

James/Kilmer

Condominium Association Newsletter

Editors: Judy Barnes and Diana Cardenas



James House Painting & New Balcony Membrane Installation

Richard Vicens, JK Association Property Management

General

A contract was awarded to Golf Construction in 2009 to have remedial concrete work take place in 2010 as mandated by the City Façade Ordinance. You will recall the drilling, concrete removal and patching throughout last summer.

The next phase (after window installation), which began on Wednesday, June 1, includes power washing and painting of the entire building. This is taking place on the west side of the building at this time, since that was the first phase of the Window Installation. This next repair phase also includes balcony railing repair and.....

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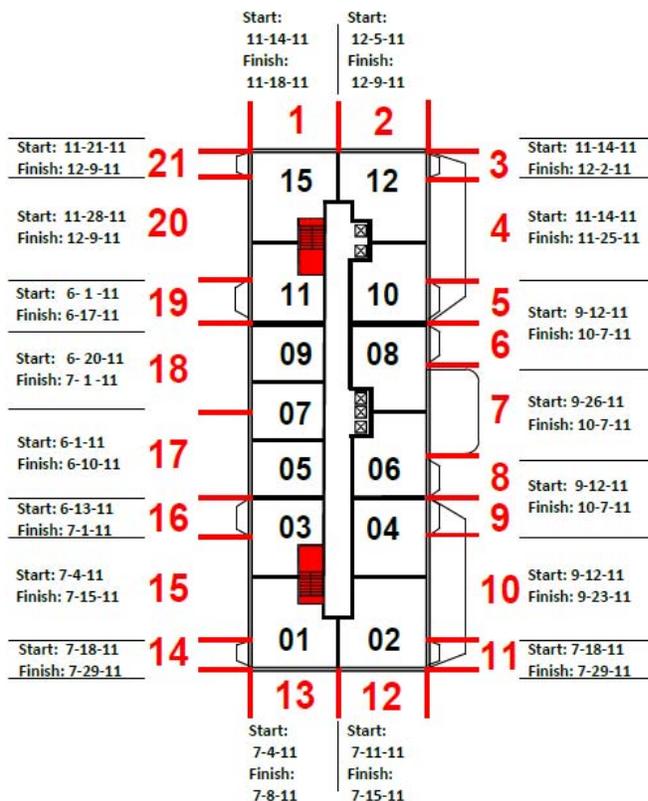
painting, and the installation of new membranes on all balconies. This second phase work will follow behind the window installers throughout the building. It is anticipated that these workers will catch up to the window installers and therefore there will be periods of time in which no work will be done during the summer.

Balcony work

Golf Construction has developed a complete schedule showing the inclusive dates for their scaffold drops to perform the work and this schedule is shown below. The balconies are a little complex in that each balcony tier will be shut down for approximately three weeks. All balconies in a particular tier need to be prepared at the same time for the application of the new membrane. The preparation will include power washing, application of a prime coat and finally the application of the new membrane.

It will be necessary that all furniture, grills and other items be removed from balconies. Unlike the situation last year where certain items could be left on the balconies and moved by the contractor, *nothing may be on the balconies*. Once you are notified that your balcony tier will be shut down. You must arrange to have your balcony cleared either by storing items within your unit or calling the Management Office so that a work order may be created to have your belongings removed, stored, and returned to you once your balcony is back in service.

**JAMES HOUSE PAINTING AND BALCONY MEMBRANE SCHEDULE
TENTATIVE WEATHER DEPENDENT DATES**



The Schedule

The first scheduled balcony drop is #19 which coincides with Tier 11 balconies. You will be able to follow the drop schedule to determine when your balcony is tentatively scheduled for work. In addition to the Tier 11 work, we are also doing drop #17 which is painting for Tier 5 and part of Tier 7. Please keep in mind that this schedule is weather dependent, with wind and rain possibly causing the schedule to change. Notwithstanding this schedule and based on conversations with the contractor, it is quite likely that we will not be able to finish the James House painting and balcony work in 2011.



