

# **Minutes of the Green Trails Improvement Association Board of Directors Meeting Tuesday, October 12, 2021**

Peter Bakas called the meeting to order at 7:00pm at Trinity Grounds for Hope, including virtual access. Board members present: Greg Athas, Peter Bakas, Joe Broda, Les Lavin, Gary Ledvora, Michael Olson, Pavel Snopok, Liz Sullivan and John Warrington. Board member participating via teleconference: Alden Snyder. Board members excused: Pat Coughlin-Schillo and George O'Hare. Board members absent: Bob Klaeren and also absent due to technical issues Jevon Knowles. Administrative assistant: Brenda Pung. Paula Gleason was Recording Secretary. A quorum was available.

**Open Forum** – None

## **Minutes of the Prior Meeting**

Minutes of the September meeting were presented for review. Gary Ledvora noted that the motion to approve the 2012 Audit Report proposal, as listed under the Finance Committee, was made by Jevon Knowles and that he seconded.

**Board Motion:** Liz Sullivan motioned to approve the September meeting minutes as amended, Pavel Snopok seconded. Motion was passed by a unanimous voice vote.

## **Treasurer's Report**

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

**Board Motion:** Gary Ledvora motioned to approve the amended check register expenditures of \$26,383.89 for October, Greg Athas seconded. Motion was passed by a unanimous voice vote.

Joe Broda distributed copies of the proposed 2022 budget.

**Board Motion:** Liz Sullivan motioned to approve the proposed 2022 budget as submitted, for publication in The November Pathfinder, Pavel Snopok seconded. Motion was passed by a unanimous voice vote.

## **Administrative Report**

The financial reports for September 30, 2021 were included. A list of 11 September newcomers was provided. Directors are encouraged to call on new owners in their respective areas. Ballots and election letters are being mailed this week.

## **Phone/Email Log**

Brenda Pung provided the daily call logs to the Board.

## **Finance Committee**

For the month of September, four payments in full and one partial payment were received for past due accounts, after our collection attorney sent out demand notices to 28 delinquent accounts, which brings the delinquent account amount to \$36,315.48 representing 31 accounts.

Joe Broda distributed a copy of a proposed revised Collection Policy to return to the former GTIA process that provided for GTIA to file liens in house. The consensus of the Board was general agreement but to allow for attorney participation as necessary. Peter Bakas was to modify the language within the current Collection Policy for consideration at the next Board meeting.

Joe requested approval to waive filing liens for this year; however, the Board requested that Joe go forward with filing those liens where all communications under the policy were made. Joe requested approval to fund the lien processing fees.

**Board Motion:** Gary Ledvora motioned to approve the expense of \$67.00 each to file a

maximum not to exceed 30 liens, Liz Sullivan seconded. Motion was passed by a unanimous voice vote.

### **Maintenance Committee**

Maintenance solicited and evaluated alternative offers for the scope of the current “Landscape Maintenance” contract. G&G submitted the most favorable evaluated bid to perform mowing/fertilization and weed control in 2022. Bids for accent area landscape maintenance are still being evaluated.. Les requested authority to finalize the mowing/fertilization/weed control negotiations and will advise the Board once evaluation of the accent area maintenance bids has concluded. Les will circulate the final contract or mowing/fertilization/weed control to the Board prior to acceptance.

**Board Motion:** Joe Broda motioned to approve Les Lavin continue to finalize negotiations for a one-year contract for “mowing, fertilization and weed control” for 2022, Alden Snyder seconded. Motion was passed by a unanimous voice vote.

Maintenance will also explore watering options such as installation of water retention materials/distribution systems to reduce cost. Three “time and material” bids have been received for watering. It has been suggested that the Board also investigate installing an irrigation system for the signage area as a longer-term cost savings consideration.

R&D submitted a proposal for several identified work items in the amount of \$3,265.00.

**Board Motion:** Greg Athas motioned to approve the R&D proposal as submitted in the amount of \$3,265.00 plus an additional \$500.00 for potential additional trimming for a total of \$3,765.00, Mike Olson seconded. Motion was passed by a unanimous voice vote.

T&M removed the large dead tree beside 2376 Ridgewood.

Maintenance updated the light pole repair scope and recommended approval of a revised proposal by Volt. **Board Motion:** Liz Sullivan motioned to approve the Volt proposal in an amount not to exceed \$3,250.00, Pavel Snopok seconded. Motion was passed by a unanimous voice vote.

GTIA provided Volt with spare fixtures for repair of identified lights and will secure replacements from Cree under warranty. Volt is expected to complete repairs within the next two weeks. Maintenance/Administration will need to expedite ComEd on one light pole pedestal relocation.

After considering total costs, including difficulties identified by contractors, for re-grading the Telluride Ct. retaining wall area, it was determined by Maintenance that it would be best to replace the wall using better materials and including a drainage system to manage higher water flow in the areas. After evaluating bids, it was recommended that a contract be awarded to G&G to design and install a replacement retaining wall/drainage system.

**Board Motion:** Joe Broda motioned to approve the G&G proposal for installation of a concrete retaining wall in the amount of \$20,890.00, Michael Olson seconded. Motion was passed by a unanimous voice vote.

Maintenance has completed a review of the Common Area violations information as provided by ACM. Maintenance and Administrative will initiate actions to advise homeowners of specific issues consistent with the terms of Board policy.

Previously, ACM sent a letter to homeowners whose properties are impacted by or are contributing to drainage issues within the Breckenridge/Vail GTIA common area. Maintenance will follow up with further actions.

VOL has completed restoration work adjacent to the GTIA pathway on the north side of Green Trails Drive across from St Margaret Mary church..

A matter regarding property ownership near the Abbeywood Pond common area has been successfully concluded with the Lisle Park District.

### **Communications Committee**

Liz Sullivan requested Board members consider the creation of a new GTIA website, with more active interactions and access, such as WIX. Pavel Snopok offered to prepare a draft proposal for a WordPress site for review at next month's Board meeting. Joe Broda suggested we could use what we have and build on it. Liz also suggested implementing a fee-free electronic payment process; and initially test this application to only Board members next March. Peter asked that the Committee initially come up for vision for the website and proceed from there – will be a half to a year process.

**Parks Committee** – Peter read Pat Coughlin's synopsis of the September Park District Board meeting. Gary Ledvora will attend the October Park District Board meeting.

**Board Member Area Reports** - None

**Executive Session** - None

### **Adjournment**

**Board Motion:** There being no further business, Michael Olson motioned to adjourn the meeting, John Warrington seconded. The motion was passed by a unanimous voice vote, the meeting was adjourned at 9:10pm.

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