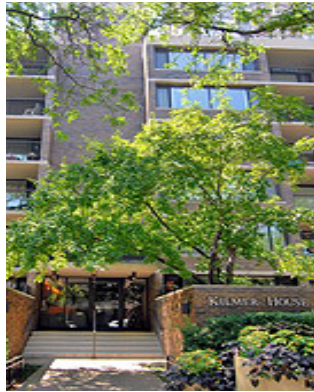


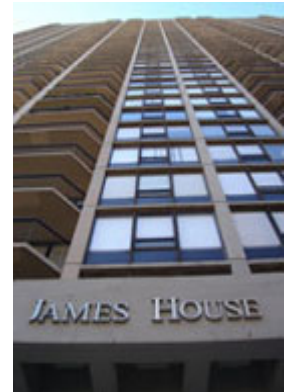
James/Kilmer

Condminium Association Newsletter

Editors: Judy Barnes and Diana Cardenas



DK CONDO
A DRAPER AND KRAMER COMPANY



James-Kilmer Kicks off a new 2010 Partnership with Draper & Kramer

Judy Barnes

JK Board Vice President, 2009 Chair of the Management Company Search Committee

At the January 26, 2010 JK Board Meeting, Tom Taylor, Vice President of Draper and Kramer, (who is responsible for the James Kilmer Contract) thanked the association for our continued business and kicked off what he described as a new “world class partnership”. He described our process that will support this new concept as one which provides for regular, quarterly meetings to discuss, evaluate and provide feedback to each other on the areas we identified as important in our joint “Memo of Understanding” (MOU) addendum to the 2010 contract. This MOU outlines areas in Infrastructure, Human Resources, Financial Management and Capital Projects as areas in

which we both want to focus and improve at JK in 2010 and beyond. This ongoing quarterly, communication process also provides a venue for holding each other accountable and providing timely feedback on behavior that supports a “world class partnership”. It was also noted by both parties that we appreciate very much our new JK Management Team of Rich Vicens and Allan Werth, as they provide such a critical leadership role in attaining our ‘world class partnership’.

Please Note: Due to corporate restructuring at Draper and Kramer, logo type has been changed.

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Infrastructure Committee Update

Duane Hickling, JK Board President, Infrastructure Committee Chair

The primary focus of the Infrastructure Committee, since the December JK Newsletter, has been the James House Windows Project Contract Negotiations, Evaluation and Recommendation to the Board at the January 26, 2010 meeting.

- **Window Contract Negotiations:** The two finalists for JK's window project were the following installers/window manufacturers: **Softer Lite/Traco and Auburn/Efco.**
 - The Negotiations Team comprised of Pete Powers and Jim Swint from our engineering firm, Klein and Hoffman (K&H) and Richard Vicens, JK Property Manager.
 - The Negotiations Format was as follows: During December and early January, the Negotiations Team had two meetings with each bidder team. The *first meeting* with both contractors together provided an opportunity for each contractor (who were given, in advance, the hardware specs compiled by the IC with the input of the Windows Sample Room Owners Survey, along with our JK-preferred method of installation—the mast climber) to come back for a second meeting and provide us with: 1) the best price on a product meeting the specs we provided, 2) the plans for mobilization, 3) a schedule, 4) a cash flow and 5) any incentives to help the association improve the cost of the project.
 - The *second meeting* provided an opportunity to discuss in greater detail their respective proposals individually.

- **Window Contract Evaluation :** The final contractor evaluation was done quantitatively and qualitatively.
 - Quantitatively: **Best price**
 - Qualitatively: **How well did they present their plans for accomplishment of the project; how well did they understand our site; how sensitive were they to performing this type of project in an occupied building; etc.**

CONCLUSION: Softer Lite/Traco was superior in every category (price, plan, schedule, project superintendent named, etc.)

Additional Softer Lite/Traco Credentials and Background: A family-owned, second-generation business, **Softer Lite** got its start installing commercial windows nearly 50 years ago. Since then, they have established themselves as a *premier window installation company* specializing in large-scale, high-rise construction, replacement and conversion projects in the Midwest. Their philosophy is simple: Make every aspect of every project as easy on the customer as possible--which has resulted in a tradition of unmatched service, quality, dependability, long-term repeat client business and impressive results. Top quality installation deserves top quality windows, which is why Softer Lite has been teamed with Traco for many of its large, impressive projects. **Traco** has also been in business for nearly 50 years and brings the *highest performance, design and selection in Traco windows*. Traco's key is its *outstanding control in the entire manufacturing process*, which allows Traco to support any level of Softer Lite

projects and together they have maintained a history of excellence and high quality installations. Some recent Chicago area projects include: 1130 S. Michigan (which IC members observed first-hand during installation), Imperial Towers, 1130 N. Dearborn, 920 Lakeside and 2605 S. Indiana.