Upcoming Meetings and Events

Board of Directors Meeting

June 28, 2011, 7 p.m.

Website Committee Meeting

July 1, 2011, 7 p.m.

All meetings will be held at the Penthouse.

Finance/Treasurer's Report

Betty Latson, JK Association Board Treasurer

The Association's financial position continues to be strong. Through the first four months of 2011, the Association is reporting a slightly higher deficit than the budgeted deficit. The two main reasons are the uninsured losses resulting from the HVAC pipe breaks as well as utility costs that belong to 2010.

Through April 2011, our Association reported total revenue of \$1.76 million (excluding the Direct Charge revenue). Revenues were \$18,000 higher than budget due primarily to higher garage net income.

Operating expenses were \$1,425,000. Uninsured losses and building interior repairs related to the HVAC flooding as well as \$25,000 in utility bills caused operating expenses to be over budget by \$54,000.

After the provision for capital reserves, our Association generated a net operating deficit of \$108,000, which was \$35,000 over budget. Excluding the 2010 utility costs, the Association would only be \$10,000 over budget.

Our Association continues to have healthy reserves. At April 30th 2011, our operating reserve stood at \$153,303. Our capital reserve fund stood at \$6,537,615, and the loan balance stood at \$2,822,417.

I would like to take this opportunity to answer several questions that have arisen from unit owners.

- 1. A number of unit owners have noted that our Association has very healthy capital reserves. Unit owners have asked how the Association is planning to use the capital reserves.**

Over the next two years, the Association expects to spend \$5.8 million in common element capital expenditures. The most noteworthy projects include: James penthouse and lobby window replacement (\$770,000); James remaining exterior façade repairs and façade painting (\$760,000); Kilmer façade repairs (\$360,000); James roof and sundeck replacement (\$900,000); Commonwealth Edison vault (\$355,000); elevator related costs (\$260,000); James and Kilmer air balancing and air duct cleaning (\$700,000); garage repair costs (\$500,000). The Association must also set aside \$1.2 million as contingency reserves for the James and Kilmer façade projects in case the Association faces unexpected costs or problems with the projects. We are currently contributing \$1.3 million in capital reserves each year. After these major projects are completed, the JK Capital Reserves will be substantially reduced, but the capital reserves will remain above the Association's minimum goal of \$1 million. As the window and concrete projects approach completion, we will know whether there will be some money from our capital reserves that we can put toward the HVAC pipe repair project.

- 2. How does the Association determine the level of capital reserves that it should maintain?**

Every five years the Association commissions a capital reserve study that is completed by an independent consultant. The consultant projects the useful life of our Association's building elements and produces a report of the probable capital expenditures. The Association uses the reserve study to project the capital reserves that will be needed to pay for the potential capital expenditures. The most recent capital reserve study was begun in August 2010. We continue to refine the 2010 capital reserve study, and hope to finalize the study shortly. Completing the 2010 reserve study has been challenging. We have many projects close to starting, and we prefer to include accurate costs of these projects in the reserve study rather than rough estimates.

- 3. What are the capital expenditure plans for Kilmer?**

The Board voted to move forward with the Kilmer exterior capital expenditure projects. The projects include tuck-pointing of the Kilmer façade, repairs and painting of the concrete, balconies, railings, and patios. and sealing of the Kilmer windows. Kilmer

unit owners will incur a direct charge for the limited common element portion of the capital expenditures. The Finance Committee has been working to estimate the potential direct charge to Kilmer unit owners as well as whether any financing options can be provided to the Kilmer unit owners. The Finance Committee has discussed potential financing that could range up to 3 years. No decisions have been made on the amount of the direct charge or the financing options. The Finance Committee will be sending out informational letters to unit owners reflecting the potential cost. Our best estimate is that a direct charge would most likely be levied no earlier than sometime in the fourth quarter of 2011. More information will follow.

