

Minutes of the Green Trails Improvement Association, Board of Directors Meeting Tuesday, June 8, 2021

In compliance with Covid-19 pandemic guidelines, Peter Bakas called the meeting to order at 7:35pm via teleconference. Board members participating: Greg Athas, Peter Bakas, Joe Broda, Pat Coughlin-Schillo, Les Lavin, Gary Ledvora, Mark Munoz, George O'Hare, Michael Olson, Alden Snyder, Liz Sullivan and John Warrington. Board members excused: Bob Klaeren, Jevon Knowles and Pavel Snopok. Management: Terry Jones and Tom Skweres. Paula Gleason was Recording Secretary. A quorum was available.

Open Forum – A Green Trails resident was in attendance to address matters concerning a violation letter of non-compliance received.

Minutes of the Prior Meeting

Minutes of the May meeting were presented for review.

Board Motion: Alden Snyder motioned to approve the May meeting minutes, George O'Hare seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

Joe Broda reviewed the May Balance Sheet and Income and Expense Statement.

Board Motion: Liz Sullivan motioned to approve the check register expenditures of \$23,194.65 for June, George O'Hare seconded. Motion was passed by a unanimous voice vote.

Management Report

Management submitted requests for bid to two vendors to obtain a proposal for GTIA insurance. The financial reports for May 31, 2021 were included with a June 2021-to-date list of closings.

ACM mailed a payment check on June 2nd to cover the survey invoice for the Telluride project, which will be addressed in the Maintenance Committee Report.

The GTIA auditor received a 2020 tax return extension until November 15, 2021.

ACM received a note from the auditor that paperwork for the audit is being completed; the report should be ready by the next Board meeting.

Terry, Tyler and Les have completed inspections together and are working on:
Establishing a plan regarding which five light poles need replacement;
and, working on a strategy to address the Breckenridge/Vail drainage issue through cooperation with affected owners.

Phone/Email Log

Management continues to provide weekly call logs to the Board.

Finance Committee

The Finance Committee reviewed the GTIA proposed delinquent collection policy as amended by collection attorney, Keough and Moody. The Finance Committee recommends approval of this amended policy.

Board Motion: Alden Snyder motioned to delete the eviction action clause from the Keough and Moody amended GTIA Delinquent Collection Policy as submitted, Greg Athas seconded. Motion was denied by a show of hands of eight negative and four affirmative votes.

Board Motion: Joe Broda motioned to approve the Keough and Moody amended GTIA

Delinquent Collection Policy as submitted, Pat Coughlin-Schillo seconded. Motion was passed by a show of hands of nine affirmative and three negative votes.

Joe requested Terry to follow up with Melissa to provide the interest on accounts as of June 30th to be able to post on July 1st. Peter Bakas encouraged Terry to follow up with Melissa to communicate the interest numbers directly to Joe by June 18th.

Maintenance Committee - Les reported that Balanced Environment's (BE) mowing performance has improved over last year and ACM is addressing any new issues to BE. ACM has been requested to separate the work scopes included under the current contract in preparation for development of an RFP for these items.

Several residents' calls and comments from the NextDoor website concerned missed mowing south of Woodglenn Park. This is Park District area and has been corrected by the Park District.

BE's subcontractor completed the first application of turf herbicide and fertilizer the week of 5/23. The second application will be completed within the next 4 to 6 weeks and the final application will occur in September.

BE removed the tulips, prepared the accent beds and planted annuals in four of the signage areas during the week of 5/30. BE will maintain the areas and water as needed. ACM provided a deposit to the Village of Lisle (VOL); the water meter was picked up from the VOL, delivered to BE; and ACM will monitor watering activities. BE submitted an amended proposal to provide and install a reduced amount of mulch for area plantings, as requested by the Board.

Maintenance is considering the use of native species within GTIA accent areas. Kristy Benton presented a detailed plan to the Maintenance Committee on 6/3 for installing native species annuals in accent areas of Tyrnburly island and the patio area. R&D also provided a video presentation/proposal of recommendations for the Tyrnburly island, which Les will send to Board members to review. BE has proposed a native species plan for the Green Trails Drive/College Rd. accent areas. A dead Hawthorne tree was found in the accent area of the northeast side of College and Green Trails; BE will remove the dead tree when they address the accent area.

BE completed the first fungicide application for Needlecast on the spruce trees along College Road during the week of 5/30. An additional two applications will be completed, every ten days. BE is only contracted to treat the spruce trees in the common area along College, however, additional other common area trees as well as private property trees are showing Needlecast.

R&D completed their May contract work, but will hold off on transplanting until conditions are more favorable. The grass blankets installed along the Ridgewood curve are doing well; but will need to be watered while drought conditions persist. BE will be advised by ACM to add watering of that area to their scope.

R&D removed one large infested White Pine along College and cleared the area to prevent spread of the infestation.

T&M removed the four dead trees under their May contract, plus two "emergency" removals.

ACM continues their process to determine which light poles should be replaced with the new poles in inventory. The replacement sensor-timer for LP #128 has been received, but will not be installed until Volt is next on-site to install light poles.

Polena Engineering LLC Companies is expected to conduct the survey for the Telluride area property project within the next two weeks. Once the survey is complete, ACM/Maintenance Committee will continue to finalize plans for the deteriorating retaining wall, regrading and removal of specific trees in that area.

Commercial Asphalt scheduled trail work for 6/10-11, however, due to weather restrictions, revised the schedule to 6/17-18. ACM will provide a list of trip hazards for Commercial to address while they are on-site for the contract work.

ACM issued three violation letters and five education letters to residents as a follow-up to old and new violations. One violation has been remedied and is closed. ACM will follow up on remaining notifications to ensure closure.

ACM met with some of the residents in the Breckenridge/Vail drainage problem area to share some of the GTIA and Lisle Public Works Department findings.

ACM was requested to identify areas that need trimming, specifically along heavily-wooded and peripheral trails. Tom Skweres will meet with their General Manager this week to ascertain the possibility of procuring motorized transport to expediate identification of the areas to be addressed. A time and material bid has already been received and work is to be targeted for completion in late June or early July.

Communication Committee – Liz Sullivan provided a synopsis of the committee member accomplishments to provide easy access to the revised Board book. Gary Ledvora explained that the identification tabs are designed to provide easy insertion of new content. All data received from Joe Broda and Les Lavin is being installed in the Google Cloud. The committee will take Board member suggestions under advisement to improve the ongoing revisions.

Parks Committee – Pat Coughlin-Schillo reminded Board members that she will distribute park evaluation request forms online. In Pavel Snopok’s absence, there was no report on the May Park District Board Meeting he attended. Mark Munoz will attend the June Park District Board meeting.

Board Member Area Reports – None.

Executive Session to Discuss Management

Board Motion: Joe Broda motioned to move to Executive Session, Liz Sullivan seconded. The motion was passed by a unanimous voice vote at 9:15pm. At 10:08pm Joe Broda motioned to exit the Executive Session, Pat Coughlin-Schillo seconded, the motion was passed by a unanimous vote; the Board meeting convened.

Adjournment

Board Motion: There being no further business, Michael Olson motioned to adjourn the meeting, Gary Ledvora seconded. The motion was passed by a unanimous voice vote, the meeting was adjourned at 10:09pm.

Respectfully submitted, Paula Gleason, Recording Secretary, Signature on File