

SEPTEMBER TLIA BOARD MEETING
APPROVED MINUTES

Board Members: Steve Burgoon, Tom Kubala, Mary Magro, Kathy Pattengale, Fran Steffen, and John Yancey

Apologies: Kevin Middleditch, Mike Mitchell, and Randy Young

Committee Reps:

Pat Covek - Tennis & Grounds Beautification
Kelsi Knight and Glenn Losinski – Events
Cass Young – Communications
Whitney Bruni – Youth
Janet Blake – Nominating

Guests:

Lee Johnson

Call to Order

Steve Burgoon

Steve Burgoon called the meeting to order at 7:02 pm.

President's Report

Steve Burgoon

Vice President Steve Burgoon will chair tonight's meeting, as President Randy Young is out of town on business.

Approval of August TLIA Meeting Minutes

Approval of the August Minutes was deferred until next month as there wasn't a quorum of those who had been present at the August Board Meeting.

Committees

Beach

Mary Magro

The Beach had another successful year. The lifeguards did a great job watching the children, teaching swim lessons and working with the swim team. There were 15 guards this year, which worked out as each guard was able to find a substitute when they could not make their shift. The older guards mentored the younger guards, and we look forward to them returning next year. The committee will survey the guards for their recommendations for improvements to the beach and committee for next year. This information has proven valuable in past years.

The committee will discuss the possibility of adding another tree or some type of canopy to the beach to help provide shade due to recent tree removals. The swing set will be repaired, and the swim area ropes and buoys will be replaced for next season. Some tents left at the beach were ruined during a recent rainstorm.

Communications

Cassandra Young

The Communications Committee sent out 11 email blasts this month and created posters about the Concert

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on the Lake. They met as a committee in August and reaffirmed their mission statement, which was shared at tonight's Board Meeting:

The Communications Committee provides consistent, high quality and relevant communication to benefit all residents and provides communication support on behalf of all TLIA committees -- and when requested -- on behalf of the Village, the Foundation, and the Police Department by placing messaging in our communication vehicles.

Communications is hosting a free shredding party at the Village Hall on Saturday, September 29, from 10:00 am until noon.

Events

Kelsi Knight & Glenn Losinski

Events Committee members Melissa and Bobby Covek and Glenn and Julie Losinski have been working on creating a budget. Plans are underway for the Chili cookoff on October 13, which will include a storyteller and music.

The free music event featuring Pat McKillen at the gazebo was a great success. The concert was enjoyed by 65+ people, including people at the gazebo and in kayaks moored below it. Residents were even able to enjoy the concert from the beach.

Grounds General

John Yancey

Significant costs have been incurred for tree cleanup, including the recent felling of the willow by the beach house and bridge. The other willow there will remain for now. The committee will collectively look for temporary shade structures for the beach that can be taken down on a daily basis. Two trees down in the South Hills Boal landing will be replaced, and trees will be planted on the berm created by silt removal.

TLIA areas that have been affected by work on the water system will be reseeded. Jeff Groh will be aerating and seeding Rest Island after the Chili Cookoff. The water is in at the island but is still being worked on at the tennis courts. The stone walkway down to the gazebo is completed, but the gazebo needs to be stained. The committee is considering planting a rain garden in the wet area by the gazebo and adding steps down to access the water. Work on the bridge at Covek's Crossing is still in process. A crew will complete the work under Drew Mack's supervision.

Cleanup Day will be held October 6 from 8:00 – 12:00 pm. Work will focus primarily on the South Hills Boat landings with some additional work at the East and West side landings and at various parks. Park stewards will meet to discuss needs for their parks on Cleanup Day. Lunch will be served to volunteers at the tennis courts following completion of the work.

John Yancey will explore a controlled burn of invasive species for the debris on Devil's Island. Bill O'Mahoney will help with removing and chipping this invasive brush/debris. However, the debris might have to be stored on TLIA property before removal in the spring. Bill will also take out the trees that are down in the water, which could be hauled out by boat or bobcat.

Grounds Beautification

Pat Covek

Lazlo helped install mums, and tulips have been planted. Two new planters were installed the entrance to

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North Lake. The Christmas tree will be put up in October, and holiday donations will go to Cuba Township Food Pantry this year.