Property Manager's Corner

Richard Vicens, JK Association Property Manager

James Windows Project

Phase II of the James windows project was completed on Tuesday, June 7. There will be a water and air test of a higher level unit on June 15 and 16. On June 17, the dismantling of the south mast climber will begin with completion of that work expected on June 30. Therefore full opening of the **swimming pool** will be delayed until approximately June 30. Phase III (east James façade) is scheduled to start at the 43rd floor on June 20.

Kilmer Façade Project

At the May 31 Board meeting, the Board approved awarding a contract to Golf Construction for Kilmer House façade work to include window sealant, tuck pointing, concrete repair, balcony railings repair and painting, and the installation of new balcony membranes. The work includes approximately \$275,000 of limited common element items. This cost must be shared proportionately by the 96 Kilmer House owners. An allocation worksheet has been prepared and is being reviewed by the Finance Committee.

Com Ed Vault Project

The Com Ed vault repair contract has been approved by the Board and signed by President Duane Hickling. The contract has also been signed by Meade Electric and interior vault work will start on June 20. The project will require that an excavation take place over the vault area which is on the east side of the fountain. This will begin around July 5. The normal in and out traffic patterns for the garage will be shut down and temporary in and out lanes will be laid out on the west side of the fountain. The project is expected to last 6-8 weeks.

Lateral HVAC Pipes

Specifications for the materials and methodology of work will be received on June 14. The project will then be bid out to several large firms which would have the capability to provide the labor to install as many as 10 shut-off valves per day. Once the valves are installed, different crews would follow to run the new lines from the valves to individual convector (air handling) units.

HOA North Mall Repair

Installation of larger coping stones atop the Kilmer House west terrace walls is nearing completion. A large section of defective concrete and reinforcing rod has been discovered in bicycle room #1. An opening as large as 12 feet by 12 feet will have to be made into the ceiling of the bicycle room through the terrace deck of Unit 115K. The bicycle room will most likely be out of service until July 1.

James House Elevators

There have been five Otis Elevator mechanics here in the past few days doing needed work on Car 2 and correcting a list of deficiencies that was developed by our elevator consultants, Jenkins & Huntington, Inc., in their March 2011 report to us. The work on these elevators is expected to be completed by June 10.

Factual Update on JK Lateral HVAC Pipe Replacement

Judy Barnes, JK Association Vice President

This is second Factual Update on the JK Lateral HVAC Pipe Replacement Project, (the first Factual Update distributed on May 9, 2011 to JK Residents/Owners and available on the JK Website). To date, there have been 28 breaks/leaks since 1998, with an uptick in the frequency in late 2010 and in 2011. To date in 2011, there have been 14 breaks/leaks (half the total in 13 years):

1 in February,

3 in March,

2 in April,

8 in May

Total YTD--11 in James and 3 in Kilmer.

The following data shows the percentage of breaks/leaks in each building:

	<u>Total Lateral Pipes</u>	<u>#Breaks/Leaks</u>	<u>Percentage</u>
James	2480	20	.81%
Kilmer	<u>504</u>	<u>8</u>	<u>1.6 %</u>
Total	2984	28	Avg. .94% (or less than 1%)

Besides the impact of simple aging and rusting of 40 year old black iron pipes, the added burden and pressure caused by the increase in the number of times a vertical riser must be drained and re-filled (due either to shutting off/draining a riser due to a break or a simple seasonal change-over from heating to cooling or vice versa). This stress causes many changes in pressure especially in the lower floors of the building—thus exacerbating the weakening/breaking of the lateral pipes. The low percentage shown in the above chart is not meant to minimize the NEED to do an immediate, mandatory replacement, because as we know, there can be extensive damage that each break can cause. The force of gravity with water running down and other factors, including the amount of time before a leak is detected and the related vertical riser shut down to stop the water, all contribute to the degree of damage. It can be estimated that over 70 units have experienced some damage, ranging from mild to severe, from recent breaks.

