

JANUARY 14, 2015 VILLAGE OF GREEN TRAILS MINUTES

Meeting called to order by David Kaplan at 7:30 on Jan. 14, 2015 at Chesterfield City Hall

Type of Meeting: Monthly meeting of the Village of Green Trails Park Board Trustees. This was a closed working meeting.

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, and Darla Gault

Guest: Martin Daesch, Attorney at Sandberg, Phoenix and Von Gontard

SUMMARY OF DISCUSSION: The Board interviewed Mr. Daesch who is an attorney specializing in HOA law, to determine if we wish to hire him to represent the Board in making amendments, rewriting indentures, and other legal matters. Mr. Daesch's qualifications, the Village of Green Trails, and the process and costs to rewrite the Indentures were discussed.

ACTION:

The Board voted unanimously to hire Mr. Daesch. The Board would like to have a legal opinion on the following issues.

1. What should the assessment amount be?
2. What should we do with the assessments collected for 2014?
3. Appropriations
4. Can we have a mail in vote instead of requiring a vote in person?

ACTION:

Nov. and Dec. Minutes were approved.

The Board decided not to approve a bill from Terrill #2014-356 for \$970.00 for some rock work. David and Harvey are not satisfied that this project is complete at this time. David will contact MSD because the situation poses a danger to people walking in the common ground.

Changes to be made to our website include posting that Emil, Frank, and Sandy are no longer Trustees and have resigned.

Harvey nominated Scott Clayman and Margaret Bour to be appointed to the Board. The Board voted to approve the appointments. Scott's and Margaret's names will be added to the website as Trustees.

Meeting adjourned: 9:45

FEBRUARY 11, 2015 VILLAGE OF GREEN TRAILS MINUTES

Meeting called to order by David Kaplan at 7:30 on Feb. 11, 2015 at Chesterfield City Hall

Type of Meeting: Monthly meeting of the Village of Green Trails Park Board Trustees. This was a closed working meeting.

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Darla Gault, Scott Clayman, and Margaret Bour

Guests: Martin L. Daesch, Attorney, Sandberg, Phoenix & Von Gontard

SUMMARY OF DISCUSSION:

Martin Daesch of Sandberg, Phoenix & Von Gontard was in attendance to discuss the Village of Green Trails Indentures, the process for revising the outdated Indentures, election requirements, and VGT assessments.

SUMMARY OF DISCUSSION: Financials

Darla expressed concerns about the Jan. 2015 balance sheet. She said that the amount of the retained earnings (\$111,299.89) had remained the same since 2013.

ACTION: Darla will investigate this.

SUMMARY OF DISCUSSION AND ACTIONS: Grounds Maintenance and Misc.

Terrill finished grading and seeding the Diplomat Field. The bill of \$970.00 was approved for payment.

In Dec. there was an auto accident that damaged VGT grounds. Terrill's bid to repair the damage is \$1440.00. Village of Green Trails was reimbursed that amount by the insurance company of the person who caused the damage. The landscape company will be paid after the repairs are completed.

A dangerous large broken dangling tree was removed in the Park off Bramblewood for \$155.00. The bill from Terrill will be paid.

There is a section of common ground on the North Field by the thicket line that is unstable and visibly sinking. Responsibility and costs for repairs need to be determined.

We also need to meet with Zac Terrill in March to obtain bids for any extra or new projects.

SUMMARY OF DISCUSSION: Eagle Scout Path Restoration Project

Margaret Bour is the liaison for the Eagle Scout project. Margaret spoke with the Scout and submitted a project report to the Trustees on Feb. 5, and the Board unanimously approved the Eagle Scout project on Feb. 6, 2015. Trustees Harvey, Margaret, Scott and David met with the Scout at the project site on Feb. 8 following the grounds inspection, to walk the area and to discuss the project. The Scout was given the agreement and waiver documents that will require signatures of all volunteers and their legal guardians if under age. The project will be started within three weeks and needs to be completed before May 5. The Project Report is attached.

NEW BUSINESS

Suggestions to consider for our website in the future include the following:

- Post pictures and information out about the Emerald Ash Borer, the insect that is threatening ash trees.

