

The Estate Homes of Verona Ridge Homeowners Association Aurora, Illinois
HOA Board Meeting Agenda
May 27th, 2020 – 7pm

- I. Call to Order: Meeting called to order at 7:01 pm by Steve Foote.
- II. Roll Call: Board members present: President: Steve F; Treasurer: Joanna Walczykiewicz; Director: Todd Gould; and Secretary: Steve Coleman. Board members absent: None. ACM Community Management present: Kelly Hayes.
- III. Open Homeowner Forum:
 - a. Homeowner inquired about Trillium Native Landscapes, Inc. (Trillium) and how she would like a detailed update and future plan from them. The area behind 998 Verona Ridge Drive, South Verona Ridge Drive, and West side of street has not had attention for several seasons now. The invasive trees, the dried brush, etc., is unsightly. This is a job for Trillium and not the homeowner. (My husband has had to cut down a few of the trees himself, and last year we considered hiring a service to do it ourselves.)
 - b. Homeowner inquired about how she liked the idea of a Homeowners Association (HOA) Board meeting being conducted virtually. It makes access to the meetings better, especially for someone like me who is mobility impaired. This should be an opportunity to improve access/ involvement to the meetings now AND future forward. In this day and age, especially after the Coronavirus COVID-19, many of us are amply familiar with video conferencing. Our service provider should be leading us in modernizing our practices. The HOA Board should address the format of the meeting and certainly consider creating virtual access to the meeting in the future as a permanent option for homeowners to attend!
 - c. Homeowner inquired about the agenda and having to submit questions and concerns in advance (presumably due to Item b. above?) means it should have been published well in advance of the meeting. The HOA Board moved the meeting to a different format several weeks ago, so the planning of the agenda release should have been better. As ACM sets the agenda, they should have been more proactive.
 - d. Homeowner inquired about the concerns over the lack of maintenance and violation of HOA rules in the VRC. It is still necessary for homeowners to keep up their homes to maintain property values. (For example, multiple homes with - molding/dirty siding, mailboxes being held together with tape, weeds that have taken over the entire yards, and missing shutters; and 1 home with a water heater sitting in the driveway for weeks, mailbox lying on the grass near the road disconnected from the mailbox post, and a basketball hoop frame just sitting in the driveway.)
 - e. Homeowner inquired about the recent landscaping work that has been performed by Sebert Landscaping (Sebert) in the VRC and whether there was a limited scope as to which areas were to be maintained during the recent work. All of the trees and bushes in the common areas and entrance were re-mulched and trimmed; however, there are 5 trees and 1 large bush that are

adjacent to but not on the property at 1197 Verona Ridge Drive that were not touched. There were other trees on HOA property and parkway that trenched the tree rings but did not apply mulch. There is a large bush that was never trimmed when all of the work was done. Were these areas skipped due to limited scope of work or if someone thought that they are all on the property of the homeowner? Can the HOA board provide some information about this?

- f. Homeowner inquired about Sebert not performing the necessary work as stated in the contract regarding the general areas that they are supposed to maintain. They don't put down weed killer and/or fertilizer; they never pull weeds when they don't mow; and they never trim the bushes along the center path (next door to 1153 Star Grass Lane), along Hankes Road/Sun Drop Lane, and further down Indian Trail Road. Other complaints have come up about the Wetland area paths not being trimmed. When will this be addressed by the HOA Board? A concern was also raised at the May HOA Board meeting and ACM seems to think it is still coming since the calendar of operations shows shrub pruning and tree trimming happening in June, August, and October.
- g. Homeowner inquired about timetable when all of the VRC roads are seal coated and all of the potholes are fixed, as well as, when all of the Wetland area paths are seal coated and all of the cracks are fixed. The huge area of concern is the Wetland area path on the SW side of the VRC. This portion of the Wetland area path along Verona Ridge Drive and Star Grass Lane has been damaged for 10+ years and something needs to be done about it in the near future. When will this be addressed by the HOA Board?
- h. Homeowner inquired about the front monuments on Deerpath Road having black spots on the stone making them appear dirty. Can these monuments be cleaned? The homeowner would try to scrub them down, but isn't sure of how to do it properly. The monuments are dirty and haven't been cleaned in years.
- i. Homeowner inquired about a neighbor at 1206 Verona Ridge Drive having installed a bat house. Initially, it was thought that this bat house was on the homeowner's property, but it is now believed to be installed in the Wetland area. Was this approved or disapproved by the HOA Board? The homeowner may need to educate more on this subject, but there are some current concerns about supporting a bat colony so close to home.

IV. Agenda Modification:

- a. In response to the Coronavirus COVID-19, ACM is providing information concerning upcoming HOA Board meetings. The HOA Board meetings will be held using e-conference technology until such time that it is determined that in-person meetings can safely resume. The HOA Board meetings will still be open to homeowners, but in ways normal attendees are not familiar with. Homeowners will be provided a phone number to call-in that will give them the ability to listen to the HOA Board meeting, as required by IL State statute.
- b. The Homeowner Forum will be held during the meeting, but homeowners will need to submit questions and concerns prior to the meeting for the HOA Board to address at the meeting. To submit a question or concern for this meeting, email to customercare@acmweb.com or visit www.acmweb.com by May 26, 2020. Homeowners will only be able to listen during the HOA Board meeting.

