MANAGEMENT UPDATE

Park Forest Cooperative IV Area E **June, 2026**

Beautification Awards

The Board of Directors would again like our Shareholders to be involved in the nominating process for the annual Beautification Awards. The Nomination Form is enclosed to help you along your way! 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. Please submit your nominations to the Management Office no later than Friday, July 31st, 2026. GUIDELINES: Nominations will include the front, rear, and sides of all units, judging only what can be seen from the sidewalk, public street, common areas, or parking lots. Please look for overall neatness showing that time, care, and planting effort, but not necessarily money, have been spent. All winners must be in good standing as a Shareholder of the Cooperative.

AREA E
BOARD OF DIRECTORS

Craig Williams, CCS, President

Jim Hardin, CCS, Vice-President
Membership Chair

Doreen Payne Mays, Secretary

Rashad Sanford, CCS, Treasurer
Finance Commission Chair

Miquel Casara, Director-at-Large

Doyle Sims, Director-at-Large

Barbara Varner, Director-at-Large

IMPORTANT DATES

- June 24th -- Board Meeting @ 7:30 p.m.

ALL MEETINGS ARE HELD IN THE COOPERATIVE OFFICE.

Alarm Permit

Do you have a security alarm in your home? If so, the Village of Park Forest has an ordinance requiring you to obtain an annual permit. Permits for the 2026-2027 year are due to the Village by June 30th, 2026. A copy of the permit is due to the Cooperative Office by July 31st, 2026. A Service and Processing Fee will be assessed August 1st, exclusive of other fees, for any security alarm that is not properly registered with the Cooperative yearly. An additional fee will be added each month that the alarm is not registered. Please notify the Cooperative Office if you no longer have your alarm.

Emergency Calls

The Cooperative offers an Emergency On-Call Service in the case of Maintenance Emergencies after hours. In order to be fair to our Maintenance Employees that are on-call and our Shareholders, we ask that the following guidelines are respected.

- Don't delay in calling in a work order. If you notice something, please call it in. If you have noticed it and decide to wait and call after hours, you may be assessed labor costs and a fine.
- Treat the on-call employee with respect. That employee is taking his time to assist you. If you are disrespectful when the employee calls you or while they are at your unit, you may be assessed a fine.

Please follow these guidelines so that the Cooperative is still able to offer the on-call service, and Shareholders are able to get emergency work remedied after hours. Thank you for your cooperation!

Gutter Cleaning

Illiana Roofing will begin spring gutter cleaning in the upcoming weeks. Once the project starts, it will continue until completed, weather permitting. The crews will be on the roofs and will blow the debris out of the gutters. They will return to remove the debris that fell from the gutters to the ground. For the safety of the crews doing the work, we ask that Shareholders do not disturb them and please be patient and allow the contractor to fully complete the job. We appreciate the cooperation of all of our Shareholders to ensure that the gutters get completely cleaned out of all debris.

Rule Reminders

Safety of our Shareholders and guests is of our utmost concern. Children playing in and around the cars, bike riding, and scooters in the court parking lots are areas of concern. Please remind children about Cooperative rules for their safety. Remember, children are **NEVER** allowed to play in the court entrances or parking lots. With the popularity of electric scooters and bikes, we will be paying extra attention. These scooters and bikes are being used at high speeds and are not allowed to be used in the court parking lots for the safey of the children using them and the vehicles that are parked there. Ball playing is also **NOT** allowed in the Cooperative. Failure to abide by these rules may result in fines being imposed. Make sure to keep watch over your children for their safety as well as the safety of others.

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 drop their itemized receipts into the drop box at the Office. You should then contact the Office to set an appointment for your reimbursement to be picked up. Flowers and bushes are the items eligible for this reimbursement. Receipts will be accepted through November 30th, 2026. Thank You!

Plastic Garden Pot & Tray Recycling

Park Forest is again offering its Annual Plastic Garden Pot & Tray Recycling Program. Now through July 1st, residents may drop off empty plastic garden pots and trays in the collection bins in the Village Hall lobby. Materials will be reused when possible or properly recycled through Van Kalker Farms and Greenhouses in Lynwood. Residents are also welcome to take items from the collection for reuse before purchasing new supplies. This program supports the Village's sustainability efforts by promoting reuse first and recycling second while helping reduce landfill waste. Please note that plastic garden pots and trays are not accepted in curbside recycling and should not be placed in recycling bins.

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 also 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.

Parking

Please remember that parking is limited in the Cooperative. Each unit has one assigned parking space. While this may be inconvenient, parking is not allowed in other Members' spaces as well as the fire lanes. If a car is seen in the fire lane or double parked, it may be towed at the owner's expense. Thank you for your cooperation in this matter.

Marketing Report—Available Units

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

2 Bedroom Interior

E-4	$42,400	E-10	$35,400
E-7	$30,000	E-13	$35,400

2 Bedroom End

E-10	$45,000
E-14	$35,400

WELCOME!

