

## Advisory Board Meeting Minutes

### Green Valley Estates Trust

April 30, 2025

**Location:** Keystone PAM Office 875 Berkshire Blvd Suite 102, Wyomissing, Pa - tonight's meeting was through ZOOM Video conferencing due to the current COVID-19 situation.

**Keystone Commercial Attendees:** Kress Schwartz; Danielle Denis

**Advisory Board Attendees:** Rita Jolls, Jeff Bryan, Peter Champagne, James Testerman Jeff Orner, David Hinkle, Jon Schlotzhauer, and Marie Beougher.

**Absentee Board Members:** Chris Taylor, Sal Sottosanti, Michael Schmidt, and Steve Wagner. Members that did not attend were emailed the agenda and other handouts.

#### **Items discussed:**

1. Cash Balance – as of March 31, 2025, the cash balance is \$293,715.
2. Maintenance Fee 2025.
  - Fees were slightly decreased in 2025. Fees are now \$200 per year; \$175 at the discount rate.
  - We billed \$120,000 at the \$200 rate and we received a large response during the discount period. We have collected \$109,200 to date for 2025 fees as of April 30<sup>th</sup>.
  - There are approximately 67 homeowners as of April 30<sup>th</sup> that have not paid their 2025 dues. We did send out statements at the beginning of April and we are continuing to receive payments.
  - May 1<sup>st</sup> reminder notices will go out to all homeowners that have not paid their dues for 2025, late fees will be added, June 1.
  - Homeowners who have not paid their dues by October 1<sup>st</sup> will be taken to the DJ for collection.
3. Prior Year Maintenance Fees.
  - There is \$2,204.64 in outstanding prior year fees to be collected; 4 homeowners still need to pay the prior year fees. One Homeowner is on a payment plan. Any complaints that were filed that have not been collected through 2024 have been filed with the Prothonotary's Office. These homeowners have a lien placed on their property.
4. County Real Estate Taxes have been received and paid in full for the 2025 year. Taxes for the County were paid during the discount period at \$635

5. Projects for 2024:

- Placement of cement benches. Need a volunteer to mark the areas where the benches should be placed and Sal will have his team put them out. UPDATE: David Hinkle volunteered to work with Sal to get these benches placed. Sal to put out the benches in late June.

6. Jon Schlotzhauer has joined the board, representing Phase 11. Rita Jolls filled in for John Jolls at this meeting.

7. There is no representation of the following phases:

2

9A

10

Danielle will send out an email to homeowners in those phases looking for volunteers to serve on the Board.

8. Replacement of equipment at the Grandè Blvd Playground

- High swings dangerous for toddlers
- Add equipment for disabled children, swing for older children and adults with disabilities.
- Equipment for toddlers.
- David Hinkle volunteered to assist with planning/ideas. Board members should get together and decide what needs to be replaced and come up with a plan of attack. Danielle will send David information that she has regarding playground equipment.

9. Other items discussed:

- Park hours – signs missing at Pacific. Replace missing signage “Dawn to Dusk”. Post on website as well as sending out an email.
- Picnic tables at Pacific Ave. continue to be stacked; dangerous. Keystone Staff will be moving picnic tables to other playgrounds throughout the development within the next month. Option of bolting picnic tables together with a locking bolt. One table leg bent; dispose of if not able to straighten.
- Spring Cleanup – continues to be an issue with homeowners putting clippings, branches, cuttings, etc. out for the trash hauler to pick up. Suggestions were made for having a Spring Cleanup dumpster placed throughout the Development for homeowners to place their yard waste for a 2-week period. Should be discussed with the Township. Other options are available as well. Recycling site shared with South Heidelberg Township; \$20 fee the first year; \$10 after that. Homeowners receive a card to access site to dump yard waste. Danielle will add

a link on the development website for information regarding the Township waste disposal site.

- Seal Coating the walking path. Path is 5 years old; should be sealed and cracked filled. It was mentioned that there is a rebar spike sticking up at the North Carolina entrance as well as grass growing through the cracks. Danielle to get bids to do this work.
- Creek area that PPL mows; nice area to walk. Needs to be cleaned up; trees laying around; dead shrubs; could landscaper clean it up more?
- Chairs under Connecticut Ave bridge
- Security for the common areas; specifically Pacific Ave. Cops drive through the development; walking path? Hire part-time security to monitor. More solar lighting. Solar cameras

10. Next Board Meeting to be scheduled for mid – late October 2025.

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