MANAGEMENT UPDATE

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

National Night Out

National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie. This Nationwide event takes place each year on the first Tuesday of August. This year it will be August 4th, 2026.

You can take part in National Night Out by simply sitting on your porch and turning your porch lights on to promote the meaning of the campaign.

Weather

This year we have seen an unprecedented amount of rain in very short periods of time. In Park Forest, most single family homes are built on a slab; however, since the Cooperatives do have basements, that can lead to water coming into the basement during these rainy periods. Flooding that is occurring in the area is an act of god. The Cooperative is not responsible for water in the basement. It is a courtesy that we come and look at the problem. We will attempt to remedy the problems as our Budget allows. Our Maintenance Staff is working diligently to make sure debris is cleaned up from the storms. We appreciate your patience during this time.

AREA E BOARD OF DIRECTORS

Craig Williams, CCS, President

Jim Hardin, CCS, Vice-President
Membership Chair
Green Commission 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

- August 26th -- Board Meeting @ 7:30 p.m.

ALL MEETINGS ARE HELD IN THE COOPERATIVE OFFICE.

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. Failure to abide by the rules of the Cooperative and the Village of Park Forest may result in fines. The rules include, but are not limited to, cleaning up after your pet right away, letting dogs run free without a leash, and being unattended. Failure to register your pet will result in an automatic non-pet registration fee.

Also, please remember to review your *House, Grounds and Member Relations Manual* with any other questions you may have to avoid fines. Thank You!

QUARTERLY FURNACE FILTER REPLACEMENT

Please be advised that our quarterly furnace filter replacement will begin on Monday, August 4th. The schedule is as follows:

Monday, August 10th—Courts E-1 and E-2

Tuesday, August 11th—Courts E-3 and E-4

Wednesday, August 12th—Courts E-5 and E-6

Thursday, August 13th—Courts E-7 and E-8

Friday, August 14th—Courts E-9 and E-12

Monday, August 17th—Court E-10

Tuesday, August 18th—Courts E-11 and E-13

Wednesday, August 19th—Court E-14

Thursday, August 20th—Elm and Gerstung duplexes

Friday, August 21st—Gibson and Krotiak duplexes

Recycling

Recycling is picked up once a week on Thursdays. All Members were provided a recycle bin when they moved in. Items that are accepted for recycling are aluminum, tin, metal cans, plastic bottles and containers, glass bottles and jars, cartons, file folders, office paper, envelopes, glossy paper, magazines, flattened cardboard boxes, cereal, tissue and frozen food boxes, newspapers, catalogs, phone books, and paper bags. **Garbage is NOT allowed in the recycle bin** as this attracts bees, rodents, etc. Make sure to contain the items in the bin and bring in your recycle bin once it is picked up. Thank You!

Bathroom Windows

Putting a small shower curtain over the bathroom window will protect the window parts from damage due to water and mildew. In doing this small task, you will avoid unnecessary charges for Maintenance replacing parts of the window, such as the closer and locks, due to negligence.

Security

We are asking that all Members do their part in keeping the Cooperative safe. The easiest and best way to do that is to keep **both** *front and rear* porch lights on after dark. A well-lit area is one of the best ways to deter crime. Many Members keep their rear porch lights on since this is where Members enter and exit their units. It has been brought to our attention that the front of many of our units remain unlit. We are asking that you please also keep your **front** porch lights on after dark for your security and safety as well as the security and safety of your neighbors. Thank you!

Electrical Issues

Are you tripping breakers in your unit often? If so, it may be due to the amount of items you have plugged into the same circuit at one time. These units are made for 60 amp usage. Appliances today may be overloading your circuit. Refrigerators, stoves, deep freezers, lights, microwaves, air fryers, and hair dryers may cause a circuit breaker to trip if they are used at the same time. If you have numerous electrical items, please make sure you are not using them from the same outlet all at once. If you are having problems, you may need to have a dedicated circuit installed for some of these items. If you think you may need a dedicated circuit, please put in an Improvement Form and contact the Office to get a copy of our Shareholder Contractor list that will provide the names of approved electricians that can be used.

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!

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-14 $35,400

WELCOME!

