

# James/Kilmer

Condminium Association Newsletter

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## James House Windows Project Update— What to Expect and When!

Judy Barnes, JK Board Vice President and Richard Vicens, JK Property Manager

Now that the James Unit Owners have submitted their Windows & Concrete Direct Charge Payment commitment on June 15, by mid-late July they will be getting their related invoices for August 1 payments (see [Treasurer's Corner](#) on page 6 for more details). In this article, we want to share more detailed information on the 'mock up', window installation process/schedule and unit owner responsibilities, so that you will begin to understand how the project implementation will progress and what will be expected on your part as a James Unit Owner.

A '*mock up*' of the new window choices (insulated glass/ tint/frames, exterior building paint and railings) will be *installed August 3-9 in Unit 915*. This mock up will provide further in-depth

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information and detail for our engineering contractor, window installer and manufacturer, as well as provide a realistic look for us as James unit owners. ***Please Note: during the Chicago Air and Water Show in August, any/all scaffolding on the building for concrete work will be tied at the ground level to allow air show viewing from units/balconies--this also allows NO extra cost or delays to our concrete project schedule.*** Following this mock up installation, the window installation will begin with the following anticipated schedule:

### **Window Installation Schedule**

Phase I installation in Tiers 3, 5, 7, 9 and 11 will take place between October 11, 2010 and December 17, 2010.

Phase II installation in Tiers 1 and 2 will take place between January 10, 2011 and March 18, 2011.

Phase III installation in Tiers 4, 6, 8 and 10 will take place between April 4, 2011 and June 10, 2011.

Phase IV installation in Tiers 12 and 15 will take place between June 27, 2011 and September 2, 2011.

Each phase will begin on the 43<sup>rd</sup> floor and it is planned that, working down, one floor will be completed each business day. The entire schedule will depend on weather and other factors that might introduce delays, but all unit owners will have timely, first-hand communication by Paulette Demers, our Project Coordinator, as well as mini town hall meetings that Paulette and Richard Vicens will begin to hold in late August to disseminate unit owner information in much greater detail on how the overall process will take place, answer owner questions and provide immediate assistance as needed.

### **Contractor Work**

The contractor will begin each day (between 6:30-7:00 am) by preparing the **common areas** (hallways and elevators) with tarps/protection (as needed). Please understand that **ALL MATERIALS INCLUDING NEW WINDOWS AND THE REMOVAL OF OLD WINDOWS WILL BE HANDLED BY THE USE OF 2 MAST CLIMBERS** (on the exterior of the building). So no windows or materials will be brought up on the James House passenger or service elevators to greatly assist unit owners ingress/egress in the building.

The **contractor will be in each unit between 7:00-7:30 a.m.** laying tarps throughout, protecting carpeted and hard flooring surfaces, and generally preparing the unit. The work will take place all day and between **3:00-3:30 p.m.**, the contractor will begin removing all debris, garbage cans, tools, tarps etc. They will also re-clean all glass and marks from installation and wipe down all window frames, clean any hand prints from walls, and vacuum the unit.

### **Unit Owner Responsibility for Preparation**

Each owner will be responsible for moving furniture, household items and window treatments out of the work area (approximately 6 feet away from the windows) to prepare the unit the day

before your window replacement will take place. Owners are also responsible for the storing and protection of these items. There will also be a pathway at least 3 feet wide from the unit entryway to the windows. Once the new windows have been installed, each owner is responsible for removing this protection, moving things back in place and for reinstalling window treatments. Please note that no window treatment can be attached to the new window frames as the warrantee would be voided if that is done.

*The Association has identified a firm which is providing the above services and which has developed unit prices for that work as follows: Studios - \$400, One Bedroom - \$500, and Two Bedroom \$600.*

Unit Owner Preparation and Restoration:

Day Before Installation:

- Move all furniture, plants, pictures, decorations, electronics, etc. 6 feet away from windows creating a 3 foot path between furniture
- Remove window treatments and place them in a safe location
- Cover furniture with reusable canvas tarps
- Cover areas such as open kitchens with plastic and tape

Day After Installation:

- Remove canvas tarps, plastic and tape
- Rearrange furniture and household items to original location
- Reinstall window treatments
- Clean all surfaces soiled during window treatment installation

**Please Note: The current ongoing concrete project schedule is being updated regularly, primarily due to weather/wind-related delays--with revised schedules provided for unit owners in the management office and copies are also available at the mail boxes in the James House Lobby. In addition, Paulette Demers is communicating with their unit owners directly as their tier is affected.**

## Presidents Corner

Duane Hickling, JK Board President

### **Implications of Proxy vs. Direct Voting – and Owner’s Responsibilities**

The board recently passed a resolution changing the way the Association votes to elect directors to the nine person governing board. There was some discussion as to what this means and what impact it might have on the Association.

