

Advisory Board Meeting Minutes

Green Valley Estates Trust

April 29, 2026

Location: Keystone PAM Office 875 Berkshire Blvd Suite 102, Wyomissing, Pa - tonight's meeting was through ZOOM Video conferencing.

Keystone Commercial Attendees: Kress Schwartz; Danielle Denis

Advisory Board Attendees: Chris Taylor, Sal Sottosanti, Michael Schmidt, Steve Wagner, Peter Champagne, Jeff Orner, David Hinkle, Jeff Bryan, James Testerman and Jon Schlotzhauer.

Absentee Board Members: Marie Beougher. Members that did not attend were emailed the agenda and other handouts.

Items discussed:

1. Cash Balance – as of March 31, 2026, the cash balance is \$246,134.55.

2. Maintenance Fee 2026.

- Fees are \$200 per year; \$175 at the discount rate; \$225 if late.
- We billed \$120,000 at the \$200 rate and we received a large response during the discount period. We have collected \$94,650.00 to date for 2026 fees as of April 27th, 2026. Most of the payments we received were at the discount rate.
- There are approximately 63 homeowners that have not paid their 2026 fees as of April 27th, 2026. Notices will go out again in May to homeowners who have not paid, letting them know that a late fee will be added as of June 1st if not paid by May 31st. We will be adding the late fee of \$25 to the invoices for unpaid dues, starting June 1st. We will send out final notices in November, whatever we don't collect will be taken to the DJ for processing.

3. Prior Year Maintenance Fees.

- There is \$5,142 in outstanding prior year fees to be collected; 10 homeowners still need to pay the prior year fees. All homeowners who have not paid for 2025 had Civil Complaints filed with the District Justice. Once a judgement is filed with the DJ, these homeowners will have a lien placed on their property.

4. Real Estate Taxes have been received and paid in full for County for the year 2026 at the discount rate. Real Estate Taxes paid in April were \$448. Once the School District taxes are received later this year, they will be paid at the discount rate as well.

5. Projects to be proposed/completed for 2026:

- Disc Golf – Presentation made by Jeff Orner and Mike Dunkel. (see attached)
 - Stake out where Tee Boxes and Posts will be so that everyone knows where the proposed course would be
 - Sal suggested that the baskets be delivered to his shop; he'll assist with placement, clearing out areas, etc. Holes would need to be made for the posts; Sal would assist with this as well. 5-6 overgrown bushes to be cut back or removed.
 - Framing, leveling, dig out stone, cement placement
 - Homeowners would supply their own discs
 - Disc Golf Course doesn't require a lot of maintenance
 - Determine whether we would want the concrete pads or just use the grass. Concern with the grass as it will become worn and muddy. Concrete pads are the better option in the long run. Majority agreed to the concrete pad
 - Install a practice basket, signs for rules, etc.
 - Sponsorships with a sign or a band on the post. Horst Signs could provide. See samples of sponsorship signs attached.
 - Baskets get locked down on the sleeve and secured. Galvanized posts
 - Liability Insurance
 - Possibility of a Saturday morning clinic
 - Board approved of this project.
 - Next step is to take this to the Trust for approval in order to move forward. Danielle to present to the Trust for consideration. Jeff Orner volunteered to help present to the Trust, if needed.
- Repairs of the playground equipment at Pacific Ave are needed; Steppingstones are damaged and beyond repair. Cracked and weathered last fall. Is there availability for replacement parts? Dave Hinkle to research. Safety Hazard, remove.



- Addition of heavy-duty trash cans at Hill Terrace and Pacific Ave. Concrete pads would need to be added. Pricing obtained for heavy-duty trash cans; powder coated steel; 119 lbs.; lockable lid; weather, water, and corrosion resistance. Price between \$500 - \$675 per container. Board voted to just add more toters (96 gal. containers) to the property. Another at the soccer field on Pacific and one at the Hill Terrace playground.

