

Lakebreeze Villas Townhome Association  
Homeowner Meeting Minutes

**Date:** Wednesday, 29 June 2022, 7pm

**Location:** Ela Area Library, 2<sup>nd</sup> Floor Conference Room

**Attendance:**

#3 Giordano		#4 Poklop		#5 Kenneth IP		#6 Harrington		#7 Cross	x
#8 Vandeneysel		#12 TBD		#14 Kriscke		#16 Stock		#17 Stevens	x
#19 Langer	x	#21 Razes		#24 AH4R		#25 Overman	x	#26 Surbhi	
#27 Fiorier		#28 Eickelberg		#29 Haidu		# 38 Sherer*	x	#39 Baigorria	x
#41 Riley *	x	#42 Mastores		#44 Stodden		#53 Cardenas		#54 Connor	
#55 Stange*	x	#56 Zamair		#57 Breeman		#58 Gray		CarlynnMgmt	x

\*Board Member

**I. Call to Order** Meeting called to order at 701PM

**II. Roll Call** Complete, see attendees above.

**III. Approval of Agenda:**

**Motion to approve Agenda and waive Reading of Minutes:** Jim Sherer

**Second:** Horst Stange

**All in favour:** All approved.

**IV. Treasurer's Report (numbers listed from April 22 Meeting)**

BBT, General Fund 8276                      \$69,960.31

BBT, General Reserve 0065                 \$82,055.40

BBT, Roof Reserve 0073                     \$ 1,000.01

**Total**     **\$153,015.72**

Roof Reserve is incorrect, by approximately \$14,000. Must move funds from General Reserve back to the Roof Reserve. Horst is OK with this.

**Motion to approve Treasurer's Report:** Jim Sherer

**Second:** Horst Stange

**All in favour:** All approved.

**V. Management Report**

**1. Roofing Contractors RFQ is out for bid.**

- Assessment of Roof conditions to be completed for Phase 1-2-3 based on need per the contractor's professional opinion.
- All American Exterior quoted \$433k.
- Berry Roofing and One-Stop Contractors also submitting a quote.
- Performance Roofing quoted \$27k/building.
- Oak Roofing original bid in 2021 was ~\$30/building but requested in 2022 with new material costs (inflation) at ~\$44k/building.
- Amsterdam provided quotes.
- Board to meet in an Executive session to review and compare quotes.
- Assessment was based upon 2021 costs, and may not be enough to cover the costs due to inflation. Horst believes costs will come down over the life of the project and should average out but we will reassess each year.

**Motion to approve Management Report:** Jim Sherer

**Second:** Horst Stange

**All in favour:** All Approved.

**VI. Old Business**

**a) Core Sample Quote –Soil Engineering and Testing Consultants (SET), John Petriccione**

- Did a site inspection and provided a quote for \$2250 which the Board has approved.

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- Completed. Report provided to Homeowners at #44. Garage slab settled due to the sprinkler room pipe burst. The foundation is solid and shows no damage. We are following the engineer's report to not make any changes since the floating slab floor is prone to settlement naturally. #44 Homeowners are in agreement.
- Tuckpointing work to be ordered to fix the exterior crack. Martin's will be contacted to complete the work.

**b) New Insurance policy** is completed and active.

**Motion to approve Old Business:** Jim Sherer

**Second:** Horst Stange

**All in favour:** All Approved.

#### VII. New Business

- a) Landscape Removal #27. New homeowner is requesting the overgrown foliage to be removed by the Board. In exchange, he will install new plants and bushes. Old bushes to be removed and the day lilies to be split and replanted on the north side of the retention pond. BOD Approved the work to be completed.
- b) Window replacement #42. Quotes are being obtained to replace the exterior upper window overlooking the courtyard. Quotes should be available by 1 July or following week due to the Holiday weekend. Board has pre-approved \$1000 for window and installation up to a 15% overage. If the quote comes in over the margin, then we will revisit the costs.
- c) Deck Pillar #28. The deck pillar needs to be replaced. Jim will obtain a quote from Martin's for the work plus the tuckpointing for #44. Board has approved the work to be completed.
- d) Mulch. Websters will be putting down mulch within 1-2 weeks. Bushes and trees have been trimmed this week.
- e) 3 Trees for the West border of the community against LifeTime Fitness fence. Will revisit closer to fall planting season.
- f) Retention pond. Letter to the LZ Mayor has been sent. Questioning if Lifetime Fitness work has somehow redirected the natural spring that feeds the retention pond and Lake Zurich. Water levels in both are significantly lower even though we are not in a drought situation. Fountain pump is turned off. Scientific Aquatic has been called to review the pump/fountain as part of normal maintenance contract.

