

# Westlake Townhome Owners Association

## Board of Directors Meeting

### January 19, 2022

### Minutes

#### 1. CALL TO ORDER

Carla Kurtz called the meeting to order at 7:00 PM.

Present: Tim Cherwin, Carla Kurtz, Steve Hochberg  
Rosie Reiter, Jim Lennon, Harvey Johnson, John Pappanduros

Association Manager: Paul Henderson  
Absent: None  
Financial Consultant: Mike Grilli (Present)

Pledge of Allegiance

#### 2. APPROVAL OF MINUTES –

Rosie Reiter made a motion to approve the Minutes from the December 15, 2021 Board of Directors Meeting. Jim Lennon seconded the Motion. Discussion: None

Vote:

Hochberg	Aye
Cherwin	Aye
Kurtz	Aye
Lennon	Aye
Johnson	Aye
Reiter	Aye
Pappanduros	Aye

The Minutes from the December 15, 2021 Board Meeting are approved.

#### Report from the Bloomingdale Police Department

The Bloomingdale Police did not attend the meeting.

### **3. FLOOR INQUIRES**

#### **A. Violation Notices**

None

#### **B. General Questions**

Mr. Mendez from 251 Laurel Lane asked when he could have a moving pod in his driveway. He was told Monday through Friday is the rule.

Mr. Sybesma from 328 Elmwood Lane had sent an email regarding people not picking up after their pets. (Email Attached) He suggested having the neighborhood dogs submit DNA samples and hiring a service that could track down offenders. He also suggested raising the amount of the fines for not picking up after your pet. He did not know how much this service would cost and he will do more research and report back to the Board.

### **4. COMMITTEE REPORTS**

#### **a. Exterior Maintenance**

Tim Cherwin that all contract items are complete and paid for. Exterior Maintenance spent \$3,600.00 for the month of December. The painting of Association fences, as of now, will begin in 2023. Time also noted that the garage door panels we currently use are becoming harder and harder to fine. We are looking into other options currently.

#### **b. Landscape Maintenance**

Jim Lennon reported that the gutter cleaning project is complete. Landscape maintenance spent \$14,000.00 for the month of December. The extended tree care contract is now in place and winter pruning will take place as weather permits. We had no snow removal for the month of December.

#### **c. Rules Committee**

The rules committee continues its discussion regarding parking and other repeat violations.

#### **d. Social & Recreation Committee**

Rosie Reiter reported that the Bunco Group continues to have a nice turn out. No other social activities are planned for the near future.

#### **e. Finance and Treasurer's Report**

Mike Grilli reported for the month of December 2021 total expense were \$55,000.00. We had a surplus for the month of \$43,500.00. Cash and Investments were up \$33,000.00. Receivables were up \$10,600.00. Assets were up \$43,500.00. Liabilities were up \$50.00. Total Equity was up \$43,500.00. Delinquencies rose from 40 to 49 units and the dollar amount rose by \$5,600.00.

#### **f. Nominating Committee**

No Report

*g. Clubhouse Decorating Committee*

No Report

*h. Garden Committee*

No Report

**5. OLD BUSINESS**

**A. Tabled Violation**

None

**B. Parking Lot Replacement**

Paul Henderson received a budget bid to replace the parking lot with the same footprint. The current cost would be \$130,000.00 plus or minus 10% based on the condition of the base.

**C. Gym Floor Replacement**

Paul Henderson reported we are still waiting for another bid for a new gym floor.

**D. Furnace and A/C Replacement for the Clubhouse**

Paul Henderson reported we have two bids for furnace and A/C replacement. It was noted that this project will most likely take place in April of May.

**E. Deck on Clubhouse Replacement**

Paul Henderson received a bid for the deck replacement at the rear of the clubhouse. It was noted that the deck would be much smaller because of the needed handicap accessible ramp. Paul Henderson will look into using a lift, rather than a ramp.

**6. NEW BUSINESS**

**A. Written Violation Notices**

Ms. Prete from 240 Oakwood Lane submitted a letter (attached) regarding the violation for having trash cans out on Friday after Thursday pickup. She stated that this was her first offence.

John Pappanduros made a motion to waive the fine for trash being out on Friday. Tim Cherwin seconded the motion. Discussion: None Vote:

Hochberg Aye

Cherwin Aye

Kurtz Aye

Lennon Aye

Johnson Aye

Reiter Aye

Pappanduros Aye

The motion is passed.

Mr. Cincinello from 233 Millcreek Lane submitted a letter (attached) regarding the violation for having trash cans out on Wednesday after Tuesday pickup. He stated that they had covid.

Jim Lennon made a motion to waive the fine for trash being out on Wednesday. Tim Cherwin seconded the motion. Discussion: None Vote:

Hochberg Aye  
Cherwin Aye  
Kurtz Aye  
Lennon Aye  
Johnson Aye  
Reiter Aye  
Pappanduros Aye  
The motion is passed.

**B. Dormant Prune for Clubhouse and Tennis Courts**

A motion was made by Jim Lennon to approve the dormant prune proposal from Premier Landscape for a sum of \$1,800.00. John Pappanduros seconded the Motion. Discussion: None

Vote:

Hochberg Aye  
Cherwin Aye  
Kurtz Aye  
Lennon Aye  
Johnson Aye  
Reiter Aye  
Pappanduros Aye  
The motion is approved.

**C. Budget for Fiscal Year 4-01-2022 to 3-31-2023**

Mike Grilli presented a draft budget for the upcoming fiscal year. Mike stated he has reviewed the current numbers and upcoming project and contracts. Mike stated that all normal maintenance project will continue moving forward. In addition the deck on the clubhouse is forecast to be done in 2023. The furnace replacement project in 2024 and the parking lot replacement project in 2025. Mike is proposing the new assessment amount be raised to \$193.00 per month. Mike noted that the assessment amount has not changed the past two years. A vote will be taken at the February 16<sup>th</sup>, 2022 Board Meeting.

**7. ADJOURNMENT**

The Meeting was adjourned at 7:56PM. The next Board Meeting is scheduled for Wednesday February 16, 2022 at 7:00 PM.

Minutes Recorded by Paul W. Henderson