- Invite residents to submit pictures of the Parklands for posting on the website.

SUMMARY OF DISCUSSION: Cleanup of Non-Biodegradable Wastes in the Common Grounds

Trustees want to clean up the hazardous and unsightly non-biodegradable trash in the Green Trails Park; rusty metals, discarded sewer pipes, asphalt barrels, utility cable and equipment, abandoned lawn equipment and furniture, abandoned grills and pool equipment, dumbbell weights, construction materials and glass, plastic and metal wastes, appliance parts, etc., including some trash that can leach harmful contaminants into the environment.

M. Bour submitted a proposal and project plan (attached). Republic Services was contacted to find out how they can assist with the cleanup. RS and other resources were discussed. Suggestions included help from Scout organizations and residents, and hiring a cleanup crew.

Further planning and safety concerns will determine timing, costs and resources.

ACTION: Estimate hours and get bids for work. Schedule 2-3 cleanup events per year.

xSUMMARY OF DISCUSSION: City and Village vs CMA

ACTION:

David suggested we get more information about Community Managers Association (CMA) because there could be a cost savings. Scott volunteered to go to CMA to speak with them about their services. It was recommended by Darla that we have an attorney look over any agreement we make with them.

Meeting adjourned at 9:30pm.

February 5, 2015

VILLAGE OF GREEN TRAILS, EAGLE SCOUT PROJECT REPORT

From: Margaret Bour, Village of Green Trails Park Board

To: Park Board of Trustees

Project: **EAGLE SCOUT PATH RESTORTION PROJECT**

Contact: Stephen He, 392 Dungate Drive, Chesterfield, Mo. 63017 stephenlhe@gmail.com

Stephen He is 17. His Eagle Scout project must be completed prior to his 18th birthday on May 5th. Stephen's Eagle Scout Service Project is the opportunity for him to demonstrate leadership while performing the project for the benefit of the community.

Path Restoration Project

The existing path will be restored. Some growth will be trimmed from the path, clippings and litter will be removed, and the path will be covered with wood mulch. Stephen measured the path area to determine the amount of mulch needed. Width and length of the path will be reviewed again when we meet him on site Sunday, Feb. 8, 2015 at 1:15 pm. Estimated start date of the project is within the next two weeks, and he expects the project to take two weeks.

Volunteers at the site

Number of volunteers on the project: Approx. 15. Stephen will be the project manager and he will direct the other volunteers. Stephen He's parents will be on site. The Scout Master will check in on the project.

Equipment

Chain saws will not be required. Trimming and removal of branches will be done by clippers and handsaws. Spraying of plants with chemicals will not occur.

Mulch

Stephen plans for the mulch to be 3-4 inches deep, and he has arranged for several truckloads of mulch that will be donated and delivered by Parkway Schools at no cost. The mulch will be delivered through the school property and dumped near the woods line at the rear of Green Trails School, and it will be wheel barrowed onto the path.

No Vehicles on Village of Green Trails property

Mr. He has been advised that there are to be no vehicles/trucks on Village of Green Trails property to prevent damage to the lawn.

Disposal of Clippings

Clippings will be removed from Village of Green Trails property.

Other Conditions Agreed to

Campfires are not allowed on Village of Green Trails property.

No removal, hunting or harming wildlife in Village of Green Trails property.

Shooting, firearms, and all projectiles are illegal in Chesterfield and on VGT property.

Emergency Precautions

Stephen He's parents will be available during the project, and the Scout Master will be in contact.

The volunteers will have cell phones at the project site.

Additional Contact

Jonathan Cartner, Boy Scout District Director

The Project is Endorsed by Parkway Schools. Stephen's Green Trails School contact is Principal Dr. Rene Sommers. Parkway District Operations is donating mulch.

Costs to the Village of Green Trails: None

Insurance and Waivers

A Certificate of Liability from Boy Scouts of America was received 1/25/2015, but it will be reissued with updated information. The Village of Green Trails will require the Scouts (and all participants) and their legal guardians to sign waivers. We will provide copies of the Certificate of Liability and signed waivers to our insurance agent, Rick Pfeifer, Chas. W. DeWitt Insurance Agency.