Project Timeline/Milestone Update:

I. The **Infrastructure Committee** (IC) met on May 16, 2011 (for more detail, see the IC meeting minutes on the JK Website) and after considerable discussion/review of two alternative approaches to lateral pipe replacement (*voluntary versus mandatory*), **the following IC Actions Items were recommended :**

A) A *motion was made and seconded as a recommendation from IC to the Board and Finance Committee (FC) to move forward with a mandatory program* as follows: “The committee recommends that the board approve a mandatory program of replacing the lateral heating/cooling water pipes in all units plus the installation of shut off valves for each unit’s supply and return pipes. This project should include appropriate project management to assist with implementation.”

B) The IC action items include both *tightening of the engineering specs/oversight but also pricing oversight to gain the volume pricing* for a project of this size—approximately \$3 million.

C) The IC action items include *asking the Finance Committee to determine how to finance such a mandatory LCE program.*

II) *Re-work/tightening of the current engineering specifications for materials and methodology of work is being done (B listed above) and will be received on June 14* from John McGuire, who was referred to the association by Wiss, Janney, Elstner, a large structural engineering firm who specializes in these types of projects. These specifications replace the current, preliminary work done by McGuire Engineering, which was deemed not as comprehensive and complete, as required for a critical, infrastructure project.

III) Please refer to Betty Latson’s “Treasurer’s Corner” article in this June newsletter (page 3) for information surrounding the **Finance Committee’s** considerations/responsibilities for this project financing (C listed above).

IV) The **Board of Directors**, at its May 31, 2011 meeting last week, *voted to “disallow voluntary individual HVAC lateral pipe replacements and that replacements may be made only with an Association-wide mandated replacement program. The IC and Board are in the process of planning*

that replacement”.

In addition, and as related items to this HVAC project, at the *April 2011 JK Board of Directors* meeting, *a motion was made and approved to replace the 25 Kilmer Vertical HVAC System Riser Valves with 1 ½ inch Gate Valves.* This was a critical project which created awareness when Unit 610 Kilmer experienced an HVAC break in March 2011, and the critical vertical riser valve, which needed to be shut off to stop the water flow, was frozen. It was finally shut off, but in the interim caused greater water damage because it could not be shut off immediately when the break was detected. As a related precaution, the James vertical tier valves were checked, lubricated and found to be in good working order.

V. *Next steps for IC to move this project* forward and make final contractor recommendations to the Board of Directors:

- 1) Review/Finalize the revamped engineering specifications when they are received on June 14.
- 2) Bid out the project to several large contractors with pipefitter/plumbing/insulator capability to provide sufficient labor to install as many as 10+ shut-off/check valves per day, followed by convector hook ups and, then, insulators. Ask bidders for other innovative approaches to the project process.
- 3) Review bids, interview bidders, recommend contract award to the Board.
- 4) Obtain board approval of contract award.
- 5) Contract review, finalization and signing.

VI) *Next steps for FC to move this project* forward and recommend final financing (direct charge/reserves) to the Board of Directors:

- 1) Review reserves to determine and demonstrate final financing recommendations, given demands of other major common element capital expenditures deemed critical by the JK Reserve Study.
- 2) Billing to owners.

REMINDER!!!

Please note that during the Window Project (currently scheduled to be finished in Mid-November), Dog Owners may use passenger elevators only if a freight elevator is out of service or there is inordinate wait time for the freight cars. **This will only apply on weekdays from 6:30 a.m. to 8:30 a.m. and from 2:00 p.m. to 4:30 p.m.**



Engineer's Corner

Kurt Kruger, JK Association Chief Engineer

The HVAC Season has begun!

