Cooperative earned \$1,558.43 in interest on a MaxSafe CD, the Cooperative's financial advisor is looking into the best option to renew a \$250,000.00 CD, the 2018 Second Installment Real Estate Tax Bills will be paid in the total amount of \$233,486.57 for the five parcels, and the total amount of real estate taxes for 2018 was \$4,804.11 less than 2017. Joel Ramirez, Planning Commission Co-Chair, reported that no Shareholders attended the last Commission Meeting, but they discussed additional swails to assist with water issues, installing aluminum flashing around the doors, and possibly contracting with the Village of Park Forest to repair Elm Street with Luis Hernandez. The next Commission Meeting will be September 16th. Barbara Jackson, Member Satisfaction Commission Chair, reported the Commission will host a get-together for National Night Out on August 6th, a picnic for Court E-10 will be held on August 17th



Helpful Hints from our Groundskeepers



If you choose to use Miracle-Gro or other plant food, please remember that you are not only feeding your plants, but also the weeds. We have noticed that plants in the court sign flower beds may have been sprayed with weed killer of some sort. Please understand replacement of the damaged plants is a cost to the Cooperative. If the source is determined, fines and replacement costs will be assessed.



Sustainability Award



The Park Forest Environment Commission is currently accepting nominations for the Sustainability Award. If you know someone who makes great use of rain barrels, rain gardens, raised planter beds, bikes to work, is a proactive recycler, or a host of other sustainable practices, you can nominate them for a Sustainability Award. To nominate someone, visit www.villageofparkforest.com/sustainabilityaward or fill out



Farmer's Market



The 55th annual Park Forest Farmer's Market sponsored by the Village of Park Forest is open! The Market is open every Saturday through October, from 7:00 a.m. to 12 p.m., for shopping, food, and entertainment. The Park Forest Farmer's Market is located at 152 Main Street. This is the lot directly across from the Victory Center next door to Dollar General. Come to the Main Street Market to meet

Park Forest Cooperative IV Area E
August, 2019

66 Fir Street
Park Forest, IL 60466

Phone: 708-748-9005
Fax: 708-748-7004
Emergency Maintenance: 708-754-2003



AREA E COOPERATIVE STAFF

Sandra J. Isaac, RCM, CCM, CAM, Property Manager

Tanya Pope, Office Assistant

Roxanne Shutts, Maintenance Secretary

Katie Paraday, Sales/Bookkeeping

Luis Hernandez, Maintenance Supervisor

Juan Vega, Maintenance Staff

Eric Lewis, Maintenance/Groundskeeper

Julian Desiderio, Groundskeeper

Mission Statement

Our mission is to work as a team, and fulfill the needs of the Members by providing quality service and workmanship, in a timely and professional manner in order to achieve the highest level of satisfaction of our Members.

If we fail to meet this mission in any way, please let us know so that we can improve our service and workmanship standards to



www.parkforestcooperative.org



NOTE: Please note that the "Highlights From The Board Meeting" section of the *Update* are not to be confused with the actual Board Meeting Minutes which are approved by the Board of Directors. This section is to provide you with open communication regarding discussions at the Board Meeting for those of you who cannot attend. Approved Board Minutes are available for your review in the Cooperative Office by request to the Board of Directors. Members can

Grounds Warning Tickets

Please remember, only one grounds warning ticket is issued to a unit in a calendar year. For example, if you received a warning ticket in May for weeds and in August it is noted that your grass needs to be cut, no warning ticket will be issued. The grass will be cut and the appropriate fee will be assessed. Grass may not ex-

Work Orders

Please call in work orders for any problems you may encounter, no matter how small they may seem. Repairing problem areas early on will avoid larger problems. For example, if you notice bubbling of paint or sagging of a ceiling, please call the Office as this may be the sign of a leak. Thank you for your cooperation!!

Damage to Property

Please make sure that children and guests abide by all Cooperative rules. If Cooperative property is damaged, ultimately all Cooperative Shareholders pay. Carrying charges may be affected to account for repairs to the property. In order to help keep carrying charge increases to a minimum and keep Area E a beautiful place to live, please make sure to abide by the rules. Thank you for your cooperation!



Flower Reimbursement



The Cooperative will again reimburse Members for their purchase of flowers. You will be reimbursed half of your purchase price up to \$25.00. Those looking for reimbursement must bring their itemized receipts into the Office. Flowers and bushes are the items eligible for this reimbursement. Receipts