- **Window Contract Recommendation:** The Infrastructure Committee reviewed the Negotiations Team submission in detail and made a unanimous recommendation to the Board on January 26, 2010 to award Softer Lite/Traco the James Window Contract, which had resulted in approximately \$800K in construction savings. The Board has accepted and instructed the property manager to move ahead in completing a contract with Softer Lite and Traco.

A detailed schedule will be developed over the next few weeks and information will be provided to unit owners as soon as it is available. **NOTE:** there will be additional information coming on windows design, tints, frame colors, building paint etc. as well as the process for making these decisions (*please see Windows Design Committee Update in this JK Newsletter*). Also, Direct Charge payments from unit owners will be expected in June 2010 (*please see the Finance Committee Update in this JK Newsletter for more finance details and timelines*). Actual onsite construction is expected to begin in the July 2010 timeframe. Construction is expected to be completed in 12 months.

Finance Committee Update

Betty Latson, JK Treasurer, Finance Committee Chair

During the last week of February, the Finance Committee will be meeting to review the updated loan proposals from various banks interested in providing the Association with a loan for use by James House unit owners for their direct charge.

The Finance Committee will also be working out the final details of the direct charge. It is expected that the final direct charge will be known and communicated in early March.

One or two Bank Fairs will be scheduled in early March to provide unit owners with the opportunity to meet individually with various banks (including local community banks) to explore home mortgage, equity line of credit, and other direct financing options.

As soon as the details of the Association's loan are finalized, the Finance Committee will be able to communicate the final details of the Association's payment plan options for those unit owners who wish to borrow through the Association. The Finance Committee continues to contemplate offering unit owners a lump sum cash payment or a 3, 5, 7, or 10-year payment plan to pay for the direct charge. The Finance Committee's goal is to communicate the Association's payment plan option details in March.

Once the direct charge and payment plan terms are known, the James House unit owners will receive the final survey. Through this survey, each unit owner will **commit** to either a lump sum cash payment or to one of the Association's payment plans. The goal is to survey James House unit

owners at the end of March.

James House unit owners will have an estimated 60 days from the time the survey is sent out until the direct charge is due to prepare for payment of the direct charge.

We currently anticipate that a direct charge would be billed at the end of May and be due June 1st. Unit owners who select a ***lump sum cash payment*** will see the entire direct charge appear on their June invoice along with their usual monthly assessment. Unit owners who select the ***Association payment plan*** will see the monthly charge associated with that payment plan appear on their June invoice due on June 1st along with their usual monthly assessment.

This is our best estimate of the time line at this time. We will continue to update you on our progress and to communicate any changes to our time line as soon as possible. Thank you for your understanding and your patience through this process.

Window Design Sub-Committee Update

Nancy Slattery, Window Design Sub-Committee Chair

The Window Design Subcommittee was formed last July as one of 3 subcommittees of the larger Windows Committee. The role or charter is to recommend to the Infrastructure Committee (and subsequently the Board) the final total building design element decisions on our windows, frames, balcony railings and exterior cement colors.

The Committee has been working closely with Pete Power, Jim Swint and Michael Naponelli from Klein and Hoffman, our engineering firm hired to manage our James Window Replacement Project. Michael Naponelli, the designer, has been working tirelessly to create many different, interesting and appropriate combinations for the committee to review with the ultimate goal of what will work best for James House and its presence in the Carl Sandburg Village.

Most recently, the committee met on January 28th and reduced the many options to 4. They will continue their due diligence to provide a final 2-3 choices for the unit owners' review and feedback and the ultimate recommendation to the IC and board to approve.

The ***total building design elements*** include the following:

- Glass Tint/Color
- Exterior Frame and Panel Color Combinations
- Balcony Railing Color
- Exterior Paint Color for Concrete Walls, Slab Ends and Balcony Surfaces
- Color of Exterior of the First Floor of the Building Exterior
- Interior Frame Color
- Accessibility Decking Material and Color (as needed)

The subcommittee has reviewed, revised and re-reviewed to make sure that every option has been carefully considered in combination with the others. The next step is to narrow down the options for a display in the James House lobby (or Penthouse) for all owners to review and give their opinions.

Hopefully this will occur in the next couple of weeks.

Also, the goal is to have a mock-up of the final recommendation installed in a unit on a low floor by the first week of April. At that point, unit owners will see the window tint, railing color, frame and panel color, and concrete color, which will provide owners a first-hand, up-close look at the final, overall building design decision.

