

# 3600 LSD Newsletter

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## Message from the President:

Dear Neighbors, As your newly elected president, I would like to introduce myself and our three new board members, as well as give you some insight into the direction the current board and Chicagoland Community Management Company is headed.

My name is Elaine Toscano, and I have lived at 3600 for 17 years. I am very excited to have the opportunity to serve as your president this year, after serving on the board as Vice President (two years) and Director (one year).

I would like to extend a warm welcome to the newly elected board members for 2018: Ellen Karp, Fred Kotoske and Paula Cohen. They are very happy to serve and have already rolled up their sleeves, jumped in and are working hard for the association! They join current board members, Chad Brose, Chris Handzlick, and Douglas Smith.

At this time, I would like to send out a very big thank you to Erin Miller, Mary Beth Elster and Steve LeHew who served tirelessly as our board's Secretary, Treasurer and President, respectively. Our sincerest appreciation for all of your efforts in moving our 3600 Association forward!

In speaking on behalf of the current board, it is our intent to serve the 3600 community to the best of our collective abilities. As with any community, the 3600 Association will be most successful when we come together as neighbors and partners as a collaborative team. This is YOUR association and it needs ALL of us to work together as teammates to be as successful as possible! Our plan, moving forward, is to continue the efforts of the board of the past two years in making our association one that works for everyone in the community in a way that is fair and transparent.

We have some very fun and exciting projects and events coming up, so let's talk about the committees that will make things happen: Our committees for 2018 are:

- **House and Grounds:** Co-chaired by Chad Brose and Paula Cohen. H&G will make sure our landscape will be picture perfect again this year. Chad and I chaired the committee last year, and made several changes to our landscape design, which was stunning! The plants for the new design of landscape on the Addison side of the building did not fare so well in that location, but the plants have a warranty, so we will be changing those out to plants that are more suited for that environment. We can

assure you that it will look even better this year. Tulips will be showing up soon! House and Grounds will also oversee some lobby projects to improve the aesthetic appeal of our building. Notices for meetings are posted around the building, so please join the committee at their next meeting!

- **Social Committee:** Co-chaired by Ellen Karp, Paula Cohen and Elaine Toscano. We will be planning some fun social events for everyone to attend, meet some new neighbors and re-connect with friends!
- **Orientation Committee:** Co-chaired by Douglas Smith and Ellen Karp. Doug and Ellen will be revising and improving our new resident orientation materials and meeting format.
- **Bylaw Signature Pages:** Co-chaired by Chis Handzlick, Douglas Smith and Elaine Toscano, we will be continuing the efforts started last year to change some of our Association's bylaws. Please see the informational update section for more detailed information.

## INFORMATIONAL UPDATES:

**Storage Locker Audit:** Elaine and Chad, along with much help from our H&G committee members, and Jay, our Assistant Property Manager, have completed a very thorough audit of all 686 storage lockers at 3600. All has been reconciled, files are now accurate and we believe everyone is located in their properly assigned locker(s). After much communication, phone calls, and moving belongings all about, all 686 lockers are accounted for, and at this time, we do not have any extra available storage lockers to rent. Jay, in the management office will start a wait-list for extra rental lockers. Any owner, that currently does not already have an extra rental locker, and would like to have one, please see Jay to place your name on the list, and as lockers become available, he will contact you as to the availability. Much thanks and appreciation to everyone that helped with this effort!

**Make-Up Air Handler Units:** Our first major capital improvement project for this year is the replacement of our make-up air handlers on both the North and South Towers. This is an absolute necessity for both towers, planned last year, and placed in the budget for 2018. Dale Young, our property manager, will expand on the details of this project in the Property Manager's section.

## Your Bylaw Proposal Signature Page Will Have an Impact!

In 2017, the Board of Directors voted to propose five (5) changes to the Bylaws of our Association, changes that would help keep the Bylaws compatible with an evolving, and in some ways challenging, environment for condominium associations. For example:

- Service providers' demand for contracts lasting longer than two years;
- Scheduling the annual meeting at a time of year more convenient for all; and
- The need to balance ability of unit owners to lease their units with the desire for a stable and neighborly community atmosphere.