We have changed over to cooling. The cooling season in Chicago is roughly 2500 hours--from June 1st to September 15th. You now should turn the HVAC grids inwards towards the room to enhance the cooling effect. In practice, you should change your HVAC filters once per season (twice/year). Only during the A/C season, do you need the antibacterial (yellow) tabs installed in your upper HVAC pan, which assist in keeping your condensate pans from getting clogged and overflowing.

An Upgrade to Single Source Recycling!

We are modifying/upgrading our building recycling process this month to be in compliance with the City of Chicago's preferred method, which is Single Source Recycling. There have been handouts and signage, which provide greater detail on the changes. If there is any doubt, please talk to a maintenance person and you will be guided through it. Basically the ONLY two changes are that:

- 1) Instead of throwing the blue bags with recyclables down the chutes, *you should deposit them in either of the recycling containers in the basement of James or in the containers at the Garage first floor, outside the office.* But please use the blue bags, as we have great supply. A brown paper bag (which is a recyclable material) is also accepted. As before, all recyclables must be rinsed.
- 2) The permitted recyclables have been increased to include more products and do *not* have to be separated by type of recyclable material. Please break down all recyclable cardboard boxes.

Committee/Task Force and Other Updates

Recycling Task Force -- Gail Gill, Chair:

Single Stream Recycling (SSR) is the preferred recycling method by the City of Chicago because it is the most effective and efficient method whereby a greater variety of recyclables can be deposited and all can be put into one bag/bin and not separated by type (e.g. glass, aluminum, plastic) due to the newest recycling technology. The JK Board has approved moving forward with SSR. Additional information has been door dropped to all residents by the Task Force. The recycle bins are located in the James Basement (between the elevator

banks) and in the JK Garage (near the garage office). Important things to remember:

- 1) Recycle material must be rinsed clean;
- 2) Recycle material in blue bags must be brought to recycle containers and NOT dropped in chutes;
- 3) Cardboard boxes must be broken down;
- 4) Use the blue bags (we have ample supply) or recyclable paper bags to deposit recyclable materials in recycle bins. Also recyclables can be deposited into the recycle bins without bagging.

Technology Task Force – Nancy Slattery, Chair:

Final data has been received for the task force to begin its review. They expect to meet in the next 2 weeks.

Pet Committee – Nancy Slattery, Board Liaison:

Due to Carol Abrioux's absence, the Pet Committee meeting is being rescheduled.

Alderman Reilly's 42nd Ward and Neighborhood Updates

Judy Barnes, JK Association Board Vice President

First 'Cycle Track' to be Installed on Kinzie Street

Alderman Reilly and Mayor Emanuel are committed to creating a world-class bike network in Chicago. A key component of the network is building protected bike lanes (cycle tracks) which separate bicyclists from motor vehicle traffic. **Chicago's first cycle track will be installed on Kinzie Street, connecting Milwaukee Avenue and Wells Street, Chicago's most popular bike lanes!**

Reilly Promotes Bike Safety in the 42nd Ward with this year's Share the Road Campaign!

Alderman Reilly has partnered with the Chicago Police Department and the Chicago Department of Transportation (CDOT)'s Bicycling Ambassadors to improve bike safety. With more cyclists on the road than ever, Chicago is showing its commitment to the safety of all road users by upholding traffic laws through the Share the Road Campaign.

Events will focus on dangerous behaviors that put cyclists and motorists at risk, including:

- motorists who pass cyclists without the required minimum 3 feet of clearance;
- motorists who park in bike lanes or open car doors into a cyclist's path (aka "dooring.");
- and

- cyclists who disobey traffic signs and signals and ride at night without headlights.

New this year is ***Bike to Work Week, June 9-17***, with a variety of events planned to celebrate and encourage "biking it" as a way to get around Chicago.

