

**SANDBURG VILLAGE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
October 24, 2018**

HOA's Alcott House Hospitality Room, 1460 North Sandburg Terrace, Chicago, Illinois 60610

Present: Mary Murtaugh – Association 1  
Mario Rizzo – Association 1  
John Santoro – Association 1  
Robert Connor – Association 2  
David Guilbert – Association 2  
Scott Lennox – Association 2  
Diana Levine – Association 3  
Kristina Lynn – Eliot  
Kim Ruhlander - Eliot (arrived 6:53 p.m.)  
Leslie Deitch – Faulkner  
John Berchem – Lowell  
Judy Barnes – Association 7  
David Beck – Association 7  
Jacque Ehrlich – Association 7

Also present were Melissa Goodwin, HOA Property Manager, Tahalia Melendez, Administrative Assistant, and David Barnhart, Vice President and Senior Property Supervisor, of Draper and Kramer, Incorporated; and Fergus McCallan of Wiss Janney Elstner Associates, Inc.

**CALL TO ORDER and AGENDA REVIEW**

Mr. Connor declared that a quorum was present and called the meeting to order at 6:32 p.m. There were no changes to agenda

**UNIT OWNER COMMENTS AND QUESTIONS**

A unit owner commented about the FFC lap lanes at the North Pool.

**APPROVAL OF MINUTES**

Ms. Murtaugh asked if there were any additions or corrections to the minutes of the regular Board meeting held on September 26, 2018. There was one change. ***Ms. Murtaugh moved that the minutes of the Board of Directors meeting held on September 26, 2018, be approved as amended. Mr. Beck seconded the motion, and it passed, with three abstentions.***

**PRESIDENT'S REPORT**

Mr. Connor stated that he had no report.

## **TREASURER'S REPORT**

### **Financial Summary**

Mr. Berchem reviewed with the Board the Financial Summary for the period ended September 30, 2018, as follows:

Operating Fund net income, current month:	(\$25,176)
Operating Fund net income, year to date:	\$172,949
Operating Fund balance:	\$208,053
Ratio of Operating Fund balance to one month's operating expenses:	1.6
Replacement Fund interest income, year to date:	\$17,856
Replacement Fund average CD yield:	1.00%
Replacement Fund expenses, year to date:	\$713,876
Replacement Fund balance:	\$3,746,126

## **ACTION AND DISCUSSION ITEMS**

### **North Mall Renovation and WJE Village Projects Update**

Mr. McCallan reported on the following:

- South Mall
  - South Mall Screen Wall: WJE has reviewed the proposed screen wall, is attempting to discuss it with Chicagoland Concrete, and will provide an update at the HOA Board meeting.
  - South Mall Water Leakage: WJE continues its investigation of the water leakage from the South Mall into the Eliot garage. Most of the leaks are related to the South Pool areas, and several have been repaired.
- A-B and C-D Malls
  - LaSalle Street Masonry: WJE completed construction documents for repair of the masonry walls along LaSalle Street, held a prebid meeting with contractors, has received bids from contractors, and has submitted a summary and recommendations to HOA Management for the Board of Directors meeting.
  - Building Expansion Joints:
    - WJE met with A-B staff and is performing water testing of the expansion joints at locations of reported leakage.
    - Zera Construction has provided a proposal to HOA Management for installation of an expansion joint seal at the entrances to the Bryant and Dickinson building mall entrances, for approval at the HOA Board meeting. WJE has provided a letter of recommendation.
  - Townhouse 1328: WJE has investigated the holes that were accidentally drilled through the mall at Townhouse 1328 and has recommended removal of the topping slab, repair of the membrane and reinstallation of the topping slab. Zera Construction, which originally installed the membrane and concrete, has provided a proposal to perform the repair work recommended by WJE.
  - Mall Concrete Cleaning: HOA has begun power washing the topping slab, joints and drains. After initial trial cleaning, it will take approximately one week to complete each mall, weather permitting.

- Tennis Court
  - Tennis Court Leakage: Initial repairs are complete and the leakage coming through the light pole bases into the Faulkner garage has been resolved, with the exception of two light poles that will be addressed in the spring. The Faulkner staff is monitoring the situation and will report any additional leakage to HOA Management.
  - Tennis Office Entrance: The awning installation by American Awning at the entrance to the Tennis Court from Faulkner House is scheduled to begin in spring 2019. The awning will be similar to the previous entrance awning.
- North Mall
  - North Mall Restoration Project:
    - The North Mall project is substantially complete, and the final project cost has not changed.
    - North Pool benches: The perimeter benches at the North Pool have been removed and repainted and are being reinstalled as part of the North Mall Project.
    - A few punch list items remain such as submittal paperwork, warranties, membrane repair at an additional drain, etc.