Peggy Long-Estamar

Michael Feeley

3 Bedroom DU/CT

E-4 $55,400

3 Bedroom DU/SD

$38,400

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 May Board Meeting

The May Meeting of the Board of Directors was held on Wednesday, May 20th, 2026. All Board Members were in attendance with the exception of Doyle Sims, Director-at-Large. There was one Shareholder in attendance. The Board of Directors' 2026-2027 Reorganization Meeting held after the Annual Meeting on April 22nd, 2026, was approved. The March 25th, 2026, Executive Session and General Session Board Meeting Minutes were approved. Member Comments included placement of gas grills by Members' units, front door trim painting, and work needed around a window. There were two new Shareholders approved for Membership. Luis Hernandez, Maintenance Supervisor, reported they have been keeping up with garbage on the property, repairing storm damage on roofs and siding, keeping up with sewer back-ups, repairing water leaks in basements, repairing air conditioners, repairing gutters and downspouts, keeping up with animal issues, keeping up with the Handyman Service, working on common area lights, working on move-out/move-in units, working on Cooperative-owned units, working on gas leaks, working with contractors on projects, and repairing, servicing, and replacing sump pumps, water heaters, faucets, shut-offs, drain lines, vent lines, toilets, supply piping, lights, outlets, switches, window parts, doors, locks, etc. Summer help for the Maintenance Department was briefly discussed. Executive Session Items were voted on. Sandy Isaac, Property Manager, reported there were five units on the market and three Cooperative-owned units, presented a Thank you letter from the Park Forest Fire Department for the donation for the National Fire Safety Council for their fire prevention program, and the Cook County Assessor's Office stated they will try to expedite the Certificates of Error through the Treasurer's Office for the 2024 Senior Exemptions. President Craig Williams thanked Property Manager Sandy Isaac and Maintenance Supervisor Luis Hernandez for their continued amazing job in addition to the staff servicing all 402 families, thanked the Board Members for the fantastic job they have done this past year making decisions for the Cooperative as a whole which, some decisions were not easy to make, is proud to sit on this Board, and looks forward to the coming year. Rashad Sanford, Treasurer, reported the Cooperative earned $2,204.29 in interest on the MaxSafe CD held at Old Plank Trail Bank for the period of January through March, 2026, the 2025 Final Audit Report was received from Picker & Associates, a copy of the 2025 Audit was sent to NCB in accordance with our mortgage terms in addition to a copy sent to Old Plank Trail Bank as a requirement for the ACH Debit Program, and the 2025 Federal and State Tax Returns were received from Picker & Associates, signed, and mailed by certified mail to the respective Departments. Jim Hardin, Green Commission Co-Chair, reported the Village of Park Forest is offering its Annual Plastic Garden Pot & Tray Recycling Program through July 1st, 2026, as they cannot be put in curbside recycling. Turning plastic into diesel fuel was briefly discussed. There was no Unfinished Business. The Board Meeting adjourned at 9:00 p.m.

Grounds

Spring has sprung and, with the new season, comes yard work. The Grounds Department offers services of trimming bushes, weeding of flower beds, window well cleaning, etc., for $35.00 per hour. If Members are in need, call the Office and put in a work order. Please remember that if this grounds work is not completed, you may receive a warning and/or a fine if the work needs to be completed by the Cooperative. There is only one grounds warning given out for grounds violations in a calendar year.

Yard Waste

Homewood Disposal picks up yard waste on the same days as garbage, Tuesdays and Fridays. If you have yard waste, make sure you use the appropriate bags and stickers and place them by the curb no earlier than the evening before regular garbage pick up. If yard waste bags are left near the rear porch, they will not be picked up. They must be placed in the same area as excess garbage and recycling. Stickers are available for purchase in the Cooperative Office or Village Hall. Any bag that does not have a sticker will not be picked up. If you are found to be putting bags out without stickers, fines will be assessed. Thank you.

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. If you have any problems with your toilet, please contact the Office or Emergency Service and put in a work order. Thank you!

Park Forest Cooperative IV Area E
June, 2026

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, CCS, CAM, Property Manager

Katie Paraday, Sales/Bookkeeping

Roxanne Shutts, Maintenance Secretary

Luis Hernandez, Maintenance Supervisor

Eric Lewis, Maintenance Staff

Juan Vega, Maintenance Staff

Jason Hefner, Maintenance/Groundskeeper

Kevin McPhee, 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.

Find us on Facebook

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. Please remember that the Executive Session Board Meetings held prior to the General Session Board Meetings may run longer than expected. We apologize for any inconvenience.

Thank You!

The Cooperative wants to say Thank You to all of those Members that go above and beyond to assist their neighbors. Whether it be shoveling, cutting grass, or even just visiting with your neighbor. These gestures are what make our Cooperative a great place to live!

Grounds Warning Tickets

Please remember, only <u>one</u> 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.

Water Damage

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 bathroom floor, fees may be assessed if repair work is necessary. Thank you!

Blood Drive

The Knights of Columbus Nina Council 3602 is hosting a Blood Drive in honor of Joe Smith on Monday, June 8th, from 10:00 a.m. to 2:00 p.m. This will be held in the Board Room of Park Forest Village Hall, 350 Victory Dr., Park Forest. If you are interested in donating blood, please call Vitalant at 877-258-4825 or visit vitalant.org and use code JUNEGIFT-2026-V. Appointments are recommended, but walk-ins are welcome. You must bring a Photo ID to your appointment. To prepare for donation, eat and hydrate well.