ACTION REQUIRED:

- 1. Meet with Stephen He at the project site:** Sunday, Feb. 8, 2015, 1:15 pm. (Margaret, Harvey, Scott, David)
- 2. Supply waivers to the Scouts requiring signatures of participants and legal guardians.** (Margaret)
- 3. Send Letter with Written Permission with Proviso to Stephen** for the use of GT property, with the agreement that all participants on the project will adhere to Village of Green Trails' conditions, which will be outlined in writing. This will be done as soon as we approve the project with a vote. This needs to be accomplished in the next few days. (GT Park Board: Vote) (Documents for Stephen: Margaret)
- 4. Send copies of the Certificate of Liability and signed waivers to our insurance company;** R. Pfeifer at Chas. W. DeWitt Ins. Agency. (Margaret)

VILLAGE OF GREEN TRAILS ENVIRONMENTAL CLEANUP PROJECT

M. Bour, February 2015

GOAL: CLEAN UP NON-BIODEGRADABLE TRASH IN THE VILLAGE OF GREEN TRAILS PARK

Debris includes abandoned deteriorating and rusty lawn, mechanical, and construction materials, furniture, utility cables and parts, grills and pool equipment, lawn mowers, automotive parts, chemical containers, asphalt barrels, dumbbell weights, appliance parts, lawn furniture, swing sets, treated lumber, and large amounts of glass and plastic food, drink and chemical containers, and other wastes. The debris includes some items that can leach harmful toxins into the environment.

Hazardous Materials:

Include broken glass and cans, sharp and pointed objects, rusty metals, snaring objects including wire, cable and discarded pieces of chain link fence, materials that can trip or entrap, objects that can move or tumble on slopes of ravines, large heavy items that will have to be pulled out by vehicles, and materials that contain harmful components. Many common items such as mechanical, electrical, construction and demolition materials may contain toxins.

Toxins include PCBs (common in old electrical equipment), mercury, cadmium, asbestos (in many old construction materials) and lead. Toxins can be released into the environment in the form of fibers, dust and vapors when breakage, deterioration and leakage occurs. Toxins never leave the environment; they circulate between air, soil and water.

Common litter is also hazardous to pets and wildlife. Animals suffocate in plastic bags; get trapped inside cans and bottles; they are cut, choked, poisoned, and harmed by sharp objects, tin cans, shards of glass and metals; they get ensnared by wire, broken objects, and plastic six-pack bottle rings, and they can be harmed by toxic contaminants.

Far Reaching Impact

VGT creeks are part of the Creve Coeur watershed. They flow into Green Trails Lake and to Creve Coeur Lake, so the effects of pollution are far-reaching.

Cleanup Safety Concerns

Areas in the Park that necessitate cleanup are steep ravines and creeks with potentially dangerous conditions including slippery slopes, unstable earth, downed trees, rock, partially buried debris, ditches, sinkholes, creeks and water. Hauling up materials from those areas, handling large heavy items, and exposure to leaking chemicals, blades, rusty objects, and contaminants could be dangerous. Due to safety concerns we need to get bids from grounds crew to retrieve large materials and debris from ravines and creeks.

Community Involvement Options

The community should be encouraged to report dumping and areas that need attention, and assist in cleaning up safe areas. The benefit of community involvement would be increased awareness to prevent future damages and cleanup expenses. Scouts experienced in environmental cleanups might be able to assist.

Haul Away and Drop-Off Options – Republic Services

The Republic Services Area Supervisor will allow us to place items at curbs for pickup, and will allow our grounds crew to haul debris to the Republic Services waste station. Republic Services will take asphalt barrels, lawn mowers, metal, plastics, glass, BBQ grills, aluminum, utility cable, pool filter without sand, planters, etc. (Sand can be scooped out.) Will not take iron, dumbbell weights, iron furniture.

