

Advisory Board Meeting Minutes

Green Valley Estates Trust

November 5, 2025

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, and Jon Schlotzhauer.

Absentee Board Members: Jeff Bryan, James Testerman, and Marie Beougher. Members that did not attend were emailed the agenda and other handouts.

Items discussed:

1. Cash Balance -- as of October 31, 2025, the cash balance is \$246,134.55.
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 \$116,175 to date for 2025 fees as of October 31st.
 - There are approximately 18 homeowners as of October 31st that have not paid their 2025 dues. 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 \$2,430 in outstanding prior year fees to be collected; 4 homeowners still need to pay the prior year fees. Any complaints that were filed that have not been collected through 2025 have been filed with the Prothonotary's Office. These homeowners have a lien placed on their property.
4. Real Estate Taxes have been received and paid in full for the year 2025 at the discount rate. Total taxes paid for 2025 are \$1,147
5. Projects completed in 2025:
 - Placement of cement benches. Thank you, Sal and David, for coordinating this project. Sal is gluing down the seats with Liquid Nails since we've had an issue with the benches being taken apart.
 - Seal coating and crack filling of the walkway

- Replacement of the basketball rim at the Grande Blvd. playground. If this happens again, replace it with a spring-loaded rim. Sal offered his services to help install the rim next time.
- Signage replaced at the Pacific Ave playground
- Brush hogging of the walking path completed; brush piles and logs are in the process of being removed by Sal's team; cleaning out of sediment collected at 2 exit inlets and prep area for new Rip Rock stone, to be completed in the Fall of 2025. Stump grinding also will take place within the brush cutting areas in the Fall of 2025.

6. There is no representation of the following phases:

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

7. Replacement of equipment at the Grande 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.
- Website for playground equipment:
 - www.americanparkscompany.com
 - www.playworld.com

8. Budget 2026:

- Keep fees at \$200 – approved
- \$175 – discount – Dec 1 – Feb 28th
- \$200 – Flat rate – March 1 – May 31st
- \$225 – late – June 1st – December 31st –

9. Other items discussed:

- 2026 Landscaping Projects (in budget)
 - Level stump grinding and remove any boulders or hazards from brush cutting areas - \$3,800
 - New Rip Rock installed – Summer 2026 - \$2,800
 - Brush Hog – 2 times a year – late spring and early fall

- Potentially level out grinding and uneven terrain. Once grounded add Crown Vetch seeds that will help keep vegetation at bay along the 8-foot mowing band.
 - All Green to do annual vegetation spraying late summer 2026
 - All Green to post signage prior to spraying areas
- Spring Cleanup – continues to be an issue with homeowners putting clippings, branches, cuttings, etc. out for the trash hauler to pick up. 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. Note will be added to the 2026 fee letter
- Old Cement Bench Replacement (cement and wood) – wood deteriorated and broken. Bids obtained to replace with composite - \$7,356 vs replacing with pressure treated lumber - \$3,800
 - Board voted to purchase 2 more cement benches like what we already have.
 - Old benches to be removed and placed on a pallet within the wooded area to be used later
 - Potentially in the spring to take two of the old benches and create one new bench with composite material using one of the old cement supports as the new center support. Tabled till Spring. This could also be an Eagle Scout project.
- Zoning Board Hearing Notice – 130 Connecticut Ave.
 - Homeowners are seeking a variance from the zoning board to expand his 2 car garage into a 3-car garage
 - Sal is going to the meeting to represent the owner.
 - Danielle to give Sal a copy of the Architectural Review Application to have the owner fill out for the Trust as well.
 - If the Township approves it, the Trust will approve it.
 - If any homeowners have an issue with the potential variance they would need to go to the Township Meeting.
- White Truck parked on Pacific Ave. parking lot
 - This homeowner uses the lot as his personal parking area
 - Lot is not for this purpose; lot is for homeowners coming to use the path and playground areas.
 - Signage stating no overnight parking is already there
 - Letter needs to go out to the homeowner that this lot is not for overnight parking.
 - Contract with a towing company to come out after 9:30; any car parked on the lot after 9:30 pm will be towed.
 - New signage stating, “No parking after 9:30 pm; vehicles to be towed by....” listing the towing company’s name and number.

- Danielle will be adding a notice to the website regarding this as well as putting a note in the fee letter for 2026.
- Issue with basketball nets being in the streets, as well as trees and bushes overhanging the sidewalks. All these items are a codes issue. A call to the Lower Heidelberg Codes department to ask them to do a drive through the neighborhood to address these issues.

~ 10. Next Board Meeting to be scheduled for mid – late April 2026