Each of the five (5) proposed amendments requires approval from two-thirds of the ownership at 3600. At the current time, with 53 percent of owners responding, we are short of the two-thirds approval needed for any of the proposed changes, even though support for most of the proposals is high among those responding thus far.

Those of your who have not yet had a chance to respond, your voice is urgently needed! Here's how to participate:

Packets containing a summary of the proposed changes, detailed information for each, and a signature page, were sent to each owner via certified mail this past fall. Simply return the signed and dated signature page, with your approval/non-approval of each of the five proposals, to the management office.

If you need a new signature form and/or other items from the packet, or if you have questions about any aspect of the approval process, please contact our Administrative Assistant, Rebecca Michener at 773-528-3600 ext.103 or by email at [adminassistant@3600lsd.com](mailto:adminassistant@3600lsd.com)

As has been the case for other, nearby condominiums, bylaw changes are not quick to implement, but they can be essential to the continued health of an association. Please return your signature form today to do your part in ensuring a strong future for 3600 North Lake Shore Drive.

Thank you everyone for you continued support and patience through all of our projects. We appreciate any comments you would like to share, and certainly welcome your ideas and suggestions to help keep our Association on track.

I am honored to serve as your president and look forward to seeing you at the next Board Meeting or in the neighborhood!

Warm Regards,

Elaine Toscano

## Message from the Property Manager

In an effort to provide more communication between management and residents, this is the first of many newsletters in our new and expanded format for the 3600 Association! I will be providing updates for projects in the building, as well as other information I hope you will find useful.

### Make-Up Air Handler/Chiller/Storage Tank Replacements:

Let's hope for a warm, sunny day on April 14th, as there will be a lot of activity going on at 3600! We will be conducting a major component of a very large capital project that will provide a much more comfortable environment for the building's common areas and hallways. It's been in the works for a while and below are details of the project:

On October 26, 2017 the Association's Board of Directors approved a contract for \$2,018,479.00 with Oak Brook Mechanical Systems for the replacement of both tower's make up air handlers, chillers and storage tanks located on each tower's 29th floor. All of this equipment is original to the property.

This is a major capital improvement project and will be paid for from the Association's reserves. The project is anticipated to be completed sometime between June 1st and 15th.

Once this project is complete, staff will be able to better regulate temperatures in common area hallways. Additionally, this new, more energy efficient equipment will reduce energy costs to the Association.

During this project the heating/air conditioning will not be available in common area hallways in either tower. Individual units however will continue to have heat/air conditioning.

Prior to the delivery/installation of the new equipment, Oak Brook Mechanical will be removing the concrete pads upon which the old equipment sat. Removal of these concrete pads will be done Monday through Friday between the hours of 8:00 a.m. and 4:00 p.m. This work will generate intermittent loud noise that may disturb residents on the upper floors of each tower. The removal of the South Tower pad began on Tuesday, March 13th; the removal of the North Tower pad has not yet been scheduled.





It will be necessary to air lift the new equipment onto each tower's roof via helicopter. In all, six lifts will occur – four for each chiller and two for each storage tank. The tentative date for these air lifts is Saturday, April 14th, between 9:00 a.m. and 11:00 a.m. These equipment air lifts will be staged from the circle drive at The New York Private Residences directly north of our property. During these air lifts several streets will be closed to vehicular traffic as well as egress into and out of the building's garage along Addison Street. The total helicopter lift time, including refueling, is anticipated to be approximately two hours. The day prior to the lifts police will set up 'No Parking' signs along affected streets. Police will also provide traffic control during these lifts. Advance notice of these lifts to our neighbors that will be affected by any street closures will be provided by Oak Brook Mechanical.

Floors 27 and 28 in each tower will need to be evacuated during these lifts.

More information will be distributed to all residents as we move closer to this portion of the project.

Thanks to everyone for your patience and understanding as we move forward with this important project.

#### **Assessment Payments:**

We receive many questions from owners about the various means to pay your monthly assessments in a timely manner.

Chicagoland Community Management, Inc. offers traditional and electronic methods enabling you to process your monthly assessment payment. Fast, easy, convenient on-line options include bill pay via credit card, e-check, or direct debit from your account. Additional features include paperless statements (E-Statements) and 24/7 on-line account access. Please let the management office know if you would like to sign up for any of the payment options.

Your assessment payment is due no later than the first of each month. Any payment received after the 10th of each month is assessed a \$50 late fee.

