

WHISPERING LAKE TOWNHOME

SPECIAL MEETING MINUTES

TUESDAY, OCTOBER 21, 2008

Board Members present: Ray Reilly, Sean Hogan, Jackie Petit, Diane Pagoulatos

Board Members absent: Terry McDonough

Management Company : Debbie Nissen (absent) Berkson and Sons.

Homeowners present: Twenty-three (23)

The meeting was called to order at 7:00 p.m. by the President Ray Reilly and a quorum was established.

The President welcomed the homeowners and proceeded to give the purpose of the Special Meeting. He stated that the issues of deck and roof replacement would be discussed. In his opening statement, he explained the five (5) year plan to replace the roofs and gutters. He stated that two (2) to three (3) buildings a year would be re-done and done in this way to avoid a Special Assessment. Along with the roof issues, there are gutter issues and due to the design of the gutters (pitch placement). The President recommended that the gutters and roofs be replaced at the same time. The Board members agreed. He went on to explain that after reviewing the roofs with three roofing companies, two companies, Prate and Michael's Roofing Companies gave written proposals. One company named Pines Roofing Company gave an aerial assessment of the property , but would only give a written estimate upon payment. The President refused this offer. Instead the Pines Company gave a proposal for a maintenance agreement:

The President explained the two types of shingles in the proposals: One type called tab shingle is guaranteed for twenty- five (25) years and the other architectural type has a thirty (30) year guarantee. The current roofs are twelve years old (12) and the current shingles are discontinued.

The total roofing and gutter bids are as follows : replace all buildings over 5 years with tab or architectural shingles (roofs) and gutters:

	<u>Tab shingles</u>	<u>Architectural shingles</u>	<u>Gutters</u>
PRATE ROOFING:	\$432,158.00	\$469,364.00	\$87,088.00
MICHAEL'S ROOFING	\$411,571.00	\$447,005.00	\$82,935.00

PINES ROOFING CO. MAINTENANCE AGREEMENT includes reviewing the buildings to do shingle maintenance and review \$250.00 for each building (16) for a total of \$21,000.00 for five years.

ROOFING AND GUTTER LABOR GUARANTEES:

PRATE ROOFING: one (1) year labor

MICHAELS' ROOFING : five (5) year labor

PINES ROOFING: nothing stated in maintenance proposal

The President stated three buildings that were critical to repair were Building #3 (addresses 13254-13256) Building #10 (addresses 13364-13372) Building #11 (addresses 13374-13382). He continued to state that the roofs could be replaced this year. He stated tonight was an informational meeting. No decisions would be voted on tonight. He also stated that Prate and Michaels are two companies Berkson and Sons uses on their managed properties, and they come highly recommended. He continued to state that the roofing and gutter project would be voted on at the next Board Meeting on Tuesday, October 28, 2008. He stated that the contract would be just for these three buildings and additional competitive bids could be gotten next year. The project amount on three buildings #3, #10, and #11 would cost: (done as soon as possible).

BUILDINGS 3, 10, 11 ROOFS AND GUTTERS

PRATE ROOFING Architectural Shingles= \$67,436 Gutters= \$12,485
Total= \$79,921

MICHAELS' ROOFING Architectural Shingles= \$64,223 Gutters= \$11,890
Total= \$76,113

The audience asked several questions:

- What is the sense of urgency?
- Do you have something in writing I can see? How do you plan to pay for this?
- Have homeowners had problems with their roofs?
- Have you had complaints of leaks?
- How many roofs have been repaired this year?
- Would you consider getting more bids?
- How many roofs are leaking?
- Will we have a Special Assessment ? We just finished paying for one.
- Why wasn't the Special Meeting Posting more informative as to the scope of the projects and the large dollar amounts to be considered?
- Why was there three (3) Pizza Flyers and only one announcement for this meeting?

The President addressed the homeowners concerns and stated that he would post a written explanation on the website about the 5 year roofing and gutter project and how much it would cost each year. He replied there was not enough time to get more roofing bids. He took a straw poll : Were the homeowners in favor of the project? There was a majority in favor of the project. The past President Toni Winninger clarified that the

elected officers of the Board are the only persons that vote on projects, and that homeowners are mailed a proposed and final budget each year.

The decks were discussed next. Ray Reilly stated that he had talked to four (4) deck companies and that three bids were to be considered. He informed the homeowners that the decks needed to be brought up to code, with hand rails. The bids were from Azteca Structures Inc, Elgin, Illinois American Deck Company , Northbrook, Illinois and Unique Deck Company, Highland Park, Illinois. Aztec Structures Inc, has completed the sidewalk repairs. The revised bid from Azteca Structures, Inc. had not arrived but called for 43 decks to be replaced and 41 decks to be repaired along with adding gates and deck lights. The current price is \$88,000. The American Deck Company did not have extensive repairs and was \$1,856. and Unique Deck Company called for leveling 11 decks and other repairs such as railings, stairs and spindle replacements, and gates for a total of \$64,000. A homeowner stated that the Azteca Structures Inc, was a home-based business . Diane Pagoulatos stated that she had just received the deck and roofing bids via e-mail over the week-end and asked the rest of the Board when they had they received their bids? After some research she found that Azteca Structures provided us with no evidence of a last name on the bid . She asked the question where are the references and intent of permits to do the work? Her research in talking to Mr. Joel Boyer , owner of Unique Deck Company, revealed he is registered with with Lake County Building Department and that we need minor work on the decks because of the age of the decks. He stated permits take up to 2-3 weeks to secure. Upon checking further, Azteca Structures is not registered with Lake County Building Department, neither listed as place of business in the City of Elgin. A member of the audience caused a disturbance due to this information. He stated that the Board was not communicating with each other . Three of the four Board members present walked out of the Clubhouse. The meeting ended at 8:20 and was not adjourned.

Respectfully submitted,
Diane F. Pagoulatos