Mena & Charles Eastwood

Martin Terry

3 Bedroom End

E-10 $63,000

3 Bedroom DU/CT

E-4 $49,000

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 July Board Meeting

The July meeting of the Board of Directors was held on Wednesday, July 22nd, 2026. All Board Members were in attendance. There were two Shareholders in attendance. The May 20th, 2026, Executive Session and General Session Board Meeting Minutes were approved. Member Comments included a concern about Shareholders grilling too close to the building that may increase the insurance rates, clarification that grills can be stored closer to the buildings but must be at least 10 feet away from the buildings when in use, and the water that collects in the Court E-9 parking lot during excessive rainfalls along with possible suggestions for the problem. There were two new Shareholders approved for Membership. Luis Hernandez, Maintenance Supervisor, reported they have been walking the property for violations, keeping up with garbage on the property, keeping the storm drains clear, keeping up with roof leaks, trimming trees throughout the property, keeping up with sewer back-ups, keeping up with storm damage, repairing and replacing downspouts and re-directing them, keeping up with animal issues, keeping up with the Handyman Service, working on Cooperative-owned units, working on move-out/move-in units, keeping up with the furnace project, keeping up with air conditioner calls, keeping up with the on-call, and repairing, servicing, and replacing sump pumps, faucets, shut-offs, drain lines, vent lines, toilets, clogs, supply piping, lighting, outlets, switches, water heaters, window parts, doors, locks, etc. Sump pump shelf life and battery back-ups and alarms were briefly discussed. Executive Session Items were voted on. Sandy Isaac, Property Manager, reported there were 8 units on the market and three Cooperative-owned units, the Park Forest Police Department no longer requires security alarms to be registered although they will still fine for false alarms, the Cooperative developed a Security Alarm Form to be completed annually by the Shareholders with a security alarm system as stated in the *House, Grounds and Member Relations Manual*, the spring gutter cleaning, grub control, and 2nd fertilizer treatment have taken place, the annual donation to Tall Grass Art Association's Beaux Arts Ball Ad Book was displayed, a video shoot was completed for Homewood Disposal for the excellent service they provide to the Cooperative, and the deadline for the 2026 Beautification Award Nomination Forms is July 31st. President Craig Williams gave credit to Sandy Isaac, Property Manager, and Luis Hernandez, Maintenance Supervisor, for all they do for the Cooperative, stated he was honored to work with the Board Members, and looks forward to future Board Meetings. Rashad Sanford, Treasurer, reported the Cooperative earned $2,265.76 in interest on the MaxSafe CD at Old Plank Trail Bank for the period April through June, 2026, and Form 5500 for 2025 was completed and filed electronically with the Internal Revenue Service in accordance with the 401(k) Profit Sharing Plan by the July 31st deadline. Jim Hardin, Green Commission Co-Chair, stated he will contact Carrie Malfeo, Sustainability Coordinator with the Village of Park Forest, for possible grants available and mentioned the July 25th Recyclefest in Park Forest. There was no Unfinished Business. The Board Meeting adjourned at 8:14 p.m.

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. Grass may not exceed 4 inches in length. If you receive a warning ticket and you are questioning what it is for, please call the Office. One of the Maintenance Staff will come by and show you what needs to be done to rectify the problem before the work is completed and a chargeable ticket issued.

Unity Day

Join the Park Forest Police Department for Unity Day on Wednesday, August 5th, 2026. The event features a resource fair, live music, and family activities. The event takes place from 6:00 p.m. to 9:00 p.m. on the Village Green, Main Street and Cunningham Boulevard. This is a FREE celebration that will have multiple bounce houses, live music, and a resource fair beginning at 4:30 p.m.! There will be a variety of local food and craft vendors. As Unity Day is held in conjunction with Park Forest's Main Street Nights, Chicago native and vocalist Fredi Taylor and the NUSOURCE Band will be bringing high-energy vibes you won't want to miss! Come out and meet some of your first responders keeping Park Forest safe and enjoy a night full of activities and music!

Park Forest Cooperative IV Area E
August, 2026

66 Fir Street
Park Forest, IL 60466

Phone: 708-748-9005
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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

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.

With Sympathy

We regret to inform you that Area E has lost another wonderful Shareholder. Please keep the family of James Gurganus in your thoughts and prayers.

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!

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!