Going forward, the focus of the Garden Club will be on education and service projects. The club will have a line item in the budget. The Garden Club will be making centerpieces to give away at their holiday event in early December.

Murray Park, the Gazebo, the children's parks, and the path to Lathan's Landing are new maintenance areas that need care and might require additional funds for the maintenance budget. The committee will create a systematic maintenance schedule utilizing the recommendations from the PARC Committee. Grounds Beautification will create a three-five year plan for anticipated capital expenses. Costs could be reduced by reducing the use of annuals in common planting areas

Lake Committee

Tom Kubala

Committee members are following up with Lake County Health on the recent beach closure due to the presence of blue green algae and the presence of higher than recommended bacteria levels.

They are also scheduling a recap meeting with ILM on the lake management efforts. There will be a smaller, core team meeting in the next week, followed by their attendance at the October Lake Committee meeting. Discussion will center around things that went well this year and things that have not gone as expected.

Algae continues to grow in North Lake in spite of efforts to manually remove it. Two dumpsters full of material was removed. 40 acres have been treated for underwater plant growth. Treated areas have stayed relatively-plant free, but the remaining acreage has quite a bit of growth. 22 acres of lilies have been treated as well. Lily and algae harvesting are expensive and manually intensive.

Final budget recommendations will be prepared after the meetings with ILM. We can expect the need to treat more than the 40 acres for underwater growth and 10-20 acres of additional lily treatment next year. We will also have algae treatment needed, along with other lake related expenses.

Our fish population consultants are recommending the addition of 1,500 bluegills this fall. This will be to increase the diversity and add to the food chain for the larger fish, particularly the Northerns. Cost estimate at \$2,100.

Member Services

Kevin Middleditch

It is anticipated that the Member Services budget in 2019 will remain at \$2500. Kevin Middleditch has provided the roster from the 2018 boat decal distribution in the event any residents leave boats at the landings beyond the scheduled removal date. He is working on a draft of a letter to be sent to all residents regarding the directory.

Nominations Committee

Janet Blake

The Nominating Committee is currently seeking interested TLIA members to run for five positions that are up: president, treasurer, recording secretary, and two members at large. The Nominating Committee is comprised of Lee Johnson, Mary Beth Adams, Bob Nash, Mel Ott, and Chairperson Janet Blake. Janet.blake@comcast.net will be the email used to communicate. More information to follow.

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Rain Garden

Andy Hay

Recent storms caused enough rain to create modest flooding at the tennis courts and a few inches inside the raingarden. Water sheeting down the roads, all running into the garden, everything doing its job very well. Photos show the new swale and cleared out stream (pics taken from the little bridge) are working great. No streams of water are going across the volleyball court, and everything is running down the swales and stream bed. Andy Hay thanked TLIA for funding the rain garden and ENCAP for making it happen.

SLT Report

Steve Burgoon and Tom Kubala

Site preparation at Kelsey Woods is in progress for the next phase of pumping silt this fall. The team will be meeting with US AquaVac to finalize details. Lake County has agreed that no DECI will be needed for this phase, which saves TLIA some money.

The committee is working with the Village and Lake County on a plan for overall storm water management that also includes using the soccer field as a site for the final phase of silt removal in the current SA. In addition to providing a site for silt, the project would improve the conditions of the soccer field by raising it to prevent the flooding that occurs during rain events.

TLIA will be employing Hey & Associates to conduct an engineering study to address the wet areas of the soccer field. SRT members will be meeting with neighbors to discuss the location of berms that will be constructed. The SRT 6 continue looking at longer term plans for the lake.

Tennis

Pat Covek

The pickleball event was cancelled due to numerous conflicts. Courts will be power washed and closed for the season on November 1. The committee may purchase a power washer in the future. Overall it was a very successful season.

Youth

Whitney Bruni

The Family Campout is all set for Saturday. Welcome to new Youth Committee members Kimberly Saunders, Meg Kozulinski, Beth Coulter, and Audra Powers. The new committee is in the process of planning Halloween.