I'd like to offer a perspective of exactly what this means –both in terms of the association and to each of us as owners.

First, what the ruling means is that *each of us as an owner is responsible for our own vote in our elections*. In the past, we could choose not to vote – and give our ballot to someone else to vote

for us (vote by proxy). That individual could fill out the ballot – and vote any way that they thought best.

With the direct voting system, *each owner must complete their own ballot*. The owner doesn't have to attend the annual meeting to have their vote count – *the ballot can be faxed to the office, scanned and e-mailed to the JK Management Office, or a unit owner can deposit their ballot in the ballot box at the JK office before the annual meeting, or an owner can submit their ballot in person at the annual meeting.*

The primary change that this has on our association is that if someone chooses to NOT be informed or involved about the governance of the association, they will not be able to have an impact on the governance of the association merely by giving their ballot to someone else.

The direct voting method *does not assure* that an owner will be an informed voter – only that they will be an active voter.

It is the Board's hope that active voters will be more likely to take the responsibility to be informed voters – and understand the issues that impact the value of our investments in our homes and the quality of life that we have in James Kilmer.

It is easier than ever before for owner to stay in touch with what's happening with the governance of the association. Board minutes are posted on the JK Association website ([jameskilmercondo.org](http://jameskilmercondo.org)) and give a summary of all the issues which have been discussed at association meetings with the decisions which have been reached – including the voting record of each director. See this at: <http://www.jameskilmercondo.org/minutes.htm>

The dedication of 15 minutes per month to read the Board's meeting minutes, understand the issues which are being discussed and decided and to make oneself an informed owner would seem to be an appropriate minimum commitment given the size of the financial investment each owner has in the James Kilmer Association.

This is the obligation the board feels that each owner owes to themselves and their neighbors (we all share a common investment!). It is appropriate that we each exercise the responsibility of condo ownership – and not delegate it away via a proxy.

## Property Manager's Corner

Richard Vicens, JK Property Manager

### Concrete Work Noise

The concrete work being done is mandated by City Ordinance and therefore we have no choice but to move forward with the project. Residents need to understand that James House is a fireproof constructed building with concrete beams and floors. This means that

the sounds of demolition work will be transmitted throughout the building and be readily heard in areas where no work is underway. We understand that this can be very disruptive and bothersome to residents who work from home or are just trying to relax there. The work is expected to continue through the end of October and every two weeks revised work schedules are placed on the tables in the mailbox area.

### **Penthouse Refuge**

Many residents are using the penthouse to escape the din from the concrete work. We have an active Wi-Fi terminal there; however you must come to the management office to be given the password. There are card tables for board games and magazines generously supplied by residents. Please let the management office know if there are any other things we could provide. Once the window installation begins, it will not be possible for you to remain in your unit while work is underway.

### **Window Washing**

We continue to have problems with window washing as the cleaners try to work among the concrete workers. For safety reason they cannot work above the concrete worker's scaffold drops. If you have some specific needs, please bring to the attention of the Management office and we will try to accommodate you.

## Treasurer's Corner

### **Betty Latson, JK Board Treasurer**

#### **James Windows Direct Charge Update**

James Unit Owners received their Direct Charge Commitment Letters during the second half of May 2010. The Letters informed the James Owners of the Direct Charge as well as the financing terms available.

Unit Owners were asked to commit to:

- either a *lump sum cash payment* or
- selection of *one of the Association's payment plans*: 36 months, 60 months, 84 months or 120 months;
- partial upfront payments were also an option for those Unit Owners selecting one of the Association's payment plans.

Unit Owner responses were due to the James Kilmer Management Office by June 15th. As of June 16:

- 77% of James unit owners had submitted their Commitment Letters
- 78% of those responding were planning on paying their Direct Charge in one lump sum cash payment on August 1
- 22% were planning on using one of the Association's payment plans.

After placement of those Unit Owners who had not submitted their Commitment Letters into the 120 month payment plan, *it is estimated that the Association could be borrowing less than \$5 million from Harris Bank.*

Our current figures would indicate that 210 Unit Owners will use Association financing:

- 11% will be using the 36 month payment plan,
- 11% will be using the 60 month plan,
- 2% will be using the 84 month plan,
- 76% will be using the 120 month plan.

The Management Office will try to call those Unit Owners who have not responded to verify their payment selection. If the Management Office is not successful in reaching those Unit Owners, the assumption will be made that the 120 month plan is being selected.

At the April Board Meeting, the JK Board selected Harris Bank to provide financing to the Association. Harris Bank approved the Association loan in mid May 2010. Since that time, the Association has been working with Harris Bank to negotiate the loan documents.

