

Minutes of the Green Trails Improvement Association Board of Directors Meeting Tuesday, August 10, 2021

Peter Bakas called the meeting to order at 7:45pm at Trinity Grounds for Hope, including virtual access. Board members present: Peter Bakas, Joe Broda, Pat Coughlin-Schillo, Les Lavin, Gary Ledvora, Mark Munoz, Michael Olson and John Warrington. Board members participating via teleconference: Greg Athas, Jevon Knowles, Pavel Snopok, Alden Snyder and Liz Sullivan. Board member excused: George O'Hare. Board member absent: Bob Klaeren. Management: Terry Jones. Paula Gleason was Recording Secretary. A quorum was available.

Open Forum – One Green Trails resident via teleconference to observe.

Minutes of the Prior Meeting

Minutes of the July meeting were presented for review.

Board Motion: Mark Munoz noted that he did not second the motion to approve the R&D \$2,400 proposal to perform assigned work, as listed under the Maintenance Committee; motion will be amended to indicate that Joe Broda seconded that motion. Liz Sullivan motioned to approve the July meeting minutes as amended, Pat Coughlin-Schillo seconded. Motion was passed by a unanimous voice vote.

Treasurer's Report

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

Board Motion: Gary Ledvora motioned to approve the amended check register expenditures of \$22,635.48 for August, Michael Olson seconded. Motion was passed by a unanimous voice vote.

Management Report

The financial reports for July 31, 2021 were included with a July 2021-to-date list of closings.

ACM provided a list of addresses and updates for the 15 encroachment violation letters sent to homeowners; including an Architectural Control Request for Board approval, which will be addressed in the Maintenance Committee report.

T&M proposal submitted for Board approval to remove designated tree, Winstead Court.

T&M proposal submitted for Board approval to remove designated tree, Timbertrails.

BE proposal submitted for Board approval to provide native plantings. Tyrnbury Drive.

ACM is completing a draft 2022 budget which will be ready by next week for Maintenance/Finance committee review.

Phone/Email Log

Management provided weekly call logs to the Board.

Finance Committee

Joe Broda provided copies of the 2020 Audit Report as prepared by Robert J. Ripp & Associates.

Board Motion: Joe Broda motioned to approve the 2020 Audit Report as submitted, Michael Olson seconded. Motion was passed by a unanimous voice vote.

The completed GTIA 2020 Tax Return will be filed this week.

For the month of July, one full payment and two partial payments were received for past due

accounts, which brings the delinquent account amount to \$32,274.38 representing 46 accounts. Twenty-six of these accounts were submitted to our collection attorney to begin the lien filing process.

Maintenance Committee/Finance Committee need to schedule a meeting as soon as possible to prepare the first draft of the 2022 budget, to be presented for review at the September Board meeting.

Maintenance Committee

G&G is developing a 2022 mowing contract proposal for GTIA. G&G will include watering as a separate item. Maintenance will also explore watering options with R&D.

R&D is completing August work scope; however, continue to refrain from transplanting nursery stock until conditions are more favorable.

R&D will be asked to submit a proposal to trim dead branches from several College Road spruce trees infested with Needlecast.

As previously noted, the dead Hawthorne tree in an accent area at College & Green Trails needs to be removed. ACM will follow up with BE.

Maintenance authorized T& M to do emergency removal of sections of a tree that fell on the trail behind Carriage Hill Road.

Maintenance recommends approval of the two T&M proposals as submitted for dead tree removals, plus an additional \$500 for a pine tree removal on College Road.

Board Motion: Liz Sullivan motioned to approve the two T&M proposals as submitted and amended, in the amounts of \$1,360 and \$2,175 respectively, Greg Athas seconded. The motion was passed by a unanimous voice vote.

The Maintenance Committee agreed that most of the 2021 identified trail trip issues could be included on the 2022 list. In the interim, Maintenance Committee members will temporarily address one trip issue needing immediate attention.

Maintenance will review the revised BE proposal submitted for installation of perennials/native species in the Tyrnbury Island and will discuss the reduced cost at the next Board meeting.

Maintenance will review the BE proposal for tulips in the signage areas; and compare their cost proposal for winter décor and holiday lighting for specific accent areas with the McFarlane Douglass options obtained by Liz Sullivan. To be discussed at the next Board meeting.

ACM is waiting for an estimate from Inside Out for moderate crack repairs in several light poles. ACM will follow up with Volt on light pole installation and sensor-timer install. ACM to follow up with ComEd on the light pole pedestal relocation.

There are permanent markers installed adjacent to the Telluride Ct survey stakes. The Village of Lisle Public Works (VOL PW) suggested GTIA submit a Regrading Permit Request to the Village. Koziol Engineering, a local civil engineering firm, has been contacted to render a drawing including a PE stamp to assist in the permit request.

Les Lavin recommended approval of the ACM Architectural Control Request form submitted, noting that the information needs to be transferred to a GTIA Architectural Control Request Form.

Motion: Joe Broda motioned to approve the Architectural Control Request, Pat Coughlin-Schillo seconded. The motion was passed by a unanimous voice vote.

Following discussion of the multiple violations report, both Peter Bakas and Les Lavin encouraged Board members to walk their respective areas, search and report any encroachment violations identified such as drainage issues, firepits, plantings, trampolines, playsets, material storage or debris in/on common areas.

The VOL PW is reviewing our draft letter to specific residents regarding the Breckenridge/Vail drainage situation. After the letter is sent, ACM will send individual letters to residents regarding specific issues on their property or citing violations onto the common area.

Discussions were held with GTIA, VOL PW and City of Naperville about a section of trail across from St Margaret Mary that was removed when Green Trails Drive was being repaved. Two resolutions that were proposed will be discussed and voted on at the next Board meeting:

- 1) Cut the trail to turn back, 330 linear feet
- 2) Extend the trail 250 linear feet to the sign at Green Trails and Naperville Road.

Identified 2022 initiatives for the proposed budget include: Invasive species control program, violations, pathway trimming program, perennial/native species program, mowing expedients, Telluride regrading/retaining wall replacement and light pole repairs/preventative maintenance.

Communication Committee

Liz Sullivan requested Board members to review the holiday decoration options from McFarlane Douglass which she provided and be prepared to offer comments at the next Board meeting.

Parks Committee – Pat Coughlin-Schillo reminded Board members to complete their assigned Green Trails park evaluation forms and return them to her by August 31st. Pat stated that Park District Board meetings will now be held in person. Michael Olson provided comments of the July Park District Board meeting that the Park District will install pickleball courts in Green Trails; specifically, one on Abbeywood and possibly one other location to be determined. Greg Athas will attend the August Park District Board meeting.

Board Member Area Reports - None

Executive Session to Discuss Management

Board Motion: Gary Ledvora motioned to move to Executive Session, Liz Sullivan seconded. The motion was passed by a unanimous voice vote at 8:35pm. Motion to exit the executive session by Michael Olson, Pat Coughlin-Schillo seconded, the motion was passed by a unanimous voice vote at 10:02pm. The regular Board meeting reconvened.

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 10:03pm.

Addendum

Due to time expiring on the physical space used by the Board for the hybrid meeting, subsequent to the meeting date the Board approved via electronic voting a motion by Liz Sullivan and seconded by Peter Bakas to enter into a consulting agreement with Brenda Pung, the motion was passed by a vote of 11-3.

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