Industrial & Scientific > Industrial & Scientific Supplies > Waste Recycling & Litters > Trash Cans



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13528

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3+



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Ask Rufus

- Repair/replacement of the fence by the basketball court off Green Valley Road. Estimates attached for wood shadowbox fencing like what is currently there. Pricing for repair and full replacement. First picture was of late March when one section fell due to heavy winds. Other pictures are from two weeks ago; another piece is ready to fall. Recommendation is to replace the fence in its entirety along Green Valley Rd. Several options were discussed; gate; no gate; black aluminum; chain link; powder coated chain link fence; height, etc. Bids are being obtained for 6' black chain link fence with NO gate.
 - Bids obtained – Promax - \$6,012; AKA Fence - \$6,333 for the black chain link fence.



○



- Landscaping Projects proposed by Sal, late 2025. Level stump grinding and removal of any boulders or hazards from brush cutting area (\$3,800); New rip rock installed – summer of 2026 – (\$2,800); annual vegetation spraying in late summer 2026 (\$2,500) – all already included in the 2026 budget.
- Several Sinkholes needing repair – Sal to address in the next few weeks

- Tree Damage – portion of tree needs to be removed. Tree limb is rotten. Located on the Pacific Ave walking path.

6. There is no representation of the following phases:

2

9A

10

10. Next Board Meeting to be scheduled for mid – late October – early November 2026



Ph: 610.685.4300 | Corporate Address: 2621 Centre Ave., Reading, PA 19605 | estimating@promaxfence.com | ProMaxFence.com

Account Name	Keystone Property & Asset Mgmt	Created Date	5/5/2026
Billing Address	875 Berkshire Blvd Suite 102 Wyomissing, Pennsylvania 19610 United States	Quote Number	00003837
Prepared By	Josh Hay	Job Name	Green Valley Road Playground
Email	joshh@promaxfence.com	Job Site Address	191 Green Valley Road Reading, Pennsylvania 19608 United States

We respectfully submit our quotation for the following:

Line Item Name	Description	Line Item Price
Chain Link	Furnish and install 128 lineal feet of 6-foot-tall black chain link fence -Includes top rail and bottom tension wire **Includes demo and disposal of the existing wood fence**	\$6,012.00
Replace Damaged Sections	Furnish and install approximately 16 lineal feet of fence to replace sections that fell over -Includes three (3) new pressure-treated wood 4" square posts -Includes two new sections to match the existing fence	\$2,488.00
Replace Whole Fence	Furnish and install 128 lineal feet of 6'H wood shadowbox style privacy fence -Includes 4" square posts -Includes shadowbox style fence sections with 6" dog ear pickets and 2x4 rails -Includes one 52" wide gate opening with padlockable hardware. -All wood to be pressure-treated	\$8,645.00

Notes -Includes demo and disposal of existing

In an effort to minimize price increases due to market volatility Pro Max Fence will require the following
 - Maximum 2 week turnaround on submittals from date they are received by contractor
 - Pro Max will be permitted to invoice for stored material

Payment Schedule: Net 30 Days

Proposal Grand Total _____

Note: Due to the current volatility of certain materials this proposal may be withdrawn after 14 days and may be subject to escalation costs.

Authorized Signature: _____
Pro Max Fence Systems, LLC.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above or account will be subject to late fees at 18% per annum.

Acceptance Date: _____

Authorized Signature: _____
(Customer)

Permits: Customer assumes full responsibility for obtaining any permits or legal permission for construction of fence. Property lines: Customer assumes full responsibility for marking any existing underground wires, pipes, and cables. Customer is also responsible for property locating and marking any property lines or boundaries which may be involved in construction of fence. Guarantee: Pro Max Fence Systems, LLC backs its workmanship and fully guarantees it for a period of one year. This guarantee is subject to exception in cases of

Danielle Denis

From: Tom Auchenbach <tom@akafence.net>
Sent: Tuesday, May 5, 2026 11:06 AM
To: Danielle Denis
Subject: RE: Wind Damage

Daniel,

I spoke to Sal regarding replacing the wood fence along Green Valley rd. He wanted pricing on a 6' tall all black chain link fence with no gates. My price to remove and haul approx. 131' of wood fence only along green valley rd and replace with 6'tall all black chain link would be **\$6,333.00**. All posts set in concrete footers. Includes top rail and bottom coil wire. There are some trees growing into the old fence that will need to be removed as well. Let me know you received this and call with any questions.