Financial Committee

Fran Steffen

The dollar amount of outstanding dues 240 days plus has been reduced from \$17,000 to \$2,110 (including the party we have filed a lawsuit against and two other additional parties). Fran Steffen will send certified letters to the two parties who have not responded for requests for payment. The law firm has filed the lawsuit on behalf of TLIA for \$2666. The court date is September 18. If there is still no response, garnishment of wages of the property owner will be put in place. Overall all \$79,041 in dues is still owed, including the \$2110.

The Finance Committee has restructured the Budget to Actual reports to group like committees together to help the community better understand where our money goes each month. In doing so, we restated the

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July report. We also changed the budget numbers to the 14 month budget online – which includes November and December 2017 numbers. This will help in understanding any budget differences. In the month of August, we spent just under \$38,000. The bulk of the money was spent on Lake (\$13,684 for algae cleanup and maintenance), Beach (\$6,800 on lifeguard payroll), Grounds General (\$6,400 on electric, port-o-lets, platform and stairway), Insurance (\$2,400 on Directors and Officers Insurance), Tree Removal (\$2,450 removing dead and diseased trees), Lawn Maintenance (\$1,760 lawn cutting), Events Committees (\$1,700 on Taylor rental for the 4th of July events), Grounds Beautification (\$1,700 on plants, bulbs, seeds, soil and barrels) and Grounds Maintenance (\$1,600 on weeding, park mulch, watering and clean-up around the tennis courts and E. Lake Shore Drive). Next month will be the last month of large expenses as we finish up the lake, planting, lifeguard payroll and grounds maintenance. The Finance Committee will review the remaining expenses to accurately finish the budget for 2019.

This new budget format, intended to increase transparency and clarity, now breaks out seniors, includes committees, and captures incoming money in top half of the report. The bottom half is expenses divided into administration, committees, and community property. Silt and capitals expenses are listed below the operating budget.

The Proposed 2019 Budget was shared and reviewed. The Finance Committee is considering no dues increase, a fifty dollar increase, or a 100 dollar increase for next year's budget. The Board needs to plan for and account for capital funds expenditures. The budget should include a line item for bad debt including bankruptcy, unpaid dues, or home foreclosures. The 2019 budget will be finalized by the October board meeting. Committee budget requests and anticipated capital projects for the next three years should be submitted before the Oct 3 Finance Meeting.

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Tower Lakes Improvement Association
Budget vs. Actuals: Nov 2017-Dec 2018 Budget
November 2017 - December 2018

	August	YTD		
		Actual	Budget	Remaining Budget
Income				
Committee Income				
Communications Committee		4,161.01	860.00	-3,301.01
Events Committee	1,757.03	41,705.60	12,000.00	-29,705.60
Tennis - Youth Committee	605.00	5,808.30	3,000.00	-2,808.30
Youth Committee		4,517.44	900.00	-3,617.44
Total Committee Income	\$ 2,362.03	\$ 56,192.35	\$ 16,760.00	-\$ 39,432.35
Dues Income				
		0.00		
Regular Dues	523.76	138,756.59	129,675.00	-9,081.59
Senior Dues	166.78	60,296.37	47,460.00	-12,836.37
Vacant Lot		873.00	788.00	-85.00
Total Dues Income	\$ 690.54	\$ 199,925.96	\$ 177,923.00	-\$ 22,002.96
Late Fees Charged	37.00	1,468.83		-1,468.83
Past Due Accounts - Collection		500.00		-500.00
RFPP Income		5,151.00		-5,151.00
Services	645.00	3,502.62		-3,502.62
Unapplied Cash Payment Income		-492.33		492.33
Total Income	\$ 3,734.57	\$ 266,248.43	\$ 194,683.00	-\$ 71,565.43
Gross Profit	\$ 3,734.57	\$ 266,248.43	\$ 194,683.00	-\$ 71,565.43