**Motion to approve Old Business and Management Report:** Jim Sherer

**Second:** Horst Stange

**All in favour:** All Approved.

#### VIII. Homeowner Forum

**Unit # 19.** Last year the courtyard steps and sidewalk were replaced due to cracks and damage. The repairs were compliant to current building code. However, the courtyard pavers are now below the sidewalk level and Loretta says this is a trip hazard and wants the HOA to repair her courtyard pavers. She has asked the Village of LZ to review the trip hazard. HOA Board stated this is not an HOA matter as the courtyard repairs are the homeowner's responsibility.

Loretta also asked about sump pump and ejector repairs. Was advised to contact a plumber because all systems in the home are responsibility of the homeowner.

**Unit # 25.** Annette asked if the dead tree in back of the unit can be removed when the work at Unit #27 is completed. Board agreed to review separately once the site walk about is rescheduled.

Also asked what information is provided to new homeowner when there is a sale. The buyer's attorney receives a closing packet as part of the sale documentation. This includes the bylaws, rules & regulations, etc... This information and more is available on the Lakebreeze Villas website. We will add to the next newsletter.

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**Unit #17** Gerry offered to provide the information to Loretta of the contractor who did his courtyard pavers. He is quite pleased with the work. Gerry asked for confirmation of the amount of the Roof Assessment for his unit. The information was provided to him privately.

**Unit # 7.** Chris asked to have his courtyard gate latch to be repaired. It is not closing properly.

**Unit #39.** Julie questioned if her Radon fan had to be attached to the roof. Jim said it is anchored without being attached and is fine as-is. Also asked if it was OK for them to put down some dirt in the front of their courtyard gate. No objections by the Board to do this.

**IX. Special Motions.**

**Special Motion #1** Based upon advice from legal counsel, motion to terminate Carlynn Management's Contract for failure to perform their contractual obligations.

**Motion:** Mary Riley

**Second:** Horst Stange

**All in Favour:** All Approved.

**Special Motion #2** Based upon advise from legal counsel, motion to authorize Tressler (attorneys for the HOA) to send an official letter of termination to Carlynn (with copy to BBT WinTrust Bank) with a demand for turnover of records, documents, bank account records, checkbook, etc. to Bluestone Management.

**Motion:** Mary Riley

**Second:** Jim Sherer

**All in Favour:** All Approved.

**Special Motion #3** Based upon advice from legal counsel, motion to award limited scope Management contract to Bluestone Management and so authorize Bluestone Management as the sole management company to act upon behalf of Lakebreeze Villas HOA upon effective notice that the Carlynn Management contract is terminated.

**Motion:** Mary Riley

**Second:** Horst Stange

**All in Favour:** All Approved.

**Special Motions #4** Based upon advice from legal counsel, motion to order an official full and independent audit of HOA books by Carlynn Management from the turnover of contract from December 2021 through June 30, 2022 which represents the period of Carlynn's time in managing Lakebreeze Villas HOA.

**Motion:** Mary Riley

**Second:** Horst Stange

**All in Favour:** All Approved.

**X. Motion to Adjourn**

**Motion to approve:** Jim Sherer

**Second:** Horst Stange

**All in favour:** All Approved.

**Closed Executive Session of the BOD will follow the HOA meeting.**

**Meeting Schedule**

~~Tuesday, 12 April, 2022, 7pm, Business Meeting, cancelled per Jim's request. Rescheduled to 14 April 2022~~

~~Tuesday, 12 July, 2022, 7pm, Business Meeting, rescheduled to 29 June due to vacations.~~

Tuesday, 18 October, 7pm Financial Budget Proposal

Tuesday, 13 December, 7pm Budget Approval

Tuesday, 10 January 2023, 7pm Annual Meeting