Vehicle Sticker and Residential Permit Parking Reminders

It's time to buy your 2011 - 2012 Chicago Vehicle Sticker! The 2010-2011 vehicle sticker expires on June 30, 2011. The City Clerk's Office provides a 15-day grace period before vehicle sticker enforcement begins on July 16th. Stickers are now available online at the Chicago City Clerk's website (<http://www.chicityclerk.com>) and at various locations. There is no additional charge for online purchases and vehicle sticker prices remain unchanged from last year. On **Saturday June 25th**, one day only from 10:00am - 1:00pm the Chicago City Clerk's Office will be selling City of Chicago Vehicle Stickers, Residential Zone Parking Passes and Daily Guest Pass Booklets at the 42nd Ward Constituent Office located at 325 W. Huron Street (lobby).

Hearings for Changes to RTA Seniors Ride Free Program

State legislation passed in February will restrict free rides to only low income Illinois seniors enrolled in the Circuit Breaker program managed by the Illinois Department on Aging. All other seniors will be required to pay a reduced fare. These changes will be taking effect this summer.

Farmers Markets 2011 - Now Open through October

This year marks the 32nd Anniversary of the Chicago Farmers Markets, presented by the Department of Cultural Affairs & Special Events. The City of Chicago Farmers Market system includes 19 markets located throughout the metro area. During this event, local farmers participate offering the freshest fruits and vegetables.

42nd Ward Farmer's Markets in our JK Neighborhood already open:

Division Street - Division and Dearborn

May 14 - October 29; Saturdays 7:00 a.m. to 1:00 p.m.

Farmer's Market Open Year-Round:

Chicago's Downtown Farmstand - 66 E. Randolph

Monday - Friday from 11:00 a.m. to 7:00 p.m.; Saturday 11:00 a.m. to 4:00 p.m.

Green City Organic Market – south end of Lincoln Park during summer/fall and moves to the Notebaart Museum on Fullerton during the winter.

Laws on Paws: a Friendly Reminder for Pet Owners

Responsible pet ownership involves following local laws. Chapter 7-12 of the Chicago

Municipal Code governs animal care and control in the City. For more information or to report a violation, please call the City of Chicago Non-Emergency Helpline at 3-1-1. As a good pet owner and neighbor, here are a couple key ordinances to keep in mind:

Leash Your Dog (7-12-030: Animals Shall Be Restrained)

Keep your dog out of danger and prevent tragedy. Even a well-trained and properly socialized dog needs supervision, instruction and boundaries. Here are some reasons why it is important to leash your dog:

- Prevents your dog from straying, getting lost, or darting into traffic;
- Protects your dog from unseen or unknown hazards;
- Protects your dog from startling unsuspecting pedestrians and cyclists; and
- It's the LAW! A fine of \$300 can be issued to an owner for having a dog unrestrained.

Curb your Dog (7-12-420: Removal of Excrement)

All owners (with the exception of those who require service dogs) must clean up any excrement left by their pets. Properly disposing of pet waste prevents the spread of infectious diseases and can help ward off rodents. An owner that neglects to do so may face a fine between \$50 and \$500.

GERMANIA PLACE - EVENTS 2011

JUNE - AUGUST

JUNE		JULY		AUGUST	
6/13-6/17/11	150 GUESTS	7/16/2011	200 GUESTS	8/6/2011	300 GUESTS
6/18/2011	150 GUESTS	7/30/2011	300 GUESTS	8/7/2011	110 GUESTS
6/25/2011	200 GUESTS			8/13/2011	200 GUESTS

JK Garage Update: The garage needs the help of all self-park customers!

Eddie Main, Standard Parking Garage Manager

It is a requirement of the James Kilmer Condominium Association for all self-park customers to have a spare key on file with the garage. This requirement ensures the best and safest operation of our JK parking facility.

Having the spare key on file will allow the ability to rapidly move vehicles in times of emergencies. This is especially important as many aspects of the JK Association's infrastructure are maintained in the garage. Failure to be able to quickly move a vehicle may result in extensive damage that could have been minimized if vehicles could have been moved immediately. The resulting damage may impact the JK garage structure itself, other JK residents' homes, your vehicle, employees/residents, and/or guests.

