

**CENTENNIAL CROSSING HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING – May 9, 2016**

Pursuant to the By-Laws, a meeting of the Centennial Crossing Homeowners Association Board of Directors was held on May 9, 2016. Eric Patt called the meeting to order at 7:19 p.m. at the Larry Laschen Community Center. It was noted a quorum was achieved.

**BOARD MEMBERS PRESENT:** Eric Patt - President  
Julie Knier - Director  
Trayton Jay – Director  
Matt Dubin – Director

Treasurer, Tim Zurow arrived at 7:30 P.M. All Board members were present at that time.

**APPROVAL OF MEETING MINUTES**

The meeting minutes from the March 29, 2016 meeting were reviewed by the Board of Directors.

**Motion:** Upon a motion made by Julie Knier, seconded by Trayton Jay and carried, the minutes of the March 29, 2016 Board of Director’s Meeting were approved, pending one correction of the motion made to approve the November 2015 meeting minutes. Tim Zurow was not present at the time of this vote.

**PRESIDENT’S REPORT**

Eric Patt provided the President’s Report, noting that all items would be covered by the agenda.

**REPORT OF THE ARCHITECTURAL REVIEW COMMITTEE**

Matt Dubin presented the report of the Architectural Review Committee.

Matt Dubin advised that five architectural applications had been reviewed during the period of March 29, 2016 to May 8, 2016. He noted that all driveway approval letters stated that alley improvements are soon expected, and that this project might affect existing driveways. The following summarizes the applications that were received:

- 374 Marseilles – Submitted 3/28/2016 for driveway replacement.
- 332 Ranney – Submitted 3/29/2016 for driveway replacement.
- 310 Marseilles – Submitted 3/29/2016 for driveway replacement.
- 210 Ranney – Submitted 4/12/2016 for driveway replacement and extension of width by three feet.
- 562 Central Park – Submitted 4/16/2016 for fence replacement. Wood material would be used.

**Motion:** Upon a motion made by Trayton Jay, seconded by Matt Dubin and unanimously carried, the approval of the five architectural applications was ratified.

Matt noted that additional stone pillars are in the process of being repaired by the Park District.

Mat noted that an inspection of the brick walkway was completed. He found 76 bricks that need repair or replacement, and stated that he has requested estimates from Architerra and AGS Landscaping. He will request an estimate from a third company. There was a brief discussion whether full replacement, be it brick or another material, would be more cost effective. Matt noted that the number of bricks that

need repair likely constitutes less than 10%. It was decided that seeking repair estimates is the best course of action at this time.

### **REPORT OF THE LANDSCAPE COMMITTEE**

Committee Chair Julie Knier presented the Landscape Committee report.

Julie noted that alley improvements would be covered in greater detail under new business. Eric brought up the expiration of the current landscape and snow removal contracts. He noted that there is strong support for the current contractor, Architerra, and suggested that they be contacted for potential renewal. There was also a discussion of the trees along Route 45. Eric suggested that the Village be contacted, in order to find out whether the Village would be willing to contact IDOT regarding the trees located outside of Centennial Crossing property.

### **REPORT OF THE COMMUNICATIONS COMMITTEE**

Committee Chair Trayton Jay presented the report. Trayton stated that late email notification may be the reason why there has been little interest in the community yard sale. He noted that it might be best to delay the yard sale if interest fails to increase.

### **TREASURER'S REPORT**

Tim Zurow presented the Treasurer's Report. April financials were in the process of being compiled. Tim provided the month end numbers for March. Balances were as follows:

CAB Account: \$54,301.25  
Edward Jones: \$109,974.81  
Accounts Receivable: \$706.82  
Prepaid Assessments: \$15,968.06

Tim noted that multiple letters had been sent to two delinquent owners. A discussion followed regarding the legal process of collecting delinquent assessments.

A 2015 year-end expense summary was provided. Tim noted that actual expenses for nearly all budget line items were lower than budgeted for in 2015. He noted that there was an overall surplus of \$25,928.00, primarily as a result of no landscape improvements or alley seal coating having been done.

