



# MANAGEMENT UPDATE



Park Forest Cooperative IV Area E

November, 2021

## Happy Thanksgiving

The Cooperative Office will be closed on Thursday, November 25th, and Friday, November 26th, due to the Thanksgiving holiday. We will re-open on Monday, November 29th, at 9 a.m. Please call Emergency Services at (708) 754-2003 if you have a maintenance emergency while the Office is closed. Have a happy and healthy Thanksgiving holiday!!

### AREA E BOARD OF DIRECTORS

Barbara Jackson, CCD, Interim President  
Member Satisfaction Commission Chair

Barb Varner, CCS, Secretary  
Membership Chair

Craig Williams, CCD, Treasurer  
Finance Commission Chair

Jim Hardin, CCS, Director-at-Large  
Green Commission Chair

Joel Ramirez, CCS, Director-at-Large  
Planning Commission Chair

Rashad Sanford, Director-at-Large



### Board Meeting

The November Board Meeting will be held on Wednesday, November 17th, at 7:30 p.m. via ZOOM. Shareholders will be able to attend the ZOOM Meeting if they so desire. While Shareholders will be able to participate, each Shareholder will have a designated time to speak. If you have questions that you would like answered, please place them in the dropbox. Receiving questions ahead of time will assist in the meeting running smoothly. Please have all questions and e-mail addresses to participate in the Meeting submitted to the Office by 5:00 p.m. on Thursday, November 11th. Thank you!

### TAXES TAXES TAXES

As Americans we are all quite familiar with paying taxes. Last year, 2020, was a reassessment year for Cook County Property Tax. The assessment tax for Area E is an astronomical and unbelievable increase of a little over \$200,000.00, payable in 2021. As in all tax bills, this increased amount must be paid by our Cooperative, as painful as it is. This tax increase warrants an increase in our Carrying Charges. Your Board of Directors has worked diligently with the Budget, cutting every place that we could cut, while maintaining our quality of life here in Area E. We have not cut our reward programs, any maintenance projects, or our cost-share programs. Although the increase in our Carrying Charges will be significant, Area E's Carrying Charges are among the least in the surrounding Cooperatives (see Page 2). Area E remains the best place to live. Finally, starting January, 2022, there will be an increase in our Carrying Charges of \$37.00 per month. This tax increase is being appealed however, this will take time. Remember that your entire Board of Directors lives here in Area E and this increase affects us as well. It is a blanket increase, because we are one Cooperative. Thanks for your understanding! ~ Barbara Jackson, Interim President

### Treasurer's Message

As you all know, every property in Cook Country must be reassessed every three years. In a triennial reassessment year, the property assessment is updated to reflect changes in value over the past three years. In other years, the assessment may change for other factors as determined by the Cook County Assessor. As a result of the 2020 reassessment, Area E received a significant increase in the Property Tax bills paid in 2021. The Board is working on an appeal of that assessment; however, this process will take time. In the meantime, our Board worked diligently to incorporate this cost increase into our Budget, so the impact of the Property Tax increase is minimal to our Members. To achieve this end, we were required to make some cuts and yet maintain the quality of life of our Members and make sure that Area E remains the best place to live. The result of all those measures and the hard work of our Board was an increase of \$37.00 per month starting in January, 2022. ~ Craig Williams, Treasurer



## Cooking Grease



Holiday cooking provides lots of family and friends with lots of fun and lots of good food! Sometimes while cooking and juggling other things in our kitchens we can hurriedly dispose cooking grease. It only takes a few people to improperly dispose of cooking grease to stop up our plumbing system. When our plumbing system is stopped up, it affects more than just a few people. So, let's be mindful. Have fun, food, and responsible drinking all while protecting our plumbing system. Here is a great way to dispose of cooking grease:

Once cooled, simply pour the used grease into sandwich bags or any bag that will ziplock closed. Put the sealed bags of grease into your garbage. This will go a long way in helping to preserve our plumbing system. Be safe and have a great Holiday Season! ~ *Your Member Satisfaction Commission*



## Daylight Savings Time



Please don't forget to set your clocks back one (1) hour on Sunday, November 7th, at 2:00 a.m.



## Veterans Day



We would like to say thank you to all Veterans, especially those in Area E Cooperative! The Park Forest Veterans Commission is presenting a Veterans Day Recognition Ceremony at Freedom Hall on Saturday, November 6th, beginning at 11:00 a.m. The 144th Army Band's marching band ensemble will perform and a display of current and antique military vehicles will be present. Masks are required.

## 2021 Carrying Charge Comparison

	<u>Ash Street</u>	<u>Area B</u>	<u>Cedarwood</u>	<u>Area E</u>	<u>Area J</u>
2 B/R Int	\$623	\$615	\$467	\$528	\$560
2 B/R End	\$636	\$632	\$472	\$544	\$565
2 B/R Twin Court	\$641	\$646	\$478	\$550	\$570
2 B/R Twin Drive		\$665		\$561	\$575
3 B/R End	\$654	\$687	\$518	\$592	\$585
3 B/R Twin Court	\$660	\$698	\$524	\$599	\$590
3 B/R Twin Drive		\$727	\$532	\$612	\$595
3 B/R Carport		\$736		\$619	

## QUARTERLY FURNACE FILTER REPLACEMENT

Please be advised that our quarterly furnace filter replacement will begin on Monday, November 8th. The schedule is as follows:



Monday, November 8th—Courts E-1 and E-2  
 Tuesday, November 9th—Courts E-3 and E-4  
 Wednesday, November 10th—Courts E-5 and E-6  
 Thursday, November 11th—Courts E-7 and E-8  
 Friday, November 12th—Courts E-9 and E-12

Monday, November 15th—Court E-10  
 Tuesday, November 16th—Courts E-11 and E-13  
 Wednesday, November 17th—Court E-14  
 Thursday, November 18th—Elm and Gerstung duplexes  
 Friday, November 19th—Gibson and Krotiak duplexes



## Gutter Cleaning



Family Waterproofing will be performing the annual fall gutter clean-up in the upcoming weeks. The crews will be on the roofs and use water to fully flush out the gutters and downspouts. This work will be weather permitting and, once started, will continue until the entire property is completed. Please be patient as the work is being completed and allow the contractor time to fully-complete the job. Thank you!



## Final Fall Clean-Up and Court Cleanings



Supreme Landscape will be conducting their final fall clean-up of the entire property, and they will also be cleaning court parking lots once a majority of the leaves have fallen and the fall gutter cleaning has taken place. If there are excess piles of landscape debris, such as pruning from shrubs, trees, and perennials, there may be an added cost to the Cooperative. This cost will be passed on to the applicable Shareholder(s). If you will be going out of town and your vehicle will be left in your parking space, please notify the Office with these dates. Thank you for your cooperation!



## Yard Waste



The last pick-up of yard waste will take place on Tuesday, November 30th, 2021. Please remember that all yard waste must be placed in a Star Disposal bag or have a green yard waste sticker attached. Bags and stickers are available for purchase at the Cooperative Office or the Park Forest Village Hall.



## Coat Drive



The Village of Park Forest's Commission on Human Relations is hosting a Coat Drive from November 1st - 30th. Please donate only new items, including Newborn to Adult sizes up to XL. Drop off donations at the Village Hall. If you have questions, please call (708) 283-5621.



## Back-Up Issues



Please remember that nothing but toilet paper should be flushed down the toilet. This includes flushable wipes. If a back-up occurs and Maintenance finds anything in the toilet from Member neglect (i.e., toys, combs, sanitary napkins, wipes, etc.), the Member will be charged time and material costs. Items such as Clorox drop-ins are not to be put in the toilet tank. They are acidic based and may eat holes through parts of the toilet. If you have any problems with your toilet, please contact the Office or Emergency Service and put in a work order. Thank you!



## Marketing Report—Available Units



2 Bedroom DU/CT

E-11 \$27,000

3 Bedroom DU/SD

\$42,000



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

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

**Park Forest Cooperative IV Area E  
November, 2021**

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

**Katie Paraday**, Sales/Bookkeeping

**Tanya Pope**, Office Assistant

**Roxanne Shutts**, Maintenance Secretary

**Luis Hernandez**, Maintenance Supervisor

**Juan Vega**, Maintenance Staff

**Eric Lewis**, Maintenance Staff

**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 meet your needs.

**[www.parkforestcooperative.org](http://www.parkforestcooperative.org)**



**Bathroom Mold and Mildew**



Please let the moisture out of your bathroom after taking a shower. The heat and moisture in the bathroom can cause mold and mildew around the window and caulking around the shower tiles. Moisture can also cause paint to peel. Please keep the door to the bathroom open and pull the shower curtain open after a shower or bath. Venting the bathroom window would also be beneficial. Thank you!



**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 sure personal items in your basement are removed or covered if work will be completed that may create dust.



**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!



**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!!



**Flower Reimbursement**



Don't forget, if you have dropped off itemized receipts into the drop box at the Office for perennial reimbursement, you need to contact the Office to set an appointment for your reimbursement to be picked up. Flowers and bushes are the items eligible for this reimbursement. Itemized receipts will be accepted and reimbursements given out through November 30th, 2021. Thank You!