Monthly assessment statements are mailed prior to the first of each month, however, the payment is still due whether or not you

receive the statement. Please consider signing up for one of the payment options to insure your payments are always on time.

#### **Window Washing:**

Window washing is performed four (4) times per year for each tower. North and South Tower window washings were just completed and will be scheduled again in June.

#### **Common Area Carpet Cleaning:**

The residential hallway carpets are professionally cleaned two (2) times per year. These carpets are scheduled to be cleaned on Monday through Thursday, March 26th through 29th.

#### **Leaking Toilets:**

According to the American Water Works Association, toilets are responsible for approximately 27 percent of the water used in homes on a daily basis. The amount of water used by toilets is increased when there is a leak or a toilet is continually running. Toilet leaks result in a tremendous amount of water loss and can amount to as much as 300 gallons of water each day.

If you discover a toilet leak or if your toilet continues to run after it is flushed, please place a work order as soon as possible so building staff can investigate and repair the problem. This will help in keeping our water bills as low as possible.

#### **Disposal of Furniture:**

If you are disposing of furniture or other large household items such as mattresses and box springs please do not place them in the dumpster area. Instead contact the Management Office before removing these items from your unit. We will be happy to assist you in arranging and coordinating the removal of these types of items.

Per the Association's Rules and Regulations, old appliances and cabinets are never allowed to be placed in or around the Association's dumpsters.

Respectfully, Dale Young

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#### **A Message from the Treasurer:**

The first item I would like to address with you in my first column, is to say thank you for electing me to the Board of Directors. I will do my best to fulfill my obligation to you, the unit owners, as part of your Board. Additionally, I'd like to thank the balance of the Board with entrusting me with the Association finances as your Treasurer.

As my role of Treasurer, I am working hand in hand with Management to ensure the safety and informed spending of your finances. We have a multi-level approach to this matter and I'd like to give a brief description of our methodology. First, on a monthly basis, I'm meeting with the Property Manager and Property Supervisor to review monthly financial statements. Part of this process leads me to our second recurring topic of looking at expense control and areas we can produce savings. Some areas we focus on are utilities and discretionary income, such as supplies and repairs. This is the focus of our operational expense regular review.

The third topic relates to capital expenditure spending. As you're aware since Chicagoland became our managing agent, we have undertaken some major capital repairs and improvements. I am working with Management to review short and long-term project scheduling, funding of these projects, and ways to control expenses related to capital improvements. We are focusing on both "back of the house" items you don't see as well as ways to improve the curb appeal of our wonderful building. As part of this process, we are also working with your financial institutions to come up with ways to improve rate of return on investments without sacrificing the safety of our money.

I look forward to writing future articles to you to help build a better understanding of what we as a Board are doing with your assessment dollars. If you ever have questions for me, please reach out to Dale Young who can put us in touch. In closing, I'd like to again thank you for electing me to your Board of Directors.

Regards,  
Fred Kotoske



**3600 CONDOMINIUM ASSOCIATION**

**3600 MANAGEMENT TEAM:**

Property Manager: Manager@3600lsd.com 773.528.3600 x102	Dale Young
Assistant Property Manager: assistant@3600lsd.com 773.528.3600 x101	Jay Markicic
Administrative Assistant: adminassistant@3600lsd.com 773.528.3600 x103	Rebecca Michener

**TELEPHONE NUMBERS:**

Emergency – Police/Fire	Dial 911
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Non Emergency	Dial 311
Front Desk	773.528.3600 x100
3600 Commissary	773.327.5102
3600 Garage	773.296.0286

**3600 ASSOCIATION BOARD MEMBERS:**

President	Elaine Toscano
Vice President	Chad Brose
Treasurer	Fred Kotoske
Secretary	Douglas Smith
Director	Chris Handzlik
Director	Ellen Karp
Director	Paula Cohen

**UPCOMING DATES TO NOTE:**

First Day of Spring	March 20
Election Day	March 20
3600 Association Board of Directors Meeting	March 29th – 7:00 p.m. in Wall Hall
Good Friday	March 30
Passover Begins at Sundown	March 30
Easter	April 1
Earth Day	April 22
3600 Association Board of Directors Meeting	April 26 – 7:00 p.m. in Wall Hall