RS Residential Bulk Pick-Up Services: Per Republic Services, they will pick up two large items at no charge at homeowner locations when arrangements are made by Friday before Monday pickups. Chesterfield's contract calls for RS to charge for pickup of more than 2 bulk items, at \$10 per item, but the RS Area Supervisor agreed to work with us and take up to 10 items from residential locations at no charge. Homeowner or Trustee can schedule by Friday for Monday pickups. Greg, Area Supervisor: 314/568-8867 cell; said to call anytime to arrange pickups.

Drop-Off - Republic Services Landfill/waste station: 13570 St. Charles Rock Road, one mile N of Hwy 270 in Bridgeton. Cost: \$188 for up to a two-ton load (4,000 lbs). Drop-off hours: M-F 7am-5pm, Sat. 7am-12n. No appointment req. Contacts: Sandra 636/947-5959 (main), Mary 314/744-8164 (waste station).

Benefits

Safer and healthier Park for residents, wildlife and pets
Benefit to the Green Trails Lake, Creve Coeur watershed and Creve Coeur Lake
Beautify and enhance neighborhood

Timing

Needs to happen when plants are dormant for maximum visibility, results, safety and cost effectiveness. Projected work is 2-3 cleanup events per year to remove the accumulated non-biodegradable trash.

ACTION

- Designate areas that need cleanup.
- Estimate hours and get bids for work.
- Trustees will be on site and will participate.
- Increase community awareness to prevent future dumping and cleanup expense.

MARCH 11, 2015 VILLAGE OF GREEN TRAILS MINUTES

Meeting called to order at 7:25 by David Kaplan.

Type of Meeting: Monthly meeting of the Village of Green Trails Park Board Trustees at Chesterfield City Hall. This was a closed working meeting.

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Darla Gault, Scott Clayman, and Margaret Bour

ACTION:

Feb. 11, 2015 Minutes was approved.

SUMMARY OF DISCUSSION: Financials

Darla needs the financial reports from Jan. through July 2014 in order to give to our accountant to complete the Board's taxes.

ACTION:

Harvey will check with Cathy to see if she has them. Otherwise, he will go to Montgomery Bank and get our financial statements for those months.

SUMMARY OF DISCUSSION: Eagle Scout Project

Scout Stephen and his volunteers returned the signed agreements and waivers and Margaret sent copies of the signed agreements, the Boy Scout Certificate of Insurance and waivers to our insurance company. She will keep VGT's paperwork for the current time. Stephen and his volunteers worked on the path renovation project on March 6 - 8, 2015, and Stephen forwarded photos of the project.

The scouts will replace boards on the footbridges if they need repair. If so, we will purchase the boards of treated lumber. The Board approved up to \$100 for the purchase.

ACTION:

Harvey, David, and Margaret will check out the completed project, and make certain that there are no ruts or other damages to our common grounds from this project.

SUMMARY OF DISCUSSION: CMA Contract

Scott met with Linda Schweppe (general manager of CMA) to discuss their services, costs, and contract details, and he reported the information to the trustees.

SUMMARY OF DISCUSSION: Election Notice

Notice of the May 1 Trustee election needs to be published in the Post-Dispatch.

ACTION:

Jo Ann will place the notice and send the bill to Darla for reimbursement.

Meeting adjourned at 9:30

APRIL 8, 2015 VILLAGE OF GREEN TRAILS MINUTES – CLOSED MEETING

Meeting called to order by David Kaplan at 7:30 on April 8, 2015 at Chesterfield City Hall

Type of Meeting: Monthly meeting of the Village of Green Trails Park Board Trustees. This was a closed working meeting.

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Darla Gault, Scott Clayman, and Margaret Bour

ACTION:

March 11 Minutes approved contingent on Board all having the opportunity to read them.

OLD BUSINESS: Financials

Darla sent out the financials and discussed how to deal with the budget next year. CMA should be able to help with our accounting and financial statements, especially at the end of the year.

David made a \$1500 deposit transfer to cover our CMA bill. In Feb. a check from State Farm Insurance was deposited in our account. This was reimbursement for an automobile accident which damaged our common ground.

Zac will be reimbursed \$150 which was the cost for him to transport the Polaris for servicing.