The loan agreement between the Association and Harris Bank is expected to be finalized in the next week. Though the loan is in the Association's name, the repayment will come from James Unit Owners. Once the loan agreement is signed, the Association will then be in a position to execute the window contract.

**Unit Owners will be billed for their Direct Charge at the end of July 2010.** The amount of the Direct Charge appearing on the invoice at the end of July will depend on the payment method selected. Unit Owners selecting the lump sum cash payment will be invoiced for the entire Direct Charge as well as their regular monthly assessment payment at the end of July, with payment due on August 1st, 2010.

Unit Owners selecting the Association's payment plan will be invoiced for the first installment of the payment plan along with their regular monthly assessment payment at the end of July 2010, with payment due on August 1st, 2010. If Unit Owners have selected the Association's payment plan and have elected to make a partial upfront cash payment, then their invoice at the end of July will also include the partial upfront cash payment.

### **Finance Committee Update**

The next task before the Finance Committee is to review the draft version of the 2009 audit of the JK financial statements. The Finance Committee expects to receive the preliminary draft of the Association's 2009 Financial Statements shortly. After review of the draft audit by the Finance Committee and completion of any revisions, the final draft will be submitted to the Board for its review and approval. Unit Owners will receive a copy of the Final 2009 Audited Financial Statements shortly after Board approval.

## Garage Update

### Frances Andrews, JK Garage Committee Chair

In an attempt to increase JK Garage revenue--which benefits our JK Association--Eddie Main, our JK Garage Manager, has been contracting with various neighborhood businesses/entities to generate additional revenue by providing parking for their special events. This effort enables our JK garage to be a 'more friendly, neighborhood amenity' while providing our JK Association with additional revenue. We are providing a list of events (below) contracted at Germania wherein our garage will be utilized for parking. So please review the "Information Frames" in James-Kilmer to see what/when we will be accommodating parking for neighborhood events. Also please tune in to Channel 195 and/or please review the JK Website under:

<http://jameskilmercondo.org/bulletins/parking.pdf>

Please note that during these events there might be small delays getting into the garage; however, the garage attendants will go above and beyond to prevent any delays or inconveniences to our JK Owners. Thank you for your patience in advance.

### Upcoming Germania Events:

Fri Jun 25, 2010, Wedding, 175 guests Sat Jun 26, 2010, Wedding, 150 guests

Sat Jul 10, 2010, Wedding, 200 guests

Sat Jul 17, 2010, Wedding, 350 guests

Sat Jul 24, 2010, Wedding, 275 guests

Sat Jul 31, 2010, Wedding, 175 guests

Sat Aug 7, 2010, Wedding, 225 guests

Sat Aug 14, 2010, Wedding, 200 guests

Sat Aug 21, 2010, Wedding, 250 guests

## Web Committee Update

### Ron Miller, JK Website Webmaster

Our JK Association website has extensive window project information and many related committee and board minutes available. A monthly Germania Place events schedule has been added to our website so garage users may plan around potential congestion times. A reminder that the Maintenance and FAQ sections have helpful summertime self-help air conditioning system upkeep information that should be reviewed by all. Draper & Kramer (DK), our Association's Management team, has a website with information on all the properties they manage. The DK JamesKilmer Community information page has a link to our *official* JamesKilmerCondo.org website. We encourage you to visit your official JK website and explore its features. Website feedback and suggestions are always welcome. Contact our webmaster, Ron Miller, [webmaster@JamesKilmerCondo.org](mailto:webmaster@JamesKilmerCondo.org).

## Engineer's Corner

Kurt Kruger, JK Engineer

### **Garbage Disposal Facilities and Recycling**

James House has a garbage chute room at each end of the residential corridors—in James House, the south one is opposite the stairwell, the north one is next to the stairwell. Kilmer has a chute room next to the freight elevator. The maintenance crew removes trash from the chute room twice per day, during the evening shift, and during the midnight shift. ***Please Note: All trash needs to be bagged and securely tied. If this is not done, loose debris (such as flour and kitty litter or liquids, such as paint), fouls up the electric eye—thus causing the compactor to continuously run until it shuts down from overheating. This causes the association unnecessary operating and potential capital expense for repair and replacement and may impact your future assessments.***

The James house chutes are 360 feet long, therefore, an object tossed from the top can reach 80mph by the time it hits bottom. This means that extra care needs to be taken in packaging garbage that is deposited down the chute to enable it to withstand the impact.