Thanks,



CO-OWNER
TOM AUCHENBACH

AKA The Fence Company
O: 610-693-5121
P: 484-824-5912
tom@akafence.net
162 South Freeman Street,
Robesonia, Pennsylvania 19551
Akafence.net



“The bitterness of poor quality remains long after the sweetness of low price is forgotten”

We LOVE reviews! Let us know how we did by copying hibu.us/BJ8Y into your browser's search bar- thanks for your input!



From: Danielle Denis <ddenis@keystonepam.com>
Sent: Thursday, March 19, 2026 10:37 AM

Danielle Denis

From: Tom Auchenbach <tom@akafence.net>
Sent: Friday, March 20, 2026 7:55 AM
To: Danielle Denis
Subject: RE: Wind Damage

Danielle,

Here is my pricing for the option to repair the broken posts and an option to replace the entire fence line along Green Valley road.

Option 1). Replace 3 broken 4" p.t. posts with new set in concrete footers. Reattach existing sections to new posts. Rescrew some other loose sections.

Total: \$980.00

Option 2.) Remove and haul approx. 125' of 6' tall shadow box fence along Green valley rd and replace with all new shadowbox. Install all new posts and shadowbox fence sections including 1-53" wide walk gate. All posts set in concrete footers. **Total: \$9,554.00**

Let me know if you have any questions. If this is something the HOA wants done I'll get you a formal proposal. Have a great weekend

Thanks



CO-OWNER
TOM AUCHENBACH

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Disc Golf Presentation

Presented by Jeff Orner

Last autumn, several residents and I were discussing ways to add value to our community by utilizing the common areas. One promising idea that emerged was establishing a disc golf course. Given the sport's growing popularity, affordable design costs, and accessibility, I decided to explore the possibility further.

After speaking with Danielle, I was encouraged to move forward and develop a proposal for the group's consideration this spring. To that end, a resident collaborated with a professional course designer to create a layout for a 9-hole course and provide a preliminary cost estimate.

The initial plan is for the course to be available exclusively to Green Valley Estates owners and their guests. In the future, we could expand access by listing the course publicly and offering annual passes.

Attached, you'll find the proposed layout. The design carefully avoids existing venues such as soccer fields and basketball courts, as well as privately owned property. Additionally, the course offers clear visibility to walking trails, ensuring that it won't interfere with walkers and providing both a challenging and enjoyable experience.

The estimated total cost for the project is under \$10,000, with detailed cost analysis included.

Regarding sponsorship, communities with disc golf courses often succeed in securing sponsors to cover 50% to 100% of installation costs. So far, three sponsors have shown interest. Sample hole and sponsor signs are attached for your review. If the project is approved, our group will actively pursue sponsorships to offset as much of the expense as possible. There is also potential to attract a primary course sponsor, along with additional supporters.

Vandalism is a primary concern. To help offset the risk, each hole will feature a steel basket anchored in 160 lbs. of concrete, along with a concrete tee box. The baskets are designed to be robust and secure with a pad lock base. The tee signs are planned to be securely mounted on posts set in concrete, ensuring stability and durability throughout the course. Various sign options are available, ranging in price from \$40 to \$200; we will likely opt for the more economical choice.

This project also presents an opportunity to install trail cameras. Deploying three to four cameras should provide sufficient coverage for both the course and a significant portion of the common areas.

If the proposal is accepted, the course designer will mark the layout with flags so interested parties can walk the course. We can also arrange a group walkthrough to gather feedback and make any necessary adjustments. The designer will oversee the project from layout to completion.

In summary, this is a straightforward, budget-friendly initiative that would add a new recreational feature to Green Valley Estates. Additionally, we've discussed holding weekend clinics to engage both children and adults, which may also help address concerns about vandalism.



This Hole
Sponsored By:



6

333 ft.
Par 3

Island hole. Disc
must land on the
island. If not, go to
drop zone plus 1
stroke.



The
WENGER
Foundation

DISC GOLF COURSE AT LAKESIDE PARK

Sign Design Provided By:



DOUBLE HELIX DISC SPORTS