- c. Please note that the Annual Meeting was originally rescheduled for August 26, 2020; however, it was changed to September 16, 2020 for unforeseen reasons due to the pandemic. HOA Board member elections will be held at this time through electronic means (TBD) and through U.S. Postal Service mail.
- V. Approval of Minutes: Steve C motioned to approve minutes from 02/19/20 HOA Board meeting. Todd G seconded motion. All in favor. Motion passed.
- VI. Treasurers Report: Joanna W reviewed month of April financials. Operating Budget: \$148,265.49, Reserve: \$60,541.30, Total Assets: \$208,806.79. (Note: Admin expenses have improved due to the Coronavirus COVID-19 (less paperwork); however, the HOA Board will continue to keep an eye out to maintain this reduction of fees.)
- VII. Old Business:
 - a. Monument Landscape Redesign Project. The updated proposal from Clarence Davids was selected for this landscaping redesign project to upgrade the 3 monument areas, 2 island areas, as well as, add mulch to numerous tree beds. This project was scheduled to begin approximately the second week of June, 2020. Sebert needs to clean up the monument and island areas, as well as, work to have the tree beds edged before adding the mulch. No action needed.
 - b. Ward 5 Grant Update: City of Aurora grants are available to help out with the cost of community landscaping. These grants are being applied for via letters to Alderman Carl Franco from ACM for the VRC to try and take advantage of this benefit. Approval from the various city departments takes time especially now with the staggered staffing. However, the significant departments have signed off for the VRC. Once the work is completed and inspected by Ward 5, they will cut a check for 50% of the cost up to \$15,000. No action needed.
 - c. Wetlands Update: Trillium Project Director Kevin Rische sent an update on the Wetlands Management Project that they would be on site for several days in early June 2020, starting with Areas 1 and 3, and moving on from there. With 2 crews on site, please let ACM know if there is anything that needs special attention. The weather has been very wet for this time of year not allowing Trillium to use the herbicides safely, so it's been a challenge so far. The erosion is slightly worse at this point than it was when Trillium started in 2019. The erosion repairs will be done hopefully when and if we get a grant from the state. The cost to set grades (with instruments), regrade, add soils, replanting native vegetation is expensive. Truthfully, it is not high on the list of expenses versus return for the HOA's dollars. Trillium's restoration repair plan is based on importance and cost. Trillium's timeline is on schedule, if they serviced the site 2 weeks ago, some of the invasive plants were not visible and they would have missed the needed weed control, that would be done now. At this point they are playing catch up too many years of neglect. They are killing off the most aggressive weeds and trees to prevent them from spreading and growing more. Trillium sent an update on the current and future applications for State of Illinois Grants for 2020 and beyond for possible monetary help with the costs of maintaining Wetland areas. No action needed.

- d. 2020 HOA Board Meeting Dates: As a reminder, the dates for quarterly 2020 HOA Board meetings have been set - 02/19/20, 05/27/20, 08/26/20 (Postponed), 09/16/20 (Annual with HOA Board election), and 11/18/20. ACM to schedule meeting for each date. No action needed.
- e. ARC forms - Kelly H is sending these to Steve F in an expedient manner, and at times prior to obtaining all necessary documentation from homeowners. ACM performs a community "drive through" at the end of each month to look for anything that may be outside the community rules and regulations. A compliance report is then sent to the board for that month. No action needed.

VIII. New Business:

- a. Fines and Inspections: During this time of the Coronavirus COVID-19, the HOA Board has elected to not send out any violations/fines; therefore, they have been suspended for 6 months. ACM will continue to send out letters, as Level 1 (First Time Offense), which will still result in violations/fines. These violations/fines will be processed again after 6 months. The HOA Board inquired about whether there is a better way to track the progress of the violations/fines given by ACM to the VRC homeowners? (For example, is there a way to keep track of what infraction has been previously sent out, status of the infraction, and/or resolution of such infraction?) Should the current compliance report be updated each month to show the progress (or status) of all violations/fines that the HOA Board approves and doesn't approve? There is a line item on the compliance report that states which letter template will be used, and from that you could see how many notices a person has received, but a tracking spreadsheet would be far more convenient. No action needed.
- b. Meetings Going Forward/Online Voting: ACM has received 2 legal opinions regarding the Coronavirus COVID-19 relative to getting some type of resolution concerning Electronic Communications and Contact Information, Electronic Voting, and Online Meetings. Applicable rules have been forwarded to the HOA Board from another ACM HOA's attorney. ACM can also discuss having a lock box put somewhere in the VRC if in-person voting is considered. Todd G motioned the need for a future meeting to decide on how to tackle these items moving forward. Joanna W seconded motion. All in favor. Motion passed.

IX. Executive Session:

- a. Account #38877 Late Fee Removal Request
The homeowner was setting up online payments (recurring). ACM explained that if the homeowner wanted to do that, they would have to pay off the current assessment (from 2019) and then they could start the 2020 assessment going forward, so that they would be paid up for the next assessment.
- b. Account #38907 Late Fee Removal Request
The homeowner did not say why the payment was late, and they do not have a history of late payments and are current on their annual assessments.

X. Reconvene to Regular Meeting:

- XI. Adjournment. Motion to adjourn by Steve F at 9:00pm, and Todd G seconded. All agreed. Meeting adjourned at 9:01pm.