The Board approved payment to Jo Ann for \$254.45. This was the cost of the May 1 election notification ad placed in the Post.

The Board had previously approved funds to replace some boards on a bridge near the Eagle Scout project. After further examination, it was determined that the boards do not need to be replaced now.

OLD BUSINESS: CMA

In our contract, it does state that the bank that CMA uses must be FDIC insured. This was a requirement stated in our Indentures.

ACTION:

The Board voted to sign a contract with CMA with 2 changes:

1. Make the changes with reassignment.
2. Change the number of lots that they could handle to up to 650.

OLD BUSINESS: Eagle Scout Path Restoration Project

The path restoration was completed on March 20th and the Scout sent photos of the project. Margaret viewed the site and reported they did a wonderful job and there were no damages to Village of Green Trails lawn.

NEW BUSINESS:

Our liability insurance said that they spent over \$12,600 investigating the claim against the Board. Claim K083202 was filed on July 23, 2014. Although the claim was denied, because of the expense to investigate, our Board liability insurance will not be renewed when the policy is up on June 1. The reason stated is claims activity. We have an agent searching for new coverage.

ACTION:

The Board unanimously approved the purchase of a 3 year ERP (extended reporting period) endorsement. It will cost approximately \$790.00 the first year with approximately 20% increases each of the next 2 years. This policy will start on the day our previous liability policy ends and will cover the Board for the next 3 years. It will be the same coverage we had with our previous liability policy but won't cover any new liabilities after June 1. The only situation that won't be covered is if a Board member were to sue another Board member.

ACTION:

The Board will meet at David's house for a meeting on Sunday, April 12, at 9:30. The purpose of this meeting will be to continue unfinished business.

Meeting was adjourned at 9:10.

APRIL 12, 2015 SPECIAL CLOSED MEETING VILLAGE OF GREEN TRAILS MINUTES

Meeting called to order at 9:30 on April 12 by David Kaplan at David's House

Type of Meeting: Closed Working Meeting

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Darla Gault, Scott Clayman, and Margaret Bour

SUMMARY OF DISCUSSIONS: Other Board business and concerns

Darla wanted to know what security measures were in place at City Hall for the annual meeting on May 4th. She would like metal detectors, but we will make certain that there is a policeman there.

There will be another vote on the ballot for the \$200.00 assessment.

Della O'Day is our CPA. She will be filing for an extension on our taxes.

ACTION:

December financials were approved.

Zac has access to free dirt.

Proposals from Zac : #2013-745, and #2013-747 were approved. These cover the Diplomat Field repair including putting dirt in, seeding, and fertilizer.

Proposal # 2013-750 will be considered at a later date. This is an area of concern right by Ladue Road near the front of the Village.

Meeting adjourned.

May 2, 2015 SPECIAL CLOSED MEETING OF THE VILLAGE OF GREEN TRAILS MINUTES

Meeting called to order by David Kaplan at 12:30 on May 2nd at Jo Ann Black's home.

Type of Meeting: Special closed working meeting of the Village of Green Trails Park Board Trustees.

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Darla Gault, Scott Clayman, and Margaret Bour

SUMMARY OF DISCUSSION: Planning for the information to be presented at the Annual Meeting on May 4th.

Agenda for the meeting will be:

1. Police officer presentation
2. Accomplishments of the Board this past year
3. Plans and projects for the following year
4. Challenges facing the Board and the Village
5. Announcements
6. Questions

The following discussions about the May 4th meeting were the suggestions from the Board. These are not necessarily in the order they will be presented at the meeting.

Positive accomplishments include:

1. Signs placed around the common ground. These include "No Shooting", "No Dumping", and "No Skating" placed at appropriate locations.
2. Frequent and thorough inspection of the common grounds by our Grounds Keepers
3. Necessity for owning our Polaris to help in maintaining the grounds. Providing the miles and number of hours driven may give residents a better idea of how extensive the grounds are and why it would be impossible to properly maintain them year round without the Polaris.
4. Use of an overhead visual map to show the extent and location of the common grounds
5. Terrill is a new contractor. He is NOT the Grounds Keeper. David and Harvey are on the grounds weekly to fulfill that responsibility. Zac has the necessary equipment and is doing a much more thorough job than our past landscape contractors. He also was the most reasonable cost. David and Harvey did extensive research and interviews to choose the best company.
6. CMA will provide bookkeeping and assessment billings for us.

7. The MO Forestry Department, Mo Conservation Department, The Botanical Garden, MSD, Ameren U.E. are among the resources that have helped us issues and improvements to the grounds.
8. Eagle Scout project

FUTURE PLANS AND PROJECTS:

1. Continue to use the free services and advise of the departments mentioned in #7 above to improve the common grounds.
2. Sign at the front entrance.
3. Need to either amend or totally rewrite our 1965 Indentures
4. Lake may need major repairs in the future.
5. Next year's assessment will be around \$200.00. The Board will know more after the May meeting. There will be no liens on homes that still owe all or part of their assessments from last year, but this does not include liens from previous years.

CHALLENGES:

1. We have more legal expenses than in the past.
2. MCH (dismissed without prejudice) although we still don't have legal access.
3. Having to pay for legal opinions about interpreting the Indentures.
4. Loss of our ability to renew our current D&O insurance policy due to a claim that was denied. The Board cannot operate without such a policy. We have our agent investigating other companies, but our rates will most likely be much higher than before.
5. Amending or rewriting the Indentures

Meeting Adjourned.

MAY 4, 2015 MINUTES OF THE ANNUAL MEETING OF THE VILLAGE OF GREEN TRAILS BOARD

Meeting called to order by David Kaplan at 9:08 A.M. on May 4, 2015 at Chesterfield City Hall

Type of Meeting: Annual Meeting of the Village of Green Trails Park Board Trustees.

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Darla Gault, Scott Clayman, and Margaret Bour

Guests: Carrie McCaffrey, Shirley Horel, Steve Bour, Terry and Mary Monachella, Cathy Rosenberg, Steve Iverson, Mike Horton, and Scott Masterson

Officer Powers spoke first about crime in Chesterfield. He later introduced Officer Sorensten who is one of the Chesterfield police officers assigned to patrol our area. An informational sheet about crime prevention tips was made available. Suggestions to prevent crime included:

1. Rolling up windows and locking vehicles
2. Keeping garage doors closed and locked
3. There were 1000 – 1200 ID thefts in Chesterfield. If you are the victim of ID theft (including recent credit card ID theft occurring at stores like Schnucks and Target), make a police report.
4. Income tax phone scams were discussed. The IRS does not make phone calls regarding income tax issues and only communicates by letter. If you are a victim of such a scam, please notify the police and make a report. Setting up a pin # would also be beneficial.

David Kaplan started the meeting. Points of information and discussion included the following.

1. Terrill is working on grounds cleanup including branches and trees. All grounds should have been mowed at least once this year.
2. The Eagle Scout project has been completed and the path has been cleaned up. Pictures will be posted on our website.
3. One day of vine cleanup was performed this winter. The Board needed to see how much could be cleared in one day. More vine cleanup will be scheduled as needed and as funds permit.
4. Two years ago the grounds maintenance contract was up for bid. 10 – 12 companies were contacted and the Board reviewed 5 bids. Zac Terrill is our current landscape contractor. There have been savings and improved services. The power line field is no longer brush

hogged. Zac also has the proper equipment to provide necessary services without damaging our grounds. The response from homeowners has been very favorable.

5. The Board recently switched to CMA from CVTO. We expect to save \$8k - \$9k a year and receive monthly statements, and possibly benefit from more services. CMA rates will be a monthly charge, not a percentage of collections.
6. Erosion control and sink holes have been addressed. There are still erosion areas that need attention. These will be fixed on a priority basis. All grounds are inspected at least monthly. We also have many trees that are dead or dying. This problem is an additional expense that will need to be addressed in the near future.
7. We will begin cleaning up non-biodegradable and hazardous debris in the park and creeks that has been dumped and accumulating over decades. The goal is to protect the environment, the watershed, and safety of residents and wildlife. The first full day of cleanup in the woods, ravines and creeks will occur in May, and will continue two or three times each year. We will see how much we can accomplish in a day to assess future work and needs.
8. The Board will get bids for an entrance sign at Ladue Road and 141 to replace the one that was removed during the MoDOT work at the intersection.
9. The Board is working with MoDOT to clean up the intersection at 141 and Ladue.
10. Updating of our outdated 1965 Indentures is being addressed.
11. The Board has a new attorney – Martin Daesch. His firm specializes in subdivisions, condos, management, etc. If any homeowner wishes to call or contact him directly, it will be at the homeowner's expense.
12. Steve Iverson asked how much VGT had spent with Daesch. The amount is \$3881.50 to date.
13. Scott Masterson asked if the attorney could predict what we should do and the cost of doing it. Marty uses less expensive people at the firm to do the legwork. After the assessment he will work on the Indenture. Scott Masterson asked if we knew what it will take to execute the plan. Unfortunately, the Board does not have an accurate cost at this time due to so many variables and the complexity of the task.
14. Because of Claim #K083203, our insurance company notified us of non-renewal of the Crime and D&O policies effective 6/1/15. Legal expenses related to resolving the claim, which was denied, were \$12,000 to the insurance company. We have a broker searching for new insurance. The Crime Policy (protects against embezzlement) went down \$107 and the D&O Insurance is over \$4k and could cost as much as \$8k. (We were paying around \$500 last year for the same coverage). The Liability Policy for the Common Lands remains the same.
15. Questions have been raised about delinquent assessments from last year.
16. Our utility vehicle has 85 hours and 616 miles on it in the last two years. There is no way that the Trustees can fulfill their duties in properly maintaining the grounds without the use of this vehicle. The Trustees are very proactive. They don't approve any bid until they view the job, and no bill is paid until the work is inspected once it's completed. A lake management service is used to properly maintain our lake.
17. Trustees will work on the budget for review at the next regular meeting. Monthly, we mow 86 acres, maintain 96 acres of woods, and a 5 acre of lake.

18. On the grounds, we found two camps set up. One wooden structure had animal traps and a pit about 8' round and 4' deep. A second structure had an A-frame teepee with a fire pit, dead animal residue. Residents can help by reporting any such illegal use of the common grounds to the Trustees. In some cases, incidents are also in violation of city codes and the Chesterfield police should be called.
19. A prairie south side of Ladue Road is being initiated with the support of Ameren and Conservation Dept. Ameren has funded 75% of the project, providing mulch and seeds. The prairie will eventually need to be brush hogged only once a year and should serve to beautify the area.

HOMEOWNERS' QUESTIONS AND BOARD RESPONSES

1. Scott Masterson (a new resident), asked about a \$50/year assessment. David told that the assessment would not be \$50. Ideally the Board would change the Indenture but it takes a 2/3rd yes vote of all the homeowners. Our attorney is working on this issue. The MO Supreme Court has addressed this issue in past cases. Our Board is moving forward. We are acting on the advice of our attorney. His advice is based on his research based on historical information and past cases.
2. CMA will do a review 2014. Once we have that information, the Board will be able to set a budget for next year.
3. A Ladue Trails Trustee stated that Ladue Trails had considered using CMA, but felt that CMA could not give them reasonable rates for their services. The Village of GT is paying \$200 a month the first year for CMA services, and CMA could raise us by 5% increments a year.
4. David said he would not respond to some of Mike Horton's or Steve Iverson's questions or comments per legal advice from our previous attorney.
5. Steve Iverson asked about our attorney's fees. Currently, the Board has received one bill from Martin Daesch. It was for \$3881.50. (This is NOT a retainer). Martin has met with the Board twice, but did not charge for the first meeting. The only 2 attorneys who have dealt with reviewing our Indentures are Jon Sanner (we are no longer employing him) and Martin Daesch (who the Board believes has more expertise in this area). Attorney Richard Coughlin was used by the Board to deal with legal issues concerning the Ladue Road/141 interchange. He was hired by past Board members.
6. Scott Masterson asked what it would cost to amend or rewrite our 