

**SANDBURG VILLAGE CONDOMINIUM HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
July 26, 2023**

The meeting was conducted by Zoom videoconference.

Present:        Andrew Baglini – Association 1  
                 James Lothe – Association 1  
                 David Ruhland – Association 1  
                 Robert Connor – Association 2  
                 Sarah O'Neil – Association 2  
                 Mary Schneider – Association 2  
                 Diana Levin – Association 3  
                 Bruce Kaminsky – Eliot  
                 Jonathan Tshiamala – Eliot  
                 Beth Murphy – Faulkner  
                 John Berchem – Lowell  
                 Ann Marie Calacci – Lowell  
                 Barbara Fiacchino – Association 7  
                 Marcie Johnson – Association 7  
                 Nancy Slattery – Association 7

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Also present were Melissa Goodwin, HOA Property Manager, Tahalia Melendez, Administrative Assistant, and Isela Morris, Regional Director, of FirstService Residential; and Paul Gaudette of Wiss Janney Elstner. Barbara A. Roberts acted as minute taker.

**CALL TO ORDER and AGENDA REVIEW**

Mr. Connor called the meeting to order at 6:30 p.m. Ms. Goodwin called the roll and declared that a quorum was present.

**UNIT OWNER QUESTIONS AND COMMENTS**

In response to a question about the concrete repairs around a drain in the 1300 Mall, Ms. Goodwin stated that the work has been delayed because of the façade project, but that she did receive information about the work that needed to be done in the location of the drain, which was discussed at a previous meeting. She added that the very high cost of concrete at this time was another reason to delay the concrete repairs, that Paul Gaudette could perhaps comment on that situation during his presentation, and that the work was deferred until next year. Ms. Ehrlich stated that at the July 25 James Kilmer Board meeting, there was a discussion about the lack of lighting on Clark Street between Burton Street and Germania Place. She stated that there was a plan to increase the lighting in the area of the Kilmer House entry. Ms. Ehrlich acknowledged that the lighting in the vicinity of the sidewalks is the city's responsibility, but asked if anything could be done to increase the lighting in the general area. Ms. Goodwin stated that she will discuss the matter with 2<sup>nd</sup> Ward Alderman Brian Hopkins. In response to a question from Ms. O'Neil, Ms. Goodwin stated that HOA would install brighter bulbs in the mall lights, that the lights in the north mall are brand-new, that new lights were installed in the Schiller Mall and the 1400 Mall, that half of the new lights have been installed in the 1300 Mall, and that new lighting in the south mall is still to be installed, adding that HOA deals with lighting in the malls only, not in the area outside of the malls, which is the city's responsibility. Ms. Slattery mentioned that the area along LaSalle is quite dark when the trees in that area are fully leafed out. Ms. Goodwin noted that trimming the trees in that area is also the city's responsibility.

## **APPROVAL OF MINUTES**

Ms. Levin asked if there were any additions or corrections to the minutes of the regular Board meeting held on May 17, 2023. There being none, ***Ms. Levin moved to approve the minutes of the regular HOA Board of Directors meeting held on May 17, 2023, as presented. Mr. Kaminsky seconded the motion, and it passed unanimously.***

Ms. Levin asked if there were any additions or corrections to the minutes of the regular Board meeting held on June 28, 2023. After discussion, ***Ms. Levin moved to approve the minutes of regular HOA Board of Directors meeting held on June 28, 2023, as amended. Ms Fiacchino seconded the motion, and it passed, with James Lothe and Sarah O'Neil abstaining.***

## **PRESIDENT'S REPORT**

Mr. Connor reported that the pickleball court is very popular, with many members, and that the Board will consider the possibility of adding another pickleball court next year. He stated that tennis and the pools are also doing well, with many members, possibly more than last year, and that the redecoration of both hospitality rooms is complete and the rooms are ready to be rented. With respect to the year's Budget Committee, Ms. Goodwin stated that the Committee should consist of one member from each association, and that a calendar of the Committee's meeting dates – normally one meeting, but two will be entered on the calendar in case a second meeting is needed – will be sent out to the unit owners after approval by the Board. She added that the final approval of the 2024 budget will take place at the November HOA Board meeting. Mr. Connor emphasized that one member from each association serves on the Committee.

## **FINANCIAL REPORT**

Mr. Berchem reviewed with the Board the Financial Summary for the period ended June 30, 2023, as follows:

Operating Fund net income, current month:	(\$25,003)
Operating Fund net income, year to date:	\$358,527
Operating Fund balance:	\$219,757
Ratio of Operating Fund balance to one month's operating expenses:	1.3
Replacement Fund interest income, year to date:	\$7,314
Replacement Fund average CD yield:	2.01%
Replacement Fund expenses, year to date:	\$191,400
Replacement Fund balance:	\$4,603,565

Mr. Berchem stated that although the current month net income is a negative amount, year-to-date net income is more than \$358,000.00, which reflects all the pool revenue which HOA is spending each day, and that after adjusting for unspent funds, HOA is \$42,000.00 in the red, but should end the year in good shape. He noted that the pool income of \$385,000.00 is greater than last year's but that there seems to be some question about some of the numbers in the financials, for which corrections are awaited, but it is doubtful that there is any material difference, and a full report will be available for the month of July. Mr. Berchem also noted that the Operating Fund balance is 1.3 times one month's expenses and that the delinquencies are annoying but can be dealt with. He added that the Reserve Fund at \$4,603,000.00 is enviable, and that overall HOA's financial condition is very good.

