

ST. JAMES TOWERS | MONDAY, FEBRUARY 6, 2023

DIRECTOR'S MEETING OF ST. JAMES TOWERS, INC.

The Meeting started at 7:03 Via GoToMeeting Video Conference Call

Directors Present: Dr. Noreen Hosier, Mr. Patrick Stennett, Mr. Warren Harding, Mr. Ronald Roxey, Ms. Nicole McKnight, Ms. Yvonne Hilton, Ms. Arlene Arrington, Mr. Rudy Moore, Mr. Claudio Jordan

Building Manager: Nicole Duncan

Manager's Report

- New porter Eduardo Conforme started last week and was welcomed enthusiastically; photo of Eduardo was posted in the building. Revised work and lunch schedules that include Eduardo have been prepared. An adjusted schedule will take effect March 1 to accommodate the new garbage collection times by Department of Sanitation in April.
- Apartment Vacancies/Other Updates:
 - 5J was surrendered on 2/2 and cleaned; proposals from contractors were submitted
 - Shareholder in LD is in hospice; apartment surrender is pending
 - 17A and 20H: renovations complete
 - 19B: awaiting HPD approval, restoration in progress
 - 7K, 21I – restoration in progress; applicants being interviewed
 - 22I, 2N, 20N – eviction pending
 - 1G: denial of succession to be submitted for certificate of eviction
 - 5N: Appropriate succession paperwork was not submitted by resident
- Elect US: Proposal provided for the meetings in 2023: three quarterly meetings, candidates meeting, and the annual meeting at the cost of \$2,750.00. After negotiation they have offered a discount of \$100.00 as a valued and returning customer.

Dr. Hosier initiated a discussion on reopening the Community Room and Rainbow Room in light of the recent lifting of COVID restrictions by the city and President Biden ending the COVID emergency effective May 11. Ronald Roxey was asked to be the board designee to work with the Rainbow Room Committee to develop a plan for reopening. Suggested plans for reopening the Community Room were scheduling the room through BuildingLink and handled by the Management Office, and Assistant Treasurer Arlene Arrington collect room booking fees. Other suggestions were raising the fees for using the Community Room and alternating between in-person (with limited capacity) and virtual shareholder meetings.

Surveys: Dr. Hosier suggested surveying the shareholders on reopening the Rainbow Room, virtual vs. in-person shareholder meetings in the Community Room, and suggestions for renaming the playground. Nicole McKnight will prepare the survey questions, and the board was asked to submit suggested questions.

Given the possibility of reopening the Community Room, Dr. Hosier asked Ms. Duncan to ask Elect-U.S. about offering per meeting services instead of a package deal service.

- BrightView: The landscapers have submitted their service agreement for 2023-2025 at a 7% increase totaling \$15,946.00. The board reviewed a comparison chart of landscaping services between 2020-2022 and 2023-2025 and there is a 7% increase between the two contract periods. Given the increase amidst budget constraints at St. James, Dr.

Hosier suggested the board consider reducing landscaping services to limited maintenance (hedge cutting, tree maintenance and lawn mowing)

Capital Funding

The city cannot consider our request for funding until the end of 2023/early 2024 which would place St. James in the position of paying penalties of at least \$1000/month for noncompliance with Department of Buildings inspection requirements that takes effect after February 21, 2024. However, the city would not oppose to St. James taking a private loan. Our corporate attorney heard back from Wells Fargo, who quoted an interest rate of 5.5% for a loan. After reviewing our financial records, Wells Fargo stated that if St. James focused on FISP CYCLE 9 and roof replacement, carrying charges would need to increase by 14% to cover 6 million mortgage debt. Funding from grants would not go into effect until next fiscal year, and there is no guarantee that the grant will be awarded given the number of other Mitchell-Lama developments competing for funds. Warren Harding recalled researching HFA loans from the state previously; he will look into this option further.

Dr Hosier discussed with Millennium (who specializes in façade and roof work) the possibility of a loan, and they would consider it. St. James borrowed money from Millennium for the parking lot project, and repaid the loan through capital assessments. However, St. James' apartments are too expensive for resale per HPD due to the four previous capital assessments. In the meantime, Metro President David Baron is working with a broker; no additional information is available yet.

Another option is for St. James to do nothing and pay penalties until funding becomes available, while still have the inspections done for FISP Cycle 9; this could be a cheaper option, depending the amount of the penalty. There are two proposals submitted to St. James from Lawless & Mangione and Rand. St. James signed Rand's proposal in November 2020 and made a \$14,000 downpayment; the project was put on hold due to the roof conditions that had to be checked. Lawless' proposal includes a second engineer assigned to the roof and façade project; Ms. Duncan is inquiring into why the second engineer is needed. Vivek Patel, who previously worked for Rand and worked on St. James projects, is now an independent contractor and may be another potential contractor to hire.

- Elevator Flooring: Two bids were submitted, one each from ASA Building Maintenance for \$5,008.25 and JS Construction Group, Inc. for \$4,888.49. Both vendors brought samples to Management to examine and discussed subflooring repair as part of the proposal. Guarantee details were not known; Ms. Duncan will follow up. JS has done work at St. James previously and has a lower bid. Due to the immediate safety hazard, a motion was made by Yvonne Hilton to accept JS Construction Group, Inc.'s proposal to repair the flooring in elevators #1 and #2 contingent upon the warranty for \$4,888.49. Ronald Roxey seconded, and the motion passed with a unanimous vote.

Upcoming Shareholder Meeting Dates (tentative):

3/27, 6/19, 9/18 (Quarterly meetings)
12/11 (Annual Meeting)

MTA: B38/B52 Bus Stop/Route Changes

Warren Harding discussed circulating a petition in the building to oppose the MTA's proposal to remove limited service and bus stops along the B38 Route at Ryerson St./Dekalb Ave. and Grand Ave/Lafayette Ave., and discontinuing the B52 route along Greene Ave. Councilwoman

Crystal Hudson wrote a supporting letter of the opposition. Dr Hosier asked Ms. Duncan to have Sadonia make signs notifying shareholders of the petition. She also asked Mr. Harding to check whether the MTA hearings on bus route redesign are still taking place in order to determine how long the petition signing can continue, and where to deliver the petitions (Councilwoman's office or MTA).

Dirty Water

Mr. Jordan reported dirty water coming from his kitchen line for the past month; may be a water tank issue. Ms. Duncan will follow up

Hercules Laundry Service Contract

Our corporate attorney is still working with Hercules on the contract.

The meeting ended at 8:51 PM.

Minutes prepared by Warren Harding, Secretary

Warren Harding

2/10/2023

Signature

Date