### **General Rules for Garbage Disposal:**

- No trash is to be left in corridors or common areas.
- No loose trash should be put in the chute as ALL items should be bagged and tied.
- Trash bags should be no larger than 13 gallon “tall kitchen” size.
- Do not dispose of flammable or hazardous materials down the chute.
- The chute rooms are for disposal of bagged trash and personal use boxes ONLY.
- Do not stuff large pieces of cardboard into chute.
- Do not put needles down the chute.
- **Owners must make arrangements for the removal of all other items such as furniture or appliances.**

*It is the Unit Owner's responsibility to arrange for removal of ANY/ALL debris created by construction work. No construction refuse may be left in trash chute rooms or hallways or on balconies or patios. The Unit Owner will be charged for removal of debris or any extra cleaning of the common areas resulting from the remodeling of his or her unit.*

### **Recycling**

At this time, all recycled objects are to be put in the provided Blue Recycling Bags. *Newspapers and magazines should be in a separate blue bag. Plastic, cans, and glass can be mixed.* All further separation is done at the waste facility. Recycling Blue Bags can be found at the back door of Kilmer and in the basement of James. A task force is being appointed by the Board to evaluate further recycling alternatives to our current blue bag system—but in the interim, please utilize our Blue Recycling Bags.

### **Other Seasonal Reminders to Keep Your Unit Operating Properly:**

Please remember with your air conditioning now on, **turn your grids to face away from the windows—thus pushing your cool air into the room.** Also, please keep an eye on your condensate pans, to be sure they do not become clogged and overflow. If this happens, you will have wet floors and carpeting. Your tabs in these condensate pans as well as your filters should have been replaced this spring as we reminded all in a previous newsletter.

## Ald. Reilly's 42nd Ward Update on Neighborhood Security

**Judy Barnes, JK Board Vice President**

Alderman Reilly has been highly focused on recent 42<sup>nd</sup> Ward neighborhood security issues—especially those stemming from incidents around North Avenue Beach. The alderman immediately contacted Commander Angarone of the 18th Police District to request a full outline of the steps that will be taken to significantly increase the police presence on the Lakefront to improve public safety.

Alderman Reilly is pleased to report the Chicago Police Department has recently implemented the following additional safety and security measures along the Lakefront:

- **All-Terrain Vehicles** - The Police have purchased 3 ATV's which can operate on sand and have been dispatched to the Lakefront to patrol the area.
- **Security Cameras** - Cameras have been installed near North Avenue Beach to better monitor conditions at the beach and along the Lakefront Trail.
- **Additional Officers** - The Police have doubled the number of officers assigned to the Lakefront, as well as the perimeter, *which includes the Gold Coast, Sandburg Village and Near North communities.*
- **Zero Tolerance Alcohol Policy** - The Police are strictly enforcing a Zero Tolerance Policy toward unauthorized alcohol on the Lakefront. Anyone caught with alcohol on our public beaches will be immediately arrested and processed.
- **Random Bag Checks** - The Police are conducting random checks of bags and coolers for individuals at the North Avenue Beach perimeter, to prevent illegal drinking on the beach. Individuals who refuse to have their bags checked will be asked to leave their belongings before entering the beach.
- **Paddy Wagons** - The Police have stationed paddy wagons near North Avenue Beach and points south to be dispatched to help with any future disturbance.

Alderman Reilly believes this sharp increase in the deployment police resources to our local neighborhoods and Lakefront will address this problem. However, if any JK resident witnesses

a crime or suspicious behavior in our neighborhood, it is absolutely critical that you immediately call 9-1-1 to provide a detailed report to ensure the Chicago Police Department can prioritize your call. Please share this information with your neighbors and friends. Our JK building staff has also been informed as well--to ensure any incidents are reported in real-time and the appropriate reports are filed.

## Pet Committee Update

**Carol Abrioux and Betsy Ruley, Pet Committee Co-Chairs**

A new and expanded Pet Committee has been selected, with broader JK representation including a cat owner and 2 non-pet owners (one each representing James and Kilmer).

### **2010 Pet Committee Members**

- Judy Barnes, James House
- Hy Brandelstein, James House
- Margaret Denk, James House
- Barbara Grodzins, Kilmer House
- Pat Maguire, Kilmer House
- Debra Moreno, James House

Two Pet Focus Groups have been held in the past few weeks with an effort to gain wider association input on various pet-related topics. Some of the topics for the Committee to begin reviewing include:

- Reviewing/updating the pet rules which will be submitted for Board of Director approval for implementation by the DK property management office
- Identifying ideas for signage, materials and products for the grass strip median in our main JK entrance, with an effort to keep pets off of it
- Identifying ideas for improving the cleanliness and appearance of our JK property, as a pet-friendly association
- Assisting in identifying pet rule violations so our DK property management office can implement/enforce the pet rules in a timely fashion