Mr. Berchem then referred to a comment in the audit provided by Chris Nyborg regarding the level of uninsured deposits at Metropolitan Capital Bank, which holds HOA's Reserve funds, which he and Ms. Goodwin reviewed and which has been corrected. He added that the April statement from Metropolitan shows a balance of \$261,000.00, which is \$11,000.00 above the insured level, and explained that it is difficult to keep the balance at the insured level because statements from MetCap Bank are delayed a month, HOA deposits \$84,000.00 per month into that account, and HOA likes to pay its vendors promptly, so the funds must be available. Mr. Berchem stated that the situation has improved greatly and that the other Reserve funds are invested in insured accounts around the country.

## **ACTION AND DISCUSSION ITEMS**

### **2023 Village Capital Projects Update**

Mr. Gaudette presented his report, as follows:

- South Mall:
  - South Mall: Zera Construction has begun to make the concrete repairs on several of the malls in the Village, starting with the Eliot House garage entrance, working on the curb on the north side of the entrance ramp starting later this week.
  - South Mall Drainage at Eliot West Door: Accumulated mulch has delayed the rain from draining as quickly as it should, so Zera will develop a price to increase the size of the top component of the drain to allow greater ease of drainage from the mall. Zera will also provide a price to increase the area of drainage behind the planters along the bike room wall, which again is affected by accumulated mulch.
- AB Mall:
  - 1455 North Sandburg Terrace Unit 102B Build-Out: The plumbing is complete, there are a few issues to address, and some interior build-out is proceeding.
- CD Mall:
  - Dickinson Garage Exit Ramp South Wall: WJE will inspect the work that Zera has performed so far. A concrete pour is planned for Friday.

When work is completed at Eliot, Zera will move on to James House to work on the west stair planter where some coping stones have been broken. The work will begin the middle of next week and is weather dependent.

- North Mall:
  - Germania Place Expansion Joint: Zera will also work on the expansion joint at the front entrance of James House that was done during the Germania street work.
- Tennis Court:
  - Light Pole Leakage: Recently there was some leakage into the grocery store below, coming through the light pole base cover, which were repaired about four years ago – an ongoing maintenance issue. The leakages occur when the sealant starts to fail, but Zera has replaced and resealed the base, and that work is complete. It passed a water test today and will continue to be monitored.

The Board thanked Mr. Gaudette, and he left the meeting at 6:52 p.m.

### **Pool Operations Management Committee Update**

In the absence of the Committee Chairman, Gabrielle Thronson, David Ruhland presented a report. He stated that the Committee met recently and will meet next week, and that its emphasis right now is trying to identify alternatives. He stressed that the Committee is not seeking to abandon FFC but is trying to determine if there are other options for the Village's pool management.

### **Eliot Hospitality Room Artwork**

Ms. Goodwin directed the Board's attention to pages 16 through 18 of the Board packet, showing two pieces of artwork currently in place in the Eliot Hospitality Room and three pieces proposed for Board consideration. She conveyed Board members' opinions on some of the pieces and explained her request to Ms. Toni Ivanov of PC5, the designer for the Eliot Hospitality Room, for an additional piece of customized art with either a Chicago photo or a Sandburg Village photo. Ms. Goodwin relayed Ms. Ivanov's suggestion that she create a 48-inch by 48-inch canvas art piece, and explained that Ms. Ivanov provided five options about which she asked the opinions of Board members who attended the Eliot Hospitality Room pre-opening party. She then directed the Board's attention to the top three choices of those Board members in the Board packet, and asked those present if there was a consensus regarding the art pieces. Most of the Board members expressed a preference for Option #5. Ms. Goodwin then requested an authorization from the Board to keep and pay for the two pieces of art that are currently mounted in the Eliot Hospitality Room as well as the one new, larger piece that was chosen at this meeting, to which the Board agreed.

Discussion ensued. ***Mr. Ruhland moved to purchase the two pieces of framed art currently hung in the Eliot Hospitality Room, in the amount of \$250.00 for both, and to authorize the purchase of one additional piece of art on canvas, labeled #5, for a total amount not to exceed \$1,500.00. Ms. Slattery seconded the motion, and it passed unanimously.***

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### **Village Drains Rodding Proposal**

Ms. Goodwin explained that the 254 drains in the Village malls are rodded annually, that she sought bids for the work from two firms that have previously performed the work – Jack Chlimon and All-City Environmental Services – and that she recommends accepting the proposal from Jack Chlimon, who has performed the work for the last two years. She noted that the pool drains are not included because they were rodded before the pools were opened for the summer. ***Mr. Ruhland moved to approve the proposal submitted by Jack Chlimon on July 15, 2023, for 2023 Village drain rodding services, in the amount of \$13,500.00. Mr. Connor seconded the motion, and it passed unanimously.***

