

OLD OAKS ROOFING PROJECT - 2019

Landlords are required to notify their tenants of any and all activities within the community. The association does not provide mailers to tenants however, we still want everyone to be aware of and participate in community events and activities.

Included with this mailer are a couple of flyers in regards to the roof project. The first contains useful information regarding insulating your attic. The community has made this mandatory – meaning you are required to fulfill this obligation whether you use S&D Roofing or an outside company. You are required to provide proof of insulating if you use anyone outside of S&D within four (4) months of completion of the insulation installation. Proof includes a copy of your invoice noting the work performed and payment in full. Since this is our first roofing project in Old Oaks it has gone fairly smoothly and we learned a couple of things along the way. A few items to note as we finish the project in 2019:

- The existing attic insulation is rated an R38. Illinois has increased the municipal code to R49 due to the increase in temperatures outdoors and the increased need for additional venting required in the construction of new roofing. Information was sent out previously advising of this information.
- If there should ever be any repair or maintenance needed to your unit and the cause is due to not having enough insulation in your attic space, including ice damming, condensation, or anything a contractor deems as cause, you will be responsible for the payment invoice and your assessment account will be charged. Insulation will protect the life of the roof which is why this process is mandatory. Review Article V, Section 3(f) and Article V, Section 4 of the Declaration.
- You can contact your homeowners' insurance agent and advise that you have a new roof installed (and insulation). You should receive a discount on your insurance.
- If you use S&D Roofing for your installation of insulation, you can spread your payments over a minimum 4 month period. Once the association receives the invoice, your account will be assessed the cost and you can pay all at once, or take pay it in at minimum 4 equal monthly installments. S&D Roofing may be contacted to schedule this service at 630.279.6600 or service@sdroofing.com. Call now to schedule before the roofing project begins. Once your roof is completed they will be unable to blow the insulation in through the roof.
- All items must be removed from the attic space for the insulation to be blown in.
- S&D Roofing will post a flyer on your garage door advising that your building is being prepared to have the roof replaced. The start of this may be a couple weeks later, but once you see that it is your turn each unit must be ready for the project to avoid additional costs associated with having to tow a vehicle from the driveway or the contractor having to return at a later date. This cost will be charged to the owners assessment account. The following are some additional reminders:
 - a) Satellite dishes will be removed and placed either by the front door or in the lawn

area. It is the owner's responsibility to remove these from the property and dispose of as necessary. It is the owner's responsibility to have a new dish installed on a pole as dishes will no longer be allowed to be installed on the roof. If a dish is noted on the roof it will be removed without notice, the roof repaired to new and all costs charged back to the unit owner.

- b) All vehicles must be removed from the driveway. Dumpsters may be parked in your driveway for the disposal of materials. Plywood boards may be leaning against the building to protect garage doors or windows. Your vehicle may be towed at your cost if the contractor needs access to your section and the car remains in the driveway. Vehicles should be removed by 7:00 a.m. and should be parked away from the building so construction vehicles have easy access to perform the work. Park down the street and not in front of your unit or building where construction is taking place!!! You should be able to park in the driveway at the end of each day (but is not guaranteed). Contractors will be onsite and preparing to work prior to 8:00 a.m.
- c) There is quite a lot of noise associated with a roofing project. This can not be avoided regardless of your circumstances. Remove anything from walls and shelves as needed to avoid it falling off and breaking. Reserve any painting to after the roofing project as you may notice some cracks in the drywall that you will need to repair prior to painting. This is a normal occurrence in a roofing project and is the owners responsibility.
- d) Nails are inevitable!! The contractor uses a high powered magnet to remove nails that are on the ground, but as with anything, not all nails get picked up...they should be doing their best to remove them. Cautionary Statement: you might consider getting out of your car and reviewing the area/driveway before driving up to your garage to avoid getting a nail in your tire.
- e) ALL SCREENS must be removed from the windows to avoid tearing them. With the second phase in 2019 the contractor will not be responsible for your torn screens when they are not removed from the windows.
- f) Patios should be cleared of furniture and personal items so they are not damaged. The contractor will not be responsible for items left around the unit.
- g) If your building is slated for construction do not plan to plant flowers or bushes until after it has been completed.
- h) If you notice something out of the ordinary such as damage to siding, wood (if not just rot), windows broken, etc., this must be reported to management right away so it can be investigated.

Additional item to note: There is a lot of rotted wood which will be replaced with a composite and the association is attempting to obtain quotes for the replacement. Gutters will be replaced shortly after the roof is completed and you may see them being replaced over rotted wood for the time being. If, when the project is completely completed, you notice rotted wood, please advise management so it can be taken care of.

If you have any questions regarding this project please contact Gina Cashman at gcashman@fosterpremier.com.