Thank you in advance for your cooperation. Please feel free to contact me with any questions: Eddie Main Jr., Facility Manager, 312-787-5436.

HOA Report

Jack Vedra, HOA President

In an attempt to control the increasing misuse of the Village malls by some dog owners, the board of Sandburg Village Homeowners Association (HOA) has authorized special security patrols. These patrols will be scheduled on random days and at random times of the day and evening hours. The security guards will be concentrating on (1) dogs that are off leash, (2) dogs and their owners who are running and playing in the landscaped areas of the malls, and (3) dog walkers who are not cleaning up after their pets. Village residents who are identified and are breaking rules are subject to fines.

The HOA board is well aware that many violators are neighbors from the surrounding areas who take advantage of Sandburg's malls and dog runs. Signs indicating proper behaviors with dogs will be posted in the malls for the benefit of neighborhood visitors.

The following three HOA rules are reprinted as a reminder for those who have not recently reviewed them:

- A. Dog owners/walkers may not allow their dogs to be on any of the grass, flower, or planted areas under any circumstances. This includes the garden areas of the malls and mini-malls.
- B. Dog owners/walkers must ensure their dogs use the designated dog walks for urination and defecation. Dog walkers are responsible for disposal of dog litter.
- C. Dogs must be on a leash at all times when on the common elements.

Website Update

Ron Miller, JK Association Website Committee Chairperson

Your association website - JamesKilmerCondo.org - is the place to go 24/7 for handy reference information.

Monthly site visitor data indicates all features are used; have you visited lately? We encouraged you to visit and explore. Features available include James House Window Project information; Association Committee information, a link to Sandburg Village HOA and copies of meeting minutes; JK Board and Committee meeting minutes; Posted notices; Association documents and forms that can be viewed and downloaded; Floor plans; Garage information; the ability for giving feedback to the office and maintenance department; neighborhood information, photos, and other features. And don't forget to check the IC (Infrastructure Committee) Minutes to find out the latest information on JK capital projects (including HVAC lateral pipes). Also, a reminder that the Maintenance and FAQ sections have information that should be reviewed periodically. Traveling? You can check posted notices from anywhere around the world.

We encourage you to visit your official JK website and explore its features. Website feedback and suggestions are always welcome. Contact your webmaster, Ron Miller, Webmaster@JamesKilmerCondo.org

NOTICE TO #1 BIKE ROOM RENTERS

A notice to those who rent spaces to store their bicycles in Bike Room #1 (located in the garage outside the office), please know that due to all the construction and inability to store bikes in the room since the onset of the HOA North Mall project, your renewals, which will come due in August, will be pro-rated for the time that you were unable to access and store your bikes in this room.

- Nichelle Meadors, Assistant Property Manager

JK Management kindly requests residents to complete the form below to update the current resident information on file.

June 2011

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James Kilmer Condo Association
Resident Contact Information

UNIT: _____ DATE: _____

Emergency Assistance Needed Type: _____

OWNER: Name: _____
Other Occupants: _____
Telephone Numbers (home) _____
(work) _____
(cell) _____
(email) _____

RENTER: Name: _____
Other Occupants: _____
Telephone Numbers (home) _____
(work) _____
(cell) _____
(email) _____

___ Package Delivery Service: Receiving Room Personnel deliver packages to the unit.

___ Unit Entry Service: Lost Key: Locked out? Personnel use keys kept in the receiving room to unlock your unit door. Each time this service is used, a fee of \$25 will be included in the monthly assessment.

___ Lockout Status: Except in an emergency, services are not provided unless you authorize them in writing on a case-by-case basis. Keys remain in the receiving room but are flagged to prohibit employee access to your unit.

IN CASE OF EMERGENCY CONTACT

Name _____
Telephone (day) _____ (evening) _____
Name _____ Relationship _____
Telephone (day) _____ (evening) _____

In case of an emergency the following people may have access to my unit:
