

## **CCHA Board of Directors Budget Meeting Minutes November 6, 2018 at 7:00 p.m. - Draft**

### **Board of Directors:**

<b>President</b>	<b>Jay Patel</b>
<b>Treasurer</b>	<b>Troy Yocum</b>
<b>Secretary</b>	<b>Shirley Brown</b>
<b>Member</b>	<b>Sheila Nienhouse</b>
<b>Quorum Present:</b>	<b>Yes</b>

<b><u>Absent:</u></b>	<b>Vice President</b>	<b>Brian Smith</b>
	<b>Community Assoc. Manager</b>	<b>Lea Minalga</b>
	<b>Members in Attendance:</b>	<b>(3)</b>

The following are the Minutes of the Board of Directors of Chesapeake Commons Homeowners Association Meeting held on Tuesday, November 6, 2018 at 1490 Geneva Drive, Geneva, IL 60134. The meeting was called to order at 7:00 p.m. by President Jay Patel. The Minutes of the August 7, 2018 were read and approved, as was the Agenda for 11/6/18.

### **Call to Order:**

**Jay Patel**      **President's Report & Updates**

- A. **Ombudsperson Act Policy (owner complaint procedure). – Adopted.**
- B. **CCHA has provided, and hand delivered 20# Bags of Ice Melt for residents upon request but many were taking 2, 3 and 4 bags per season and then wasting and dumping piles of corrosive salt onto cement and landscaping. It was suggested that the Ice Melt be available for \$10.00/Bag this season – Approved.**
- C. **Garage Inspections: Motion by President Jay Patel to do Garage Inspections once a year, in the fall. At any time, if a garage is seen full or used for Storage, an inspection will be made on short notice. Violation fine given unless garage is cleaned out in a prompt timeframe. – Motion seconded and carried.**
- D. **Holiday and Garden Contest did not generate a lot of interest so motion to cancel was made by President Patel. – Motion seconded and carried.**
- E. **President Patel shared the necessity of raising monthly assessments in 2019 by \$20.00 to \$210.00/Month. Contracts, materials, supplies, labor all increasing and many projects like roof replacements are crucial as is building reserves in general and for future siding projects and other unknown/unexpected emergencies that come. – Motion was made to raise the assessments by \$20.00/month. Motion seconded and carried.**

**Troy Yocum**

### **Financial Report:**

- ❖ **Balance Sheet, Profit & Loss Statement & 2019 Budget review.**
- ❖ **Checking Account 09/30/18 - \$23,588.52**
- ❖ **Reserves – \$94,589.61**
- ❖ **2019 Budget: - Approved.**
- ❖ **Monthly Assessments. \$20.00 increase – Adopted.**

**Brian Smith** (*Report read by President Patel in Mr. Smith's absence*) **Grounds Manager Report**

- ❖ **JSP Landscaping 2018-2019 Snow Removal Contract 11/15/2018 – 3/15/2019 - \$20,800.00 / \$5,200.00/Month w/addendum of 4 workers per snow event. – Approved.**
- ❖ **Midwest Sealcoat 2018-2019 Snow Removal Contract 11/1/2018 – 3/31/2019 - \$22,400.00 / \$4480.00/Month. - Approved.**
- ❖ **2019 Landscaping Contract Bids. Serbert Landscaping - Approved**
  1. **Bur Oak Group, Inc. – April 15 – Nov. 15 - \$32,960.00 / \$4120.00/Month**
  2. **Acres Group – April 1 – Nov. 15 - \$62,100.00 / \$8280.00/Month**
  3. **Ground Pros, Inc. – April 1 – November 30 - \$52,000.00 / \$6,500.00/Month**
  4. **Sebert – (*came in after meeting*) April 1 – November 15 - \$39,400.00 /\$4,925.00/Month**
- ❖ **TruGreen - \$7,200.00 for 3 Applications of Fertilizer. - Approved.**
- ❖ **Tall Grass deducted \$700.00 off last November payment since TruGreen did fertilizing application.**
- ❖ **RWB Roofing to clean the gutters for \$7400.00. – Approved.**
- ❖ **Willow Tree Service removing (2) Trees on Windsor. Update. Willow removed a Mulberry Tree that was dying as well once they saw the condition of the Tree. (3) Trees taken down for \$1300.00 – Approved.**
- ❖ **Jesus only coming in on an “as needed basis” until spring other than his Snow Removal Contract. Most outdoor work has ceased.**
- ❖ **Bert (Handy-man) has been gone since 10/15/2018. Painting, shutters, repairs, decks not until spring.**
- ❖ **Aeration by Jesus and fertilizing application done by TruGreen in October.**

**Sheila Nienhouse**

**Clubhouse/Pool Report**

- ❖ **2019 Pool Contract Bids – Review. Vote. Tabled awaiting lawyer response.**
  1. **Clear Water Pools – May 25, 2019 – September 2, 2019 - \$24,600.00 /\$4028.00/Month for 6 Months. Includes Pool Attendant.**
  2. **Geneva Pool Service – May 25, 2019 – September 2, 2019 - \$10,450.00 / \$2,612.50/Month for 4 months. No Pool Attendant.**
  3. **Ultra Pools – Opening and Closing Costs plus Chemical. No testing.**
- ❖ **Motion made by Ms. Nienhouse to raise the age of kids using the pool without an adult from 13 to age 16 years old. Motion seconded and carried.**
- ❖ **Converting Elevator into Restroom – Vetoed.**
- ❖ **Ms. Nienhouse requested we check into new flooring for the clubhouse upper level as carpet is in bad shape. Review and Research.**

**Shirley Brown**

**Concrete/Asphalt/Railings/Foundations/Roofs Report**

- ❖ **Concrete in 2018 - \$22,872.00**
- ❖ **Railings - \$6000.00**
- ❖ **Asphalt Overlay on Charleston, Sealcoating and Repairs - \$48,110.00**
- ❖ **Shutters - \$2,755.00**
- ❖ **Siding on Delaware - \$23,470.00**
- ❖ **Roof Replacements - \$23,652.00**
- ❖ **Roof Repairs - \$1,600.00**
- ❖ **Gutter Cleaning costs in spring. - \$4,359.00**
- ❖ **Front and Garage Doors, Kick Plates and Trim Painting - \$3,300.00**
- ❖ **Dryer vents are \$25.00 to replace if covers are broken off.**
- ❖ **Salem Garage, 6 Units on Alexandria and 3 Units on Washington to have roof replacements done in early Spring. This includes Siding on Salem Garage and possibly Washington. Receiving bids now.**

**Homeowner Forum                      Questions and Comments**

**1482 Joshel and 1334 Windsor (rust stains) hand railing stubs sticking out of stoop concrete. Needs to be looked at by Shirley Brown.**

**Joshel, Arlington Sealcoating and repair job by Midwest was sub-par and needs to be looked into as there are cracks running down the parking lots. Charleston not a good job either.**

**Roger on Joshel suggested that as contractors are just finishing projects that someone on Board or hired or volunteer would inspect the work prior to payment.**

**Next CCHA Board Meeting:**

**Candidates Forum – Tuesday, January 8, 2019 at 7:00 p.m.**

***Election Annual Board Meeting - Tuesday, February 5, 2019 - 7:00pm - Chesapeake Commons Clubhouse***

**Adjourn Meeting – 8:45 pm**

**Submitted by: Secretary Shirley Brown**