### **Village Fence and Walls Painting Proposal**

Ms. Goodwin referred to the summary in the Board packet of the bids received for painting Village fencing and walls from Inside-Out Painting, PC5 and Weathershield, noting that bids are all less than the \$65,000.00 amount budgeted for the work. She described the scope of work, including exterior garage walls, perimeter and landscape iron fencing, and two staircase railings, noting her recommendation to postpone the work in the area of Kilmer House until Kilmer's façade work is completed, as well as postponing some work in the James House area until concrete repairs are completed. Ms. Goodwin also stated that the cost for any necessary welding of fencing is included in the pricing, and that the workers scrape the metal before painting it. She stated that she and Maintenance both recommend using Inside-Out Painting, which has performed work at Sandburg for the past four years, offers the longest warranty, and uses a good product for the work, and proposes a bid that is under the budgeted amount. ***Ms. Slattery moved to approve the proposal submitted by The Inside-Out Company on June 20, 2023, for fence repairs and painting at the Bryant, Dickinson and Eliot exterior garage and mall walls, the Eliot and South Mall fencing, and the James and North Mall fencing, in the total amount of \$40,120.00. Ms. O'Neil seconded the motion, and it passed unanimously.***

### **Always Great Smiles, Unit 102C, Lease Renewal**

Ms. Goodwin reminded the Board that the Always Great Smiles lease renewal was discussed at the last Board meeting and that the tenant responded with requests for additions to and deletions from the lease renewal agreement that had already been approved. She pointed out the wording requested by Dr. Shah of Always Great Smiles, and stated that HOA's attorney has reviewed and approved the requested wording. Ms. Goodwin further stated that it is to HOA's advantage to keep Dr. Shah as a tenant. ***Mr. Ruhland moved to accept the additional wording requested by Dr. Reena Shah, proprietor of Always Great***



***Smiles as the lessee of Unit 102C, in Item 2 under "Agreements" in the Extension to Lease Agreement entered into by HOA and Dr. Shah for a month-to-month term beginning September 1, 2023. Ms. Fiacchino seconded the motion, and it passed unanimously.***

**Nails By Liz, Unit 102A, Lease Renewal**

Ms. Goodwin stated that the tenant, Elizabeth Sima, requested that a few other items be included in the lease renewal. She referred to the list of Ms. Sima's additional requests and HOA's legal counsel's responses. Discussion ensued. The Board then considered and discussed the recommendations proposed by Management and HOA's legal counsel. ***Mr. Ruhland moved to accept the proposed revised lease agreement as presented for a three-year lease from September 1, 2023, through August 31, 2026, with Elizabeth Sima, owner of Nails by Liz as the lessee, with the exception that paragraph #3 be revised by HOA's legal counsel to state that tenant shall be reimbursed in an amount not to exceed \$1,105.00, representing one month's rent abatement, for the cost to replace the bathroom door, lighting, flooring and signage, subject to landlord approval. Ms. Johnson seconded the motion, and it passed unanimously.***

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**ADDITIONAL BUSINESS**

**Clark Street Permit Parking Proposal**

Ms. Goodwin stated that Board members had been asked to discuss with their associations the proposal from 2<sup>nd</sup> Ward Alderman Brian Hopkins regarding permit parking to be enforced on Clark Street from Division Street to North Avenue between the hours of 10:00 p.m. and 8:00 a.m. She noted the following:


- The Boards of Directors of Association 3, Cummings Dickinson and Faulkner plan to discuss the matter at their next meetings.
- The Board of Directors of James Kilmer plans to sign off on the proposal, and the Boards of Directors of Alcott Bryant, Lowell, Eliot and Beekman Place have already signed off on the proposal.
- The Board of Directors of Sutton Place is collecting signatures.

Mr. Ruhland expressed his appreciation of the Village landscaping. Ms. O'Neil thanked Ms. Goodwin for her efforts regarding the permit parking proposal, and Ms. Goodwin returned the thanks. Ms. O'Neil also thanked Ms. Schneider. She also stated that there are three elected individuals from the Sandburg Village community that sit on the 18<sup>th</sup> District Council and wish to speak to individuals who represent a safety group, including those who might represent safety committees in their buildings, and she asked about forming a safety committee of HOA Board members to represent Sandburg Village to the police department. Ms. Goodwin explained the process that must be followed to create a HOA committee. Discussion ensued about HOA's role as well as that of the individual associations in the matter of security in the neighborhood, previous safety committees, and attendance at CAPS meetings. Mr. Lothe announced a social event to take place on the Cummings-Dickinson mall on August 5 from 6:00 to 9:00 p.m., to which all on the HOA Board are welcome.

**ADJOURNMENT**

There being no further business to come before the Board, upon motion duly made by Mr. Ruhland, seconded by Ms. Johnson and unanimously approved, the meeting was adjourned at 7:38 p.m.

Respectfully submitted,

  
Secretary