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## Annual Meeting September 23, 2021

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### *Annual Meeting Called to order at 7:00 pm*

#### **President Linda Novelli - Introduction**

Linda introduced all trustees and welcomed all visitors. She said farewell to Ron (VP) who is leaving the board and introduced the two new members joining the board, Marianne Pierce and Anna Piccolomini.

#### **Treasurer Sharon Pollitt:**

Sharon discussed the 2022 budget. She mentioned expenses were staying roughly the same in categories compared to 2021. The main difference on the bottom-line total expenses are the reserve expenditures which will be higher in 2022. Opened the floor to questions:

**Q: Unit 64** – He noted no budget for legal last year and now there is one this year? Is there specific reason for that?

**A:** Sharon answered stating that legal expenses are not necessarily expected. We found in review that we usually have this expense since we contact our lawyer on questions that come up. The prior year budget did not plan for it, but since we do have this expense, we put on the 2022 budget.

#### **Major Project update by Gary Zimmerman:**

2021 projects:

New roofs installed on building 1 & 2. Had additional costs over 10K due to shingles melting into the underlayment where ice & water material was installed, only roofs facing south. We are also installing PVC board on the rake areas along with aluminum underneath to try to stop the carpenter bee activity. Last time we sprayed for carpenter bees the cost was \$12,000. Also replacing the rakes is beneficial because it is currently wood covered with aluminum. During most wind storms the aluminum blows off.

FYI – Our last cycle of roofs was done in 2012 at a cost of \$5,000/Unit. The roofs done this year cost roughly \$9,425/unit. This shows how costs are going up, but the board and Gary continue to monitor costs and try not to increase the condo fees.

Every driveway along with new drainage has been re-paved except 2 small end unit driveways.

We continue to replace older gutters that were installed with nails. This is a multiyear project.

The Board approved replacing the boards on decks that were done when vinyl decking just started to become available. We started replacing the deck boards on building 11. The 1<sup>st</sup> phase decking material that was used over 14 years ago was compressed vinyl and wood fibers and not a true vinyl material. While doing this project we have found rotted wood and floor joists not anchored.

2022 projects:

There will be 3 roofs (building 15, 16, 17) scheduled to be done at a cost of approximately \$204,000.00.

Depending on budget and board votes we may continue with deck board replacement and gutter replacement.

Gary consulted with the state fire marshal's office and if low profile heat detectors get installed they do not have to be tested for 15 years. The Board approved a plan to have them installed in the attics so that we don't have to go into the attics every other year. We will also be able to alter our testing plan, which will save Chapman Place money in the long run. This is also a multiyear project and will be planned with annual testing so it doesn't impact residents too much. The cost of each low profile heat sensor is approximately \$75, 169 low profiles need to be installed- rough cost \$12,675.

Gary Z. took this time to thank Gary Heil for the hard work and assistance he has given to Chapman Place. All his hard work has saved Chapman money based on what it would have cost to hire landscapers or contractors.

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### Questions and Answers:

**Q: Unit 73** Asked how/who decides the capital projects to be done – she had issue with material on her deck since she cannot have a grill on the deck? – Also her building 7 has no stairs off her deck – why not, as she wants them off her deck?

**A:** She should contact the office in order to get on the agenda for the monthly meeting to mention these concerns – Gary also explained that any change to the actual structure of the units/decks would have to be approved by 75% of all unit holders – Chapman Place only maintains the current layout of the complex.

As far as the projects, Gary brings up projects at the budget meeting for it to be decided upon based upon the capital plan, life expectancy of items or any current problems that could alter the plan. However, if something has a more immediate need of repair then it is brought up to the board for review.

**Q: Unit 174** – Any possibility of updating the playground, seems outdated. Could we get some other items that are user friendly and less dangerous?

**A:** A few of the swings were updated but there are other things that could occur. Playground items are not cheap so it would have to be planned. Playground and tennis court aren't used a whole lot so they are low on the list. Seems more kids are visiting the playground so the Board could look at options. Gary encouraged sending any ideas to the office to have them put on the monthly agenda for the Board to discuss.

Gary mentioned we have some of the lowest condo fees in the area so the board has to prioritize projects. Prices continue to go up but we have been able to keep the condo fees stable.

### Quorum:

Treasurer Sharon Pollitt announced that we reached quorum with 93 units responding (67 units needed for quorum), 62 proxy and 21 units in attendance.