There was a discussion regarding 2016 expenses, specifically whether the Association can be conservative in spending where possible, so that funds can be available for the alley improvement project. It was noted that the Association will need to pay for EAB treatments of Ash trees, along with the possibility that other tree work may be needed.

**Motion:** Upon a motion made by Julie Kneir, seconded by Trayton Jay and unanimously carried by vote, the financial report was approved.

### **OLD BUSINESS**

There was no old business to report at this time.

### **NEW BUSINESS**

The alley improvement project was introduced.

Eric inquired whether any Board members had specific reason to approve a contractor other than Rabine paving, which came in at the lowest price. The Board reviewed estimates provided by Rabine, Rapco and Pavement Management. There was a brief discussion regarding varying specifications in the three

estimates. It was noted that there were differences in depth specifications, square foot specifications and alley widening specifications. It was also noted that there was a difference in price between the original Pavement Management estimate and the estimate most recently submitted by Pavement Management. It was thought that the original estimate may have included repairs to the first three feet of all driveways. It was determined that continued review of the estimates would be completed in advance of the next meeting, and that an addendum be attached to any approved contract, specifying that all alleys included on the map are covered under the agreement. Tim expressed a minor concern with Rabine, in regard to a project they had completed at a different site, but thought it would not deter his approval.

Eric inquired whether any Board members favored a contractor other than Rabine. The Village's recommendation of Pavement Management was discussed, and prevailing wage requirements were discussed as related to this matter. No preferences were indicated by Board members at this time.

Discussion of varying specifications continued. It was noted that none of the contractors would make repairs to landscape. Tim and Trayton said that landscape repairs should be done very soon after the asphalt work, because it will limit the amount of water that gets under the new asphalt. Additionally, the Board noted that Rapco would complete work in as many as nine mobilizations. Julie also noted that the contractors to whom she had spoken did not believe there were any large problems with the culverts.

There was discussion regarding a special assessment for this project. The Board anticipated that approximately \$1,000.00 will need to be collected from each member household in the Association. The Board discussed the importance of retaining reserves following the alley improvement project. It was decided that a 3-5 year projection should accompany notice of the special assessment, should one be approved. Additionally, the Board would indicate anticipated capital projects with this notice.

Eric said that assuming the scope is the same with each of the three contractors, Rabine would be the most appealing contractor. Julie indicated that she may need to meet with Rabine to go over specifications.

Eric requested that widening of the alleys be discussed. It was noted that there are nine total alleys indicated on the map for re-surfacing, and eight total areas indicated for widening. There was discussion of alternatives to widening. Tim introduced the possibility of buried boulders along the side of the road, specifically in areas where the road is narrow. Adding plantings in certain areas was also discussed. Trayton noted one area on the map where only one vehicle can pass at a given time. Difficulty of garbage trucks in these narrow areas was also discussed. Tim said he would try to get photos of properties where boulders have been used in this manner, and Julie said that she may get pricing for alternatives. Tim suggested that the Board discuss alternatives with owners at the expected June special meeting.

Discussion was introduced regarding communications between the Board of Directors and homeowners in advance of a potential June special meeting. In the meeting announcement, the Board agreed to indicate that the project minimum is expected to be between \$165,000 and \$180,000. The owners would be informed that the chosen contractor might be able to be hired by individual owners for driveway replacement. The owners would be informed that delay of this project could result in higher costs.

There was discussion of scheduling a special meeting for the purposes of instituting a special assessment and potentially choosing a contractor for the alley improvement project. This meeting is tentatively scheduled for June 1, 2016. For this meeting, a room would need to be secured, notice would need to be sent by email and mail, Julie would seek alternative estimates to widening alleys, Julie would find out if the Village Engineer would be able to attend, and updated financials would be needed.

Julie noted that Pavement Management would need reimbursement for items that were purchased, should a contractor other than them be approved. The Board agreed.

**HOME OWNER FORUM**

No homeowners were present.

**ADJOURNMENT**

**Motion:** Upon motion duly made by Matt Dubin, seconded by Trayton Jay and unanimously carried, the meeting adjourned at 8:50 P.M.

Meeting Minutes submitted by:  
Jim Schaffnit