

## CCHA Budget 2022 Board of Directors Meeting MINUTES Tuesday November 2, 2021, at 7:00 p.m.

### Board of Directors:

President	Jay Patel
Vice President	Brian Smith
Treasurer	Troy Yocum
Secretary	Shirley Brown
Director	Brandy Hunter
<i>Quorum Present:</i>	<i>Yes</i>
Community Assoc. Manager:	Lea Minalga

The following are the Minutes of the Board of Directors of Chesapeake Commons Homeowners Association Meeting held on Tuesday, November 2, 2021, at 1490 Geneva Drive, Geneva, IL 60134. The meeting was called to order at 7:00 PM by President Jay Patel. The Minutes of the August 3, 2021, were read and approved, as was the agenda.

### Jay Patel      President's Report & Updates

- A. Homeowner Hearings (5) with the CCHA Board of Directors on several separate evenings to discuss assessments, grass issues, swings. and changing Declaration request for enlarging Decks and Patios. Attorney was consulted about expanding the Decks and Patios and stated that each had the option of being enlarged to same square footage (to be determined), limitations on how deep out deck/patio they could go, a maximum from unit. Need arial view and Draft architectural design, restrictions and guidelines and a list of approved and licensed contractors to do the work if homeowners want to enlarge. Process tabled until further discussion with Patio/Deck Committee. **Tabled.**
- B. Covid-19 Update. Masks will be required in the Clubhouse due to recent Delta variant Cases.
- C. (3) Bids for Association Insurance regarding quotes to insure the exterior of the Units and not having the homeowner do so except from Walls-In (Condo Insurance). Country Financial, Farmers, and Corkill Insurance Agency will provide quotes. Declarations would have to be changed and 170 members would need to approve this. Discussions, committees, insurance agents presenting the Benefits to this switch. Please see Letter and Synopsis included along with the Minutes for Homeowners Review and Consideration. **First Step.**
- D. Door Frames, Doors are the homeowner responsibility as is the Door Frame that holds the doors on.
- E. Decorative Trim around doors is considered part of the Door Unit as well so who is responsible? Discuss. **Vote. Board voted that at time of residing, owner pays for decorative trim, Association pays for labor. If trim is in disrepair, Homeowners pays for replacement and labor. – Approved.**
- F. Swings must all be down by now. **Any swings still up are an automatic \$130.00 fine.**
- G. Scott with Pointe Electric inspected both Salem and Alexandria Garages for electrical issues. It was determined that the sensors need replacement and we decided to put Timers on them from now on. It should solve the problem. **Still waiting on the Timers (backordered).**
- H. Reserve Study: Revisit next year. **Tabled until August 2022.**
- I. Garage Inspection: **Postponed** until 2022. Date to be announced next fall. **Garages may not be used for storage.**

- J. Drone & Security Cameras Policy: Review. **Vote.** Drone Policy Resolution was **Adopted.** Cameras on Pool – **Tabled** so Board could review Legal Letter from Attorney.
- K. Complaints: All complaints must be in writing and emailed at [ccha1490@sbcglobal.net](mailto:ccha1490@sbcglobal.net) or mailed. **No phone calls or anonymous messages will be accepted.** Residents, please stop calling the office with complaints or requests! We want these in writing. The complainant must have “Who, What, When & Where” on it and agreeable to being used as a witness if needed (while confidentiality will be honored, and name will not be revealed unless necessary for court). Pictures are good evidence but ***do not take pictures of kids.*** Text Lea@ 630-327-9937 if you need something. **Refrain from calls on weekends (unless emergency).** Please respect the Manager and the Board’s private time. Thank you.
- L. Assessments are due on the first of every month. They are late on the 10<sup>th</sup> day of the month and a \$25.00 fine will be given automatically. If any member is over 60 days late on assessments, they will be turned over to the attorney for Collection automatically. **No payment plans, no exceptions as of January 1, 2022.**
- M. **Please pay your monthly assessments on time** as it impacts the Association **negatively** when people are late, behind, or not paying. The well-being of the entire Association is affected. Thank you.
- N. President Jay Patel stated that with Interest Rates and Inflation Increasing and Economy uncertain, the Board needs to investigate Bank Loans to see if this is a better option to finish the Roof and Siding Replacements Project going forward. **Tabled until Board gets some numbers from Banks.**

#### Troy Yocum

#### Financial Report:

- ❖ Balance Sheet & Profit & Loss Report
- ❖ Checking Account – **\$15,139.21**
- ❖ Reserves – **\$114,719.31**
- ❖ Receivables
- ❖ BUDGET 2022 – Vote. Budget reflects a 4.4% increase in assessments to **\$235.00 a month beginning January 1, 2022.** Review. **Vote. – Unanimously Approved.**

#### Brian Smith

#### Grounds Manager Report

- ❖ TSI Snow Removal Season begins November 15, 2021. They commence to clear snow at (1) inch. We will be sending out procedures soon. Snow removal is a team effort.
- ❖ Please clear off front stoops of flowerpots and any other items that might hinder snow shoveling.
- ❖ Block off Storm Drains with Cones or something so they do not pile snow over it, especially on Dunham.
- ❖ Need to discuss going back to Snow Removal at 2 inch instead of 1 inch next contract.
- ❖ TSI is finishing the end of Landscaping season, getting leaves up and general clean-up. They must mow to grind up the leaves and only have a certain day to do it. We are not their only client!
- ❖ TSI completed aerating throughout the Commons.
- ❖ We removed and pruned several trees this season. Skyline did the work. **\$5,710.00.**
- ❖ We think mower hit a Gas Pipe pushing it into a homeowner’s house, but TSI found no evidence of this happening so do not feel they are responsible.
- ❖ Put flowerpot refuse in bags for Garbage Collection, do not leave on curbs.
- ❖ Three applications of fertilizing put down this year by TRUGREEN. **\$7200.00**
- ❖ We have a crabgrass problem that will be tackled next spring.

**Brandy Hunter**

**Clubhouse/Pool/Asphalt/Concrete Report**

1. **Pool:** Clearwater painted Pool in October and is winterizing it.
2. **Pool Pump:** Pump is old and in need of replacement. Getting (3) Bids including Clearwater.
3. **Clubhouse:**
  - a. Getting (3) Bids for Carpet Cleaning.
  - b. Getting (3) Bids for Cleaning Service for Clubhouse to come quarterly or as needed.
  - c. Security System Motherboard was malfunctioning so looking into (3) Bids to replace next year if it should give us more problems again.
  - d. Reviewing options for drop box for assessments.
  - e. Clubhouse Party Rental Contract: Review. **Tabled.**
4. **Concrete:** Spring 2022 Inspections to select most in need of replacement within Budget. Koster sidewalks on either side are sinking and shifting. (*See note from resident on Koster*) Review options.
5. **Asphalt:** Contract signed with Rose Paving. Additional crack fill expense added into the Budget. Asphalt will be done after concrete. Salem, Dunham, Charleston, and Alexandria will be seal coated in 2022.
6. **Parking Rules. Tabled.**

**Shirley Brown**

**Roofs/Siding/Gutters/Railings/Garages Report**

- O. Joshel Garage MUST be roofed and sided in early spring. Emergency. Plans to do Delaware Roofs and Siding 4-Unit Building at 1633, 1643, 1653 & 1663. We will decide next year if we can even afford to do other roofs/siding and based on priority. Prices have soared.
- P. 3-Unit Building on Charleston at 1412, 1414 & 1416 got new roof and gutters in October. Emergency.
- Q. Koster Garage was damaged by West Suburban Concrete Trailer over the summer and is being repaired by RWB Construction. West Suburban Concrete is paying for the damage and the repair.
- R. We highly recommend before or at the time of these major Roof/Siding projects that owners consider new windows, sliding doors, skylights, insulation, and deck repairs to be done (*if necessary*).
- S. Shutters: Shutters cost \$100.00 a pair to buy and hang but prices are going up. Discussion ongoing about doing the sides and back of units.
- T. Meyer Metal company will custom make Railings for any new stoops being done. We are only required to put up one railing if they already had a railing. If resident wants 2 Railings, they will need to purchase one. Average price per side depending on risers is between \$530.00 – \$1200.00.
- U. Gutters will be cleaned by RWB Construction all at once after leaves fall in Mid-November. **\$6,150.00.**  
***During a heavy downpour do not fret, it is natural for a gutter to overflow with the onslaught of water and is NO cause for alarm.***

**Homeowner Forum:** (1) Homeowner came to BOD Meeting to address visitor parking violations that routinely occur on his court.

***Adjourn Meeting at 8:49P.M.***

**Candidates Meeting – Tuesday, January 4, 2021 @ 7:00 PM at the Clubhouse**  
**Annual Mtg. Tuesday, February 1, 2022, at 7:00 PM at the Clubhouse**