Motion on the floor to move to elect the slate of candidates, second by unit 108. All unit owners in attendance were in favor.

Voting did not have to be tallied because there were 6 slots open and only 5 candidates on the ballot.

### Community update:

#### *Violations and being consistent – Gary Zimmerman*

Gary talked about what the common area is (all the land) and what is considered exclusive use (patio/deck, mulch or stone area near your deck/patio, sidewalk and driveway, area in front of your stoop).

Gary also talked about the project to remove bushes in unit owner's exclusive use area and that we will no longer be maintaining them after this year.

#### *CPC Communications - Gary Zimmerman*

Over the years people have been throwing away many things that are not considered recyclable. Gary explained why we put up the camera at the recycle area and talked about items that are not recyclable.

#### *Low Profile Heat Sensors – Gary Zimmerman*

The office follows a procedure when a violation is reported. The person submitting the violation remains anonymous. We are here to up hold the Rules and Regulations to prevent things from getting out of control.

#### *Selling of Land to IL Camino – Gary Zimmerman*

We are only 20 votes short of approving the sale of the land. We are calling and/or stopping by to ask for the votes of those owners that haven't responded.

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### *Investigate the possibility of city trash pickup – Gary Zimmerman*

The board approved investigating why trash isn't picked up by the city since Chapman Place pays the same taxes as everyone else in the city. Gary did a poll of the audience just to see what the residents thought. There are still unknowns but the big difference that is known with the city tote is that it is 1/3 the size of the current totes. The majority of people with the informal vote stated they would consider the savings over the size of the totes if the city did do the trash pickup.

### **Question and answers;**

**Q: Unit 64** What is Archer's process is for patrolling?

**A:** Archer was bought by ISS security but the process is the same. We have them come in twice a week on random days Mon-Thurs and also a few times on the weekends. They list all license plates that are parked in visitors parking and send us a report. Maryann, in the office, then transfers them onto an excel spreadsheet. Gary wrote some code to extract data from TOPS (our condo software) to then put into excel. He then wrote a formula to check the license plates entered by Maryann and if it finds a match it will show the unit number associated with the license plate on file.

Gary also mentioned that some cars aren't within our database so it takes some time to investigate to try to find out what unit a car belongs to. It was also mentioned that people need to call into the office when they see a car in visitors frequently. Some people may think Chapman Place does not do anything in response. We do, but sometimes it takes a while to figure out what unit is tied to a vehicle.

**Q: Unit 64** Would condo fees be lower if the city picked up the trash?

**A:** Gary's response was they would not be lowered on account of this. As stated earlier with costs going up, we are trying to keep the condo fees the same. Sometimes the way we do this is finding places to save money as it would be in this situation.

**Q: Unit 64** Are there were any other differences than just the tote size if the city did the trash pickup?

**A:** This would be part of the investigation if the city did do the trash pickup. It could include a second recycle tote and 1 large item pickup per month.

**Q: Unit 175** If we switched to the city would the trash expense go away completely?

**A:** Yes we would expect it to.

**Q: Unit 102** doesn't mind the tote size but she is having issues with the current company missing her trash.

**A:** This is why it is important for people to call the office and frequently reporting their trash was missed. This helps us understand if it's always the same unit, or does it happen frequently but to different units. Having it logged helps us understand how often it happens and whether we should renew the contract.

It was also mentioned at this point that Gary is not on call 24/7 and all calls should go to the office. The office admin doesn't have to be there to log an issue, either call and leave a message or send an email to the office.

**Q: Unit 155** how long are those activity logs kept for totes not being picked up? Also stated the lawn mowers race thru the area behind her – and has issue with grass clipping on the patio.

**A:** Gary stressed again to call this into the office so there is a log. Maryann logs everything in a book, when the book is full we file it so it's saved for a while. Not an easy method to look back on, which is why Gary will log certain things separately to trace trends.

**Q: Unit 213** looking for an update on the missing fence from the car accident?

**A:** Fence has been ordered with the contractor so it is in the contractors hands at this point. It took a while to settle the insurance claim and get a check. Also Gary went to the board to request more fence to be replaced so it would look good as the replacement will be a different style fence since the current fence is no longer available.

### **Final Comments:**

Winners of the door prizes: \$25 gift card unit #74, #113 & #129

Linda thanked everyone for coming to meeting and wished every safe and healthy year.

Meeting adjourned at 8:00pm