



COMMONWEALTH TERRACE

COOPERATIVE STUDENT HOUSING

Commonwealth Terrace Cooperative

Board Meeting – September 25, 2019

Meeting was called to order at 6:35PM at the CTC Community Center Building, Fireplace Room

Directors Present:

Sofia Simeto
Do Yeon Hwang
Amer Al Homoud
Antony Maikur
Brook Demissie
Tamara Walsky
Kiwoong You

Directors Absent:

Byju Govindan
Raghu Velagaleti

Also Present were:

Hadley Adkins, General Manager
Shanea Schmelling, Operations Manager

Time Keeper: Shanea Schmelling
Process Assistant: Amer Al Homoud

Welcome, Time Keeper (minute taker) and Process Assistant (Chair)

Approve: Packet / Agenda / Consent Agenda

DoYeon makes the motion to approve the packet, agenda and consent agenda. Antony Second. All seven (6) vote in favor. Zero (0) opposed. Motion passes.

Request to give a quick summary of the packet when given. Summary is given in Email body.

Resident Voices

- Email concerning laundry room disinfecting concern from resident- will be addressed by management:
 - Update Ward Rep position in monitoring cleaning and have it universal and enforced.
 - Follow up with CSCC and how their cleaning enforcement work
 - Updating signage and informing residents to cleaning duties.



COMMONWEALTH TERRACE

COOPERATIVE STUDENT HOUSING

- Educating how to use a public space. Don't move machines, don't put people's clothes on the floor, set a timer.
- Need to be forgiving and work with each other.
- No residents present for other Resident Voices

Designate Committee and Management Tasks- Parking/Laundry

- Laundry: Previous complaints shared prior.
 - Management did their part in researching with BDS and the contract ends March 31, 2021.
 - Should the board compile complaints for next few years before contract ends and look at other companies.
 - BDS is a locally, family owned company that is predominately around the Twin Cities and the University. We previously used Coin Mac (Previously MacGrey), which was a difficult company to work with and why we moved to BDS.
 - Can add tutorials from YouTube to the Maintenance Page on the website.
 - Is there any statistics of usage of cold/hot water? No- would need to request from BDS.
 - *Board tasking to request Management to get usage limits for each cycle and to increase educational campaign.*
- Parking:
 - *Kiwoong motions to task the Operations committee to review and look at the parking policy, they should review and exhaust all possibilities and bring recommendations back to the board to move forward. DoYeon Second. All seven (7) vote in favor. Zero (0) opposed. Motion passes.*
 - *Committee should provide a report for January meeting and presenting for questions. This should be progress, might not be full recommendation. Committee will have Management input.*

HRL Report- University Project Updates

- Capital project Updates
 - Replace Fifield Street - \$600- Construction Phase- Delays due to weather
 - Repair Community Center HVAC- Substantially completed- will be installing sound panels or fencing to reduce noise if needed.
 - Building 57- Floors, countertops, sinks, faucet replacement - \$150,000- pre-bid phase
 - Replace Section of Community Center Roof- \$100,000- pre bid phase.
- HRL will need to know if the Board would like to allocate up to \$250,000 for the purchase of security cameras



COMMONWEALTH TERRACE

COOPERATIVE STUDENT HOUSING

- U of MN Board of Regents are supposed to have another report in December and we hope to have a better understanding of the future of redevelopment on property.
- Housing co-op satisfaction survey provided- any additions should be emailed to Shanea before Monday, September 30, 2019.

Security Surveillance Options

- Board Action: Determine if monies from University capital expenditures or operational budgetary reserves need to be allocated to security camera infrastructure based on the input from the University and CTC crime reporting statistics.
- The University doesn't see a huge reduction in crime where cameras are allocated on campus.

Security Surveillance Options

Option #1

Allocation of University Capital Project Funds towards Security Surveillance

Board action to approve as a capital plan project HRL Report (August/September 2019)

A rough order of magnitude price estimate for placing security cameras at the entrance points of CTC is upwards of \$250,000. We do not feel that this cost is justified at this time, however we are willing to pursue it if the board feels strongly that it is a good use of student money. If the goal is to reduce property crime, we have not seen a significant reduction in property crime on campus or at CSCC where cameras are currently deployed. The CTC board has the option of requesting that the University allocate up to \$250,000 for the purchase of cameras that can be deployed on the CTC property. The cameras would be purchased, controlled, and placed through the expert advice of Central Security and UMPD for the sole use at the CTC property. This would require a board vote to request this of the University at Commonwealth Terrace Cooperative.

**The proposed cameras will be transferrable solar mounted pole or mobile camera stations*

Option #2

Allocation of Co-op operational reserve funds towards design and University approval of proposed Security Surveillance cameras by an external security service contractor (Mounted security cameras) Proposed 18 electrical mounted cameras on exteriors of buildings strategically placed throughout property to capture entrances, parking areas and internal areas.

Estimate: \$72,000 - \$90,000 (baseline before any University project requirement costs of design/codes and approval) University Design requirements would be required by reputable University associated firm, pre-approval estimated costs \$50,000-\$60,000 without guarantee of final approval for project and an estimated time frame of design and approval review minimum of 6months-8months.



COMMONWEALTH TERRACE

COOPERATIVE STUDENT HOUSING

*These cameras would require University approval: University/HRL response to initial approval of external Security Service contractor - The alteration of the buildings and structures would require significant design work and more stringent approval.

Tammy motion to not allocate money to capital moneys for securities camera. Not seconded. Motion does not move forward.

Antony moves to make the motion to allocate the \$250,000 to the capital budget. Kiwoong seconded. Four (4) in favor. Two (2) opposing. Motion passes. Requesting in spending the money towards the large mobile such as UMPD currently used in.

- Can take in monitoring mechanism compiling reports to any theft has decreased? Note location of cameras and location of theft.

Informal Discussion – **Executive committee- Updates/suggested future agenda items-** policies, future issues, events, community concerns etc.

- Can continue the discussion of security cameras

House Keeping

- Assign Terrace Times article due September 30th
 - Topic- approval of security cameras
 - Brook and work with Tammy opinion.
- Fee Schedule FY 19-20 Amendment (Action)
 - Adding \$4.00 Lightbulb fee to the current fee schedule.
 - Antony move to make the motion to amend the fee schedule. Sofia Second. All (6) in favor. Zero (0) opposed.
 - Does that include the refrigerator light.

Raghu motion to have Tamara and Brook fill two open board positions. Antony second. All Seven (7) in favor.

Meeting adjourned at 8: 47PM