This is a very exciting project and we'll keep you posted on the timeline and dates to see the color displays and provide feedback for the recommended final mock-up. So stay tuned.

Presidents Corner

Duane Hickling, JK Board President

At the board meeting on January 26th, one of our agenda items was to identify and name the 2010 committee chair persons for the various standing and temporary committees which support the board and serve the association (see <http://www.jameskilmercondo.org/committees.htm>).

These various committees are an important part of the governance of our association. Each committee is responsible for gathering information and understanding the issues around a specific area or topic of our association (e.g. building infrastructure, association finances, garage operations, web site development, etc.). They are responsible to the board in working with the property management firm to generate ideas, perform investigation and due diligence, analyze alternative options and then make recommendations to the board.

Over the past few years, some of our committees have developed formal charters which have been reviewed and approved by the board. These are done to identify the parameters of the work of these committees. I have asked each of the committee chairs to review their charters with the board – and to create a charter if one currently doesn't exist. This is being done so the board, the committee and all association members are clear as to the role and responsibility of the committee.

I've also asked each chairperson to review the membership of their committees. Committee membership is NOT restricted to board members. Any association owner can be a committee member. Individuals who have an interest or expertise in a particular area are encouraged to contact the committee chair and indicate their interest and expertise in participating. All committee membership is voluntary and owners are highly encouraged to participate. Also please note that ***all current members need to re-apply*** or re-state their interest in continuing on a committee. No committee membership is automatic from year to year.

Please review the list of committees at <http://www.jameskilmercondo.org/committees.htm> and contact a chairperson if you have an interest and expertise in a particular area which could be helpful to the association. Besides the charter and list of members to be provided to the board, the committee chair person is also responsible for having meeting minutes posted to the web for ongoing communication to all unit owners.

Property Manager's Corner

Richard Vicens, JK Property Manager

Tax Appeal

By now, all residents should have received their triennial tax assessment notice from the assessor's office. While the increases might seem modest to some persons, the fact is that these increases have been based upon sales for the years 2006, 2007 and 2008. Since then the troubled economy has caused 2009 sales prices to decrease significantly. Therefore, there is a real need to appeal the increases. We have hired the firm of Worsek and Vihon to handle this matter. This firm has represented the property in prior triennials and I know them to be very aggressive in pursuit of appeals. We will keep you informed as the process goes forward.

Concrete Work

Golf Construction will be starting concrete work on the south side of James House as early as late March. The work is required to remove loose concrete, replace concrete in those particular areas and in others where concrete had previously been removed. This is work required by the City Façade Ordinance. Additionally, Golf will be doing all of the necessary repairs to balconies and rails and finally they will perform any needed repair work discovered when windows are removed as part of the replacement process. If repairs are required at a particular window location, Golf will take remedial action using a quick set 24-hour concrete. That window would be boarded up overnight and the new window would be installed the following day.

Window Project

On February 3, a meeting was held to coordinate the work of Golf Construction with that of the window installer Softer Lite. The idea was to ensure that one did not get in the way of the other and to determine a firm schedule for window replacements.

The windows will for the most part be replaced by tier from top to bottom. The information from the coordination meeting now allows us to let residents know with greater accuracy when they might expect to have their windows replaced. The schedule would be affected by the actual start of the replacement project and the effects of weather.

Window Project Coordinator

Paulette Demers has been hired as the in-house Project Coordinator. She has extensive experience in overseeing window replacement projects in Chicago. She has worked with the Softer Lite Company and in particular has worked on window replacement projects with the Softer Lite Project Manager, Judy O'Neill. As Project Coordinator, she will be the contact person for residents and will ensure that they are adequately notified of the replacement schedule and she will ensure that each unit is fully prepped prior to the installation of windows. Paulette will instruct residents in matters such as pets, window treatments and the protection of furniture, carpeting and household items to mention a few. Paulette will be in an office space created in the penthouse and will be readily available to meet with residents and address any concerns you might have.

Parking

There are three projects scheduled to be going on at the same time by June of this year. These are window replacement, Concrete repairs and the repair of the COM Ed vault at the east side of the fountain. Parking will be eliminated on the north side of James House due to the placement of windows delivery vehicles, trash containers and the necessary pedestrian protection. Traffic flows in and out of the garage will also be disrupted. It is anticipated that the project work will continue for 12 to 13 months.