***Mr. Santoro moved to approve the proposal submitted by JLJ Contracting, Inc. on September 26, 2018, for masonry repairs to the 1300 block and 1400 block masonry walls along LaSalle Street, in the amount of \$128,690.00. Ms. Murtaugh seconded the motion, and it passed, with two opposed.***

***Mr. Beck moved to approve the proposal submitted by Zera Construction Company, Inc., on October 18, 2018, to install expansion joint seals at the mall entrances to Bryant House and Dickinson House, in the amount of \$19,480.00. Mr. Berchem seconded the motion, and it passed, with one opposed and one abstention.***

***Mr. Berchem moved to approve the proposal submitted by Zera Construction Company, Inc., on October 18, 2018, to remove the topping slab around Townhouse 1328, repair the membrane and reinstall the topping slab, in the amount of \$10,800.00, the full amount to be reimbursed by the Association 3 unit owner or the unit owner's contractor. Ms. Levine seconded the motion, and it passed, with two opposed and one abstention.***

The Board thanked Mr. McCallan, and he left the meeting at 6:50 p.m.

#### **Snow Removal Contract**

After discussion, ***Mr. Beck moved to withdraw from the contract with Everest Snow Management, Inc. and to approve the proposal submitted by Snowbiz, Inc. of America on September 12, 2018, for a one-year contract to plow and salt the Village drive lanes, turnarounds and dock areas, in the amount of \$17,500.00. Mr. Lennox seconded the motion, and it passed unanimously.***

Ms. Ruhlander joined the meeting at 6:53 p.m.

**Security Service Renewal Contract**

After discussion, *Mr. Lennox moved to approve renewal of the Security Service Agreement with InterTech Group, Inc. at a cost of \$83,016.96, representing a one percent increase, for the period January 1 through December 31, 2019, and a cost of \$85,507.45, representing a three percent increase for the second year of service, for the period January 1 through December 31, 2020. Mr. Beck seconded the motion, and it passed unanimously.*

**Management Contract**

After discussion, *Mr. Beck moved to approve the proposed extension of the condominium management agreement between Draper and Kramer and Carl Sandburg Village Homeowners Association for the period January 1, 2019, through December 31, 2019, with no increase in the management fee. Mr. Berchem seconded the motion, and it passed unanimously.*

**C-D Cleaners Rent Reduction Request**

After discussion, *Mr. Lennox moved to approve the request from Association #1 to lower the store rent charge for the 2019 rent assessment and to renew the lease for a five-year term starting January 1, 2019, with a two percent increase each year and a 30-day out clause. Mr. Rizzo seconded the motion, and it passed, with two opposed and one abstention.*

**Jewel/Eliot Fencing Proposal**

This matter was tabled.

**Additional Business**

There was no additional business brought before the Board

**DIRECTORS-MANAGEMENT FORUM**

**Management Report**

The Board had no questions about any items in the Management Report.

During the discussion, Ms. Deitch left the meeting at 7:50 p.m.

**RECESS TO EXECUTIVE SESSION**

The meeting was recessed to Executive Session at 7:53 p.m.

**RECONVENE TO OPEN SESSION**

The meeting was reconvened to Open Session at 8:05 p.m. *Mr. Santoro moved to approve the Hearing Panel's determination of violations of HOA's Rules and Regulations to fine the owner of Eliot House Unit 304 who did engage in the conduct described in the October 1, 2018, Notice of Violation, and that said conduct constitutes a violation of Section 1. General, Subsections C and E of the Association's Rules, and therefore the Board imposes a fine of \$500.00 against the owner of Eliot House Unit 304, and the legal fees and costs incurred by the Association in connection with this matter shall be charged to the owner of Eliot House Unit 304.*

***Mr. Santoro further moved to approve the Hearing Panel's determination of violations of HOA's Rules and Regulations to fine the owner of Eliot House Unit 903 who engaged in the conduct described in the October 1, 2018, Notice of Violation, and that said conduct constitutes a violation of Section 1. General, Subsections B and C of the Association's Rules, and therefore the Board imposes a fine of \$500.00 against the owner of Eliot House Unit 903, and the legal fees and costs incurred by the Association in connection with this matter shall be charged to the owner of Eliot House Unit 903. Mr. Lennox seconded the motion, and it passed unanimously.***

**ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Mr. Santoro, seconded by Mr. Rizzo, and unanimously approved, the meeting was adjourned at 8:11 p.m.

Respectfully submitted,

  
Secretary