Expenses

Administration Expenses				
Administration	796.86	5,465.41	2,500.00	-2,965.41
Bad Debts		700.00		-700.00
Insurance	2,419.00	12,914.00	17,000.00	4,086.00
Legal & Professional		800.68	5,000.00	4,199.32
Member Services		1,005.10	2,500.00	1,494.90
Records & Archives			1,268.00	1,268.00
Taxes		4,805.05	4,500.00	-305.05
Website/Email		702.73	3,000.00	2,297.27
Total Administration Expenses	\$ 3,215.86	\$ 26,392.97	\$ 35,768.00	\$ 9,375.03
Committee Expense				
Communications Committee	433.72	5,376.70	2,500.00	-2,876.70
Events Committee	1,744.95	28,311.60	12,000.00	-16,311.60
Tennis - Youth Committee	938.50	3,190.48	2,500.00	-690.48
Tennis Committee	511.14	2,126.31	1,500.00	-626.31
Youth Committee		3,884.21	2,900.00	-984.21
Total Committee Expense	\$ 3,628.31	\$ 42,889.30	\$ 21,400.00	-\$ 21,489.30
Community Property Expenses				

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Beach/Lifeguards	6,853.00	26,681.12	27,840.00	1,158.88
Grounds Beautification	1,716.62	6,543.38	6,500.00	-43.38
Grounds General	2,631.25	13,894.03	6,000.00	-7,894.03
Grounds Maintenance	1,599.41	11,239.41	12,000.00	760.59
Lake	13,684.39	40,893.41	27,800.00	-13,093.41
Lawn Maintenance	1,760.00	5,240.00	18,000.00	12,760.00
Park Maintenance	375.00	825.93	3,500.00	2,674.07
Tree Removal and Maintenance	2,450.00	9,900.00	13,750.00	3,850.00
Total Community Property Expenses	\$ 31,069.67	\$ 115,217.28	\$ 115,390.00	\$ 172.72
Total Expenses	\$ 37,913.84	\$ 184,499.55	\$ 172,558.00	-\$ 11,941.55
Net Operating Income	-\$ 34,179.27	\$ 81,748.88	\$ 22,125.00	-\$ 59,623.88
Other Income				
Interest Income	11.03	81.33		-81.33
SILT Activity				
SILT Lake Special Assessment	392.46	86,234.54	84,000.00	-2,234.54
Silt Removal Project Expenses	-9,436.10	-68,220.09	-84,000.00	-15,779.91
Total SILT Activity	-\$ 9,043.64	\$ 18,014.45	\$ 0.00	-\$ 18,014.45
Total Other Income	-\$ 9,032.61	\$ 18,095.78	\$ 0.00	-\$ 18,095.78
Other Expenses				
Capital		12,981.83	14,235.00	1,253.17
Depreciation	685.33	6,767.64		-6,767.64
Reserve Contributions for Year				
Events Reserve Contribution			6,000.00	6,000.00
Total Reserve Contributions for Year	\$ 0.00	\$ 0.00	\$ 6,000.00	\$ 6,000.00
Total Other Expenses	\$ 685.33	\$ 19,749.47	\$ 20,235.00	\$ 485.53
Net Other Income	-\$ 9,717.94	-\$ 1,653.69	-\$ 20,235.00	-\$ 18,581.31
Net Income	-\$ 43,897.21	\$ 80,095.19	\$ 1,890.00	-\$ 78,205.19

Old Business

Randy Young

Rules & Regs update: Steve Burgoon. – this discussion was tabled until the next meeting. Kathy Pattengale and Tom Kubala will review and compile input from Board members and distribute this for review prior to the next Board meeting

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Capital Budget ideas for 2019: Board members should anticipate any potential capital projects so that these can be included in the 2019 budget.

New Business

Randy Young

The Board reviewed deadline dates for the Annual Meeting and will coordinate these with the Nominating Committee. January 20 is a long weekend and may result in numerous members out of town and therefore unable to attend the meeting. January 13 might be a better option.

Steve Burgoon will communicate with Randy Young about options for the October Board Meeting to October 8, October 16 and another date.

Public Comments/Discussion

Lee Johnson asked about abandoned boats remaining on the landings from last year. Removal of these boats will be addressed during Cleanup Day.

Adjourn

Motion to adjourn: Fran Steffen
Second: Tom Kubala
Meeting was adjourned at 9:05 pm

Respectfully submitted,
Kathy Pattengale