Engineer's Corner

Kurt Kruger, JK Engineer

UNSTOPPING CLOGGED SINK DRAINS

To try and do it yourself:

- If the drain is sluggish but not completely clogged, turn on the hot water tap for 5 to 10 minutes.
- This sometimes opens the drain.
- If running hot water does not open the sluggish drain, try an “environmentally safe chemical drain opener”. Visit any home improvement store and ask for a *liquid, non-fuming drain opener*, such as Liquid Plumr® Gel and Draino Max Gel. Do not use crystals.
- Read the label on the drain cleaner and follow manufacturer's instructions.
- After using any chemical cleaner, flush it from the drain pipes by allowing hot water to run for at least 10 minutes.

To have the Maintenance Department try:

- Call the office or go online and request a work order.
- Maintenance cannot unplug your drains if you have plastic piping, a garbage disposal or dishwasher.
- If your sink is back to back with another apartment, we may not be able to clear it without entry into the other Unit.

The last resort:

Last but not least, you will need to call a Plumber. The building currently uses Lake Cook (847) 223-9960, but you may use any licensed plumber.

HOA Update

Jack Vedra, HOA President

The new HOA Board of Directors was accepted and seated at the Sandburg Village Homeowners Association Annual Meeting on January 27. David Beck, Marcie Johnson, and Jack Vedra are James/Kilmer's 2010 representatives, with Frank Mustari and Darwin Spurling as alternates. The annual meeting was followed directly by the regular board meeting at which the following HOA officers were elected:

- President, Jack Vedra (J/K);
- Vice President, Betsy Wheeler (A/B);
- Treasurer, John Berchem (Lowell);
- Secretary, Mary Murtaugh (C/D).

The Board then reviewed the final design for the South Mall renovation as the engineer and landscape architect prepare the specifications for the bidding contractors. Construction is planned to start in April and conclude in fall.

Staff Highlights

Nichelle Wilson, JK Assistant Property Manager

Over the next couple of weeks, residents will see changes in the door staff. Some of the door staff employees have been moved around between the two buildings. Management feels that every employee should be familiar with the operations of both buildings.

In the upcoming weeks, all the door staff members will attend several classes that will be held onsite and taught by a Union Representative. The classes will cover Customer Service, Conflict Resolution, and Crime Prevention & Anti-Terrorism.

Management wants to ensure that the residents and guest of James Kilmer receive the highest level of customer service and professionalism there is to offer.

Are you a Good Condo Unit Owner??

Gary, the Good Behavior Guru

Your neighbor is playing loud music, Do you?

- a. Go to their unit and kindly tell them to turn it down.
- b. File a complaint with the management office first thing in the morning.
- c. Bang on the wall while you curse your lungs out.

You have not received your assessment statement, do you?

- a. Call John and ask what the assessment amount is and send him a check.
- b. Have John print you a statement and drop it off with a check to DK Corporate Offices.
- c. "If I never saw it, I don't have to pay it."

Your dog needs to relieve himself, do you?

- a. Take your dog around the building and hope he doesn't pee on you.
- b. Take your dog to the dog walk.
- c. Take your dog into the hallway and call the management office.

You have an issue with the doorman, do you?

- a. Tell him/her what is on your mind in a relaxed and professional manner.
- b. Ask to speak with the Property Manager privately.
- c. Tell your neighbor and everyone you know and complain wildly at the next Board Meeting.

You notice someone is using your bike space, do you?

- a. You put your bike in another empty space and call Nichelle to see if it's taken and have it changed.
- b. You ask to speak with Nichelle and find the person to have it removed.
- c. Chain your bike on top of it anyway as you're sure they will like that.

You are a renter and want to sign up for the fitness room, do you?

- a. Use your owner's membership, they never cancelled it.
- b. Go to the Office and see Diana as she will get you set up with a membership.
- c. Wait until someone opens the door and sneak in.

You are a smoker, do you?

- a. Throw the butts out your window, your balcony, or the garage floor-eventually someone will pick them up.
- b. Throw the butts in a designated ashtray.

- c. Throw them in the planters in front of the building.

You fell in the hallway, do you?

- a. Wait to see if it starts to hurt then file a report.
- b. File a report with the Management Office right away.
- c. Wonder if its city property or James/Kilmer property, eh, I guess we'll find out.

You have a water leak in your unit, Do you?

- a. See if it gets worse and wait.
- b. Have maintenance come take a look and inform the Office.
- c. Pull out your umbrella and call the doorman when someone complains.

If you answered, mostly:

A – You are a flawed unit owner and should work on getting better.

B – You are a great unit owner and everyone loves having you live here.

C- You are not a good unit owner and should get a HOUSE in the middle of nowhere far away.

From the Webmaster....

