



MANAGEMENT UPDATE



Park Forest Cooperative IV Area E

July, 2019

Happy 4th of July!!

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

IMPORTANT DATES

- July 15th - Planning Commission Meeting @ 6:30 p.m.
- July 16th—Member Satisfaction Commission Meeting @ 7:00 p.m.
- July 24th -- Board Meeting @ 7:00 p.m.

ALL MEETINGS ARE HELD IN THE COOPERATIVE OFFICE.



Celebrate the 4th of July right here in Park Forest! At 6:00 p.m. the July 4th Parade will begin at Main Street and Orchard. The parade route provides



plenty of opportunity for viewing, as the parade winds its way around Central Park. It will continue from Orchard to Westwood, then onto Lakewood, ending just past Central Park. The festivities will continue at 7:00 p.m. with a free concert on the main stage on the Village Green (Main St. & Cunningham Dr.). BBI will perform classics from Motown, R&B, Rock and Roll, and even current dance hits. The evening finishes with fireworks that will begin at 9:15 p.m. The fireworks will be launched from



Office Closing



Due to the 4th of July holiday, the Cooperative Office will be closed on Thursday, July 4th, 2019. We will re-open on Friday, July 5th, 2019, at 9:00 a.m. If you have a maintenance emergency, please



August 6th - National Night Out - Court E-10



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. National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer. We hope to have a good turn out! Please mark the date on your calendar and join us in Court E-10.



Beautification Awards



Please remember to nominate your favorite yards for the 2019 Yard Beautification Awards. A copy of the map of our Area is enclosed to assist in nominating the correct address for your favorite yards! Please take time to walk through our lovely property and nominate yards you believe deserve to win an award. There can be 60 winners! Pictures will be taken of the nominated yards as the nominations are received in the Office, and the Board of Directors will then determine the winners. The deadline for nominations

Handyman Service

The Board of Directors made a decision to suspend the handyman service indefinitely in order for the Maintenance Department to complete unfinished projects and back-dated work orders. However, grounds handy-



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



Growing Green Recycle Fest



The Growing Green Recycle Fest is an event for the disposal of televisions, household batteries, used shoes, used eyeglasses, document destruction, and more! It is being held on Saturday, July 27th, from 8:00 a.m. to



Pet Reminders



Please be careful and mindful of your neighbor's and other private property and gardens when walking your pets. The *House, Grounds, and Member Relations Manual*, states on Page 23 that Members must be in compliance with Village Ordinances in regard to pets. This includes allowing your dogs and/or cats to run loose. These are ticketable offenses! Failure to abide by the rules of the Cooperative or the Village of Park Forest may result in fines.

Also, please remember to review your *House, Grounds and Member Relations Manual* with any other ques-



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 will be accepted through November 29th, 2019. Thank You!



FREE!



A Cooperative Member has ten retaining wall bricks. They are 8" x 9" x 4". If you are interested in



FOR ADOPTION



These kittens are available for adoption for only \$45 each to cover their spay/neuter and any vaccines they may need. Call (708) 679-1398 if you are interested!



Marketing Report—Available Units



2 Bedroom Interior

E-1	\$14,400
E-8	\$15,400
E-14	\$12,400

2 Bedroom DU/CT

E-8	\$28,500
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3 Bedroom End

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

2 Bedroom End

E-2	\$25,400
E-10	\$18,500

WELCOME!

**Janice Whatley
Victoria Garrett
Maritza Najera**

3 Bedroom DU/SD

\$28,400

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

Don't forget, you will receive a \$100 referral fee for a person that purchases a unit and lists your name on the application.



Highlights From The June Board Meeting

The June meeting of the Board of Directors was held on Wednesday, June 26th, 2019. All Board Members were in attendance with the exception of Joel Ramirez, Director-at-Large. There were five Shareholders in attendance. The Executive Session and General Session Minutes of the May 22nd, 2019, Board Meeting were approved. Shareholder comments included utility companies repairing the grounds and window well installation. There were four new Shareholders approved for Membership. Luis Hernandez, Maintenance Supervisor, reported repairs have been made in kitchens and on bathroom wall tiles for water leaks from showers, window well installation is complete for the year and the ground will be repaired when it settles, air conditioner leaks have been repaired, flower beds have been worked on, new lighting has been installed on the gateway sign on Western, patching and sealcoating of the Court E-9 parking lot will be completed in the timeframes needed with the parking lot to be empty during

those times, basement water issue contracts will be completed, air conditioners are being replaced, carpenter ants have been treated in a building, and expressed the problems associated with all of the rain in the past months. The Handyman Service will be suspended. A proposal from Atlas Restoration was approved for foundation work on a unit. Three Board Members will be attending the NAHC Conference. Recreational marijuana laws were discussed. Barbara Jackson, Secretary, distributed Law Primer booklets to the Board Members for reference to work toward an MAHC Board Award. Sandy Isaac, Property Manager, reported there were 12 units on the market with one contract to be signed, the AmeriCorps team will be housed in a unit on the market, a notice is being left during Dwelling Unit Safety Inspections if mildew is noted in the bathroom, noted the Village of Park Forest Water Bill Buck Buster II program for the Village, and stated the Member Satisfaction Commission will be hosting a party in

Court E-10 for National Night Out on August 6th, 2019, beginning at 6:30 p.m. for the entire Cooperative and will include interaction with the Park Forest Police Department. Joe Smith, President, encouraged Shareholders to submit their nominations for the Yard Beautification Awards, and maps will be distributed for easier court distinction. Sharon Walker, Treasurer, reported there were three CD's purchased to accommodate the FDIC insurance regulations, and an Annuity will be renewed for another five year period along with rolling over the \$31,648.00 in interest earned. Ken Price, Planning Commission Co-Chair, reported the five-year planning meeting included water drainage, sidewalks, and front porches, the thought of paying part of the expense to repair the main streets in Area E Cooperative to the Village, and the next Planning Commission Meeting is scheduled for July 15th at 6:30 p.m. Barbara Jackson, Member Satisfaction Commission Chair, reported the next Commission Meeting will be held on July 16th at



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-



AmeriCorps



The Village of Park Forest will again take part in the AmeriCorps National Civilian Community Corps Program. This is a federal program that engages 18 to 24-year olds in team based community service projects needed in our Village. The AmeriCorps team comes from all parts of the United States. Area E Cooperative is happy to again be housing some of the volunteers from the middle of July through the beginning of September. If you see some of these volunteers, please welcome them. They are here volunteering to



Fireworks



Fireworks of any type are strictly forbidden in Park Forest Cooperative IV Area E. They are not only illegal in the Village of Park Forest, but also illegal in the State of Illinois. Violators will receive a Cooperative fine and the Police Department will be notified. Please keep this in mind over the holiday week. Have a fun and safe 4th of July!

Park Forest Cooperative IV Area E
July, 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 request a copy of the Board Meeting Agenda the Tuesday prior to the Board Meeting. All Board Meetings are recorded.



With Sympathy



We regret to inform you that Area E has lost two wonderful Shareholders. Please keep the families of Rosemarie Dunahoo and Ed Saavedra in your thoughts and prayers.

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!
