

**COROMANDEL TOWNHOME ASSOCIATION
BOARD OF DIRECTORS MEETING
March 15, 2023**

A meeting of the Board of Directors of the Coromandel Townhome Association was held via video conference on Wednesday, March 15, 2023, in accordance with the By-Laws.

Board Members Present: Barry Cherney, President
David Loughnane, Vice President
Philip Fine, Treasurer & Secretary

Also Present: Steven Perna, Property Manager, Braeside Condo Mgmt.
Morgan Rae Smith, Asst. Property Manager, Braeside Condo Mgmt.

CALL TO ORDER

President, Barry Cherney, called the meeting to order at 6:30 p.m. Roll call was taken as noted above and a quorum was present.

APPROVAL OF MINUTES

The Board reviewed the January 18, 2023 meeting minutes.

Upon motion made by David Loughnane, seconded by Phil Fine and unanimously carried, the Board of Directors of the Coromandel Townhome Association

RESOLVED to approve the January 18, 2023 meeting minutes with one (1) correction.

PRESIDENT'S REPORT

Mr. Barry Cherney provided a brief report concerning updates since the last Townhome Association meeting. Mr. Cherney reiterated that Coromandel is 28 years old this year and there are several upcoming projects in the works. Mr. Cherney announced the Building Maintenance committee members as follows: Jim Landaker, Committee Chair, Barry Cherney and Adena Horwitz.

TREASURER'S REPORT

Treasurer, Philip Fine, reported that as of November 30, 2022, the total cash reserves were \$329,388.70. The operating cash balance totaled \$28,436.58. Mr. Fine also provided the preliminary year-end financials for balances as of December 31, 2022. The total cash reserves were \$331,086.04 and the operating cash balance totaled \$25,561.37. It was noted the variance between months was for approximately \$10,000.00 in roof expenses such as chimney repairs. These repairs could have been expensed from the reserve account; however, the operating account had a sufficient cushion, and the Association was able to successfully remit payment from there without issue.

2022 Financial Compilation Update

Cantey & Associates plans to have a draft compilation for review sometime in April for Board review.

MANAGEMENT REPORT

Tuck Pointing Project –

- 1) Dormant Pruning – Dormant pruning began about 4 weeks and are still working to clear out the remaining areas that require. So far, approximately, 50 trucks of debris have been removed from the property.
- 2) Removal of Unit Exterior Items – Many owners have removed various items from the masonry on the exterior of their homes. Anyone who hasn't done so yet, the Board and Management will assist owners.
- 3) Exterior Soft washing/power washing – National Softwash will beginning townhome exterior and patio softwashing the week of April 17. It was noted that the roof work being completed at the Condominiums will not affect the quality or completion of the softwashing work. Softwashing will be completed prior to any perimeter “moat” installation. Additionally, the Village of Deerfield will be performing fire hydrant flushing the same week, but will not interfere with this work.
- 4) Fascia & Garage Frame Painting – Proposals from Lynval Peterson, Integrity Painting & Decorating, CertaPro Painters and CB Interior/Exterior Services, Inc. were presented to the Board for review.

Upon motion made by Phil Fine, seconded by David Loughnane and unanimously carried, the Board of Directors of the Coromandel Townhome Association

RESOLVED to approve the Lynval Peterson fascia and garage frame painting in the amount of \$23,800.00 contingent on the clarification of a solid stain being used, not standard paint.

There was an option within the Lynval Peterson proposal to also repaint all eight (8) mailboxes and posts for \$700.00. The Board agreed to go to inquire with the Umbrella Board regarding financial responsibility for maintenance of these mailboxes.

Any exterior painting will occur before the tuckpointing on each building begins.

- 5) Perimeter “Moat” proposals – Two proposals from Brightview and one proposal from Sebert were presented to the Board for Townhome perimeter drainage remediation options. The work would consist of trenching out 12-16 inches around the foundation of each Townhome “quad”, a water proof membrane would be installed, then back-filled with soil and applying a type of stone/river rocks to angle/guide water away from the foundations. The Board discussed if there may be any financial responsibility to the Umbrella Association for this work, which will be presented to the Umbrella Board. Jim Landaker, Building Maintenance Committee Chairman, stated inspections will be done “pod by pod” (4-unit, connected groups) to determine how many units will have “moats” and where. Different exposure, patios, etc will determine the specifics. Mr. Loughnane requested that an engineer come out to confirm that this work will be beneficial to the townhome owners.

Upon motion made by Phil Fine, seconded by David Loughnane and unanimously carried, the Board of Directors of the Coromandel Townhome Association

RESOLVED to approve the Brightview proposal in the amount of \$79,140.00 contingent on the Umbrella Board's 20% contribution to the project and having completed “one pod” as a template

- 6) Tuck Pointing – Four (4) tuckpointing proposals have been provided to management to have an estimated cost for the tuckpointing across all 68 units. Prior to any work beginning, each of the (4) vendors will come out to perform new inspections to be certain of accurate pricing.

Townhome Sanitary & Storm Sewer Discussion – A proposal from M & C Services was submitted to the Board for review. M & C Services states that it is crucial for every townhome unit that has a basement to have an exterior clean out. It was noted that 401-407 Milford gets their sanitary sewer lines cleaned out in April each year, while the remaining units are scheduled for August each year.

Solarium Discussion –

Ceilings and gaskets on the solariums seem to be a recurring issue now that the properties are coming up on 30 years old. Caulking *may* be a temporary fix. It was noted that the Association is responsible for foundations, footings, roofs (not skylights) and the exterior façade. Engineering proposals will determine the cause of certain issues and that will determine the who's financial responsibility. It was also discussed that if a solarium has to be rebuilt because there are no repairs that would mitigate the deficiencies, then according to the Declarations, the Association is responsible for footings and foundations; the subsequent rule states the frame is also Association responsibility.

Additionally, Mr. Cherney stated, in his opinion, the Declarations do not address the frame as an Association expense and the Rule and Declarations contradict each other; if that is the case, the Declarations override and supersede the rule concerning the framework.

Holding a Solarium Owners Meeting was discussed, as this may be beneficial with the age of the structures and issues that inevitably will occur.

After homeowner input was provided, it was mentioned that Lakeside Glass (*in Highland Park*) will repair the roofs/ceilings of the solariums.

Unit Owner Vendor Request Form –

After review and discussion concerning the Vendor Request Form, it was made clear that Management and the Board would discuss any and all reports from the vendor with the homeowner.

Foundation Inspection Discussion –

Engineering proposals from KGH, Kellermeyer, Godfryt, Hart, and RCL were presented to the Board of Directors for review. It was discussed that based on initial inspections, the Association would determine if yearly inspections from the chosen vendor would be necessary.

Upon motion made by Phil Fine, seconded by Barry Cherney and unanimously carried, the Board of Directors of the Coromandel Townhome Association

RESOLVED to approve RCL's baseline bid of \$15,980.00 for the *initial inspections only*.

RCL will need access to all basements, crawl spaces (areas behind HVAC in garages). Management will coordinate with each unit owner to get these inspections accomplished.

Addendum: *It was confirmed with RCL following the meeting that they do have a method to examine the erosion around the foundations which will help gather an idea of the status of the footings. However, to better assess the footings, RCL recommended a survey of the floors in each unit once per year.*

Lastly, Mr. Loughnane stated the letters sent out to the 530 Milford group should have been discussed at an open meeting.

Landscaping Updates –

Landscape Committee is diligently working to accomplish various tasks for the upcoming Spring/Summer seasons. The Umbrella Association will be having mulch installed this year. The Umbrella Board will be reviewing bids for mulching, as well as the front entryway 'reconstruction'. Sav-A-Tree is working in conjunction with Brightview to complete dormant pruning and is on-site regularly. In addition, there were a few mishaps over the last year and Brightview has rectified and taken responsibility for each of those matters.

OPEN FORUM

The Board opened the floor to participating homeowners for comments and/or questions.

ADJOURNMENT

Upon motion made by David Loughnane and seconded by Philip Fine, the meeting was adjourned at 8:31 p.m. The next Townhome Association Board of Directors meeting will be held on Wednesday, May 17, 2023 at 6:30PM via Zoom.

Board Secretary / Date