Ron Miller, JK Website Webmaster

Our association website – www.JamesKilmerCondo.org - is the place to go if you want be informed. Activated for residents in January 2008, the website contains a vast amount of useful information. Visitor data indicates all features are used; have you visited lately? For those who have not had the opportunity to visit every site feature, this article hopefully will entice you to visit and explore. The main menu reveals the scope of information available. Here are the main menu links along with what they contain.

Board Of Directors: Lists the board members and contact information. Has a link to scheduled board meetings.

Bulletins: Contains current notices and bulletins. This is the same information displayed on TV, posted, and available from the management office.

Committees: Lists committees with links to information about each committee mission charter and meeting minutes. The content of these pages is provided by the committee chairs.

Contact Directory: A great place to find out how to contact association and neighborhood folks.

Dates to Remember: An annual list of important dates including reminders for self-help unit maintenance.

Documents and Forms: A time saver for obtaining what you need without a special trip to the management office.

Facilities/Services: An overview of the myriad association facilities and services available to residents.

FAQ (Frequently Asked Questions): Probably the most valuable place to find answers to common association questions. This is the place to start if you are a new resident.

Floor plans: Unit floor plans for all tiers.

Garage: All garage related information including available services and fees. A new feature will be photos of staff members.

History: A brief history and overview of James House and Kilmer House. This section will be expanded to include a short history of the Carl Sandburg Village project and its footprint.

Maintenance Dept: The place to visit when you have questions about unit and building maintenance and services. Includes an online form for requesting maintenance services.

Management: List of management members and contact information. Includes an online management suggestion form.

Minutes: The focal point when you want to find meeting minutes.

Neighborhood: Useful local information of businesses and services.

Newsletters: Association newsletters are located here for your convenience.

Sandburg Village HOA: Link to the HOA website.

Window Project: Information concerning the James House window project.

And before you leave the website, you may want to view some summer and winter photos from links on the home page. They show the year round beauty of our association. The website committee has worked diligently with the board, management, and association Committee chairs in making the website a useful association communication tool. We all know that good two-way communication improves our daily lives and can help eliminate destructive and erroneous rumors. Please take some time to visit your association website: JamesKilmerCondo.org and make it a 'favorite' browser location. Lastly, the website committee encourages you to provide feedback. Your comments and suggestions have been instrumental in our adding website features. On the home page, you can access an online feedback form or just email me, Ron Miller, at Webmaster@JamesKilmerCondo.org.

Garage and Parking Operations

Frances Andrews. Garage Committee Chair

The Parking Garage Industry, including both public and private lots, is not recession- proof. Like many garages across the country, JK garage revenues have declined. We experienced an approximate 16% decrease in revenues in 2009 as compared to 2008. Our Garage Manager, Eddie Main, has been diligent in seeking opportunities to increase revenues during 2009 while maintaining excellent service levels for JK owners. To that end, Eddie continues in that vein for 2010 and has been engaged in discussions with the Latin School, as their existing contracts for employee parking are set to expire in April. The Board of Directors will be reviewing the details and anticipates voting in February to determine whether to contract with the Latin School, based on the terms discussed.

JK has much to look forward to when it comes to projects in the pipeline for improving the Association. The James House Windows Project, Com Ed Vault repair, James House Concrete repairs and the HOA repairs above the garage are all projects anticipated to take place in the next few months. With these repairs and improvements will come a need to coordinate traffic flow and garage operations. As the exact timing of these projects is determined, more information will be provided in subsequent newsletters, as well as other forms of communication. Thank you in advance for your patience. Stay tuned!

Emergency Information For Special Assistance Needs

It is of utmost importance to keep the Management Office informed and updated of any additional assistance you may need in case of a building emergency.

If you are hard of hearing, have a disability or feel you cannot evacuate yourself in the event of a fire or other emergency, please contact the Management Office at 312.654.1560 ex. 1 and provide the following information:

- Your Name
- Unit #
- Assistance Requirements

We also recommend that if you have someone staying with you for a few days who also might need assistance, please register his/her name and duration of stay as well.

Please note that special needs information will be used by Management Staff and be given to emergency personnel such as police, fire department, or paramedics. Copies of the Emergency List will also be kept at the front door for emergency purposes. Whenever there is any change in this information, please update the Office as soon as possible.



Elly's Pancake House

(North and Clark Location)

After a **complete** renovation of the former "Michael's" (including new roof, HVAC, kitchen, interior design, bathrooms etc), **Elly's Pancake House** is opening mid-late February. It is a family restaurant so the menu is similar to Michael's and Elly's has been in business for a long time with several successful suburban locations. We look forward to good eating and supporting the businesses in our 'Germania' block.