

PARK PLACE OF ITASCA ASSOCIATION
BOARD MEETING MINUTES

Thursday, August 20th, 2026

Itasca Public Library

Start Time - 7:00 PM

i. Call to Order at 7:01 PM

ii. Roll Call

Board Members Present

Marcia Weinstein

Carolyn Yesensky

Kristan Limani

Larry Schweizer

Mike Bernstein

Mike Wagner

Members Absent

Tom Holden

iii. Treasurer's Report

The treasurer presented the July operating report, including total assets, reserve assets, and combined assets.

The board moved to accept the July financials as an unaudited document.

The board revisited a prior decision to transfer funds from the operating and contingency accounts into reserves.

Members discussed keeping the operating account above the minimum required balance to avoid penalties while transferring the remaining available funds to reserves.

There was support for completing the transfer in stages, if needed, with follow-up to confirm prior months' financial details.

Members noted that several upcoming repairs were capital items and should be evaluated through the reserve study process.

The board agreed to wait for reserve study input before approving some cost estimates or deciding whether to include them in next year's budget.

iv. Secretary's Report

The secretary's report and the August 6 meeting minutes were reviewed.

The board approved the August 6 minutes. Five in favor, one abstained.

v. Old Business

Updated Patio Replacement Tracker Discussion

Notices had not yet been sent to homeowners who are required to repair or replace their patios. Foster Premier will send the notices on Friday, August 22.

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A&A Paving Driveway / Walkway/ Stoop Proposal

The board reviewed an A&A proposal covering driveway sealcoating, crack filling, walkways, stoops, and related paving work.

Members clarified that stoop repairs for raised ranch units are not strictly an HOA responsibility, although they were included for review.

The proposal also included options for damaged catch basins and base repairs, with different asphalt and concrete approaches.

These items are likely capital expenses and should be tied to the reserve study.

The board decided not to vote on the proposal that night and will revisit it after reserve study discussions.

Updated 2027 – 2028 Landscaping RFP

The board wanted the watering program language removed from the landscape RFP so landscapers could bid on the main contract without confusion.

Members discussed whether watering should be priced as a flat per-visit service or by an hourly/need-based model.

The board agreed the watering program should be handled separately from the landscape contract and triggered only when conditions warrant it.

The goal was to preserve turf and plant health while avoiding unnecessary watering costs. The Board agreed to update the landscaping RFP by removing the watering program language and handling watering as a separate service.

Update to Rules & Regulations Amendments

The Board approved the updated Rules and Regulations awaiting KSN's review.

Census/Vehicle Information/Insurance Form Discussion

The Board reviewed vehicle owner, occupant, household insurance, and vehicle registration form, along with related rule updates.

Approval was made contingent on KSN's legal review and alignment with the Rules and Regulations.

The Board also discussed mailing timelines so the updated policy could be formally adopted at the September 3 meeting.

Pond Inlets Project Proposal

Management was still waiting for a response from the pond inlets consultant regarding inlet inspections and the scope of needed work.

The board wanted confirmation on which inlets actually require repairs and cleanup.

Members described the project as a reserve-study-driven capital item and stressed the need for clearer communication from the vendor.

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2026-2028 Snow Removal & Salting RFP

The Board reviewed a proposed snow removal and salting contract and compared it with prior arrangements.

Members wanted the scope to specify when additional salting requires prior authorization.

The Board debated the “blizzard” threshold and discussed setting a clear inch trigger, with 12 inches favored by several members.

The contract language was intended to reduce ambiguity, make bids comparable, and limit contractor discretion that had caused issues in past seasons.

There was also concern about truck damage to sidewalks, curbs, and turf, along with interest in equipment that may cause less property damage.

vi. New Business

Collection Policy Requirement

The board discussed Illinois’ requirement that a separate collections policy be adopted by January 1. Members noted that the association already addresses collections in its rules, but the state wants the policy as a standalone document.

The board planned to use or adapt a drafted policy and coordinate mailing and adoption timing.

Window Replacement Proposal from the New Company

The board reviewed a window replacement proposal from a potential new window installer. The proposal included a guaranteed price for the current year and next year, plus measurement and installation fees.

Members discussed how the installer and manufacturer responsibilities should be clearly separated to avoid disputes over leaks, sizing, or installation problems.

The board wanted KSN to draft contract language to address liability, pricing, and responsibility between contractor and manufacturer.

There was also a request for a list of units that still need Climate Guard windows so remaining work can be tracked accurately.

Coach Light Concerns

The board discussed coach light installation, including concerns about loose lights and unfinished fastening details.

One member raised concerns about the pace and quality of the work and the need for management, not homeowners, to address contractor issues.

The board agreed the lighting contract needs clearer oversight and follow-up.

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- vii. Homeowner Forum opened at 8:28 PM**
Homeowners raised concerns about coach lights, landscaping needs, and other homeowner repairs.
- viii. Executive Session opened at 8:50 PM**
Topics discussed included legal matters, violations, and fines.
- ix. Reconvene at 8:59 PM**
No topics were discussed.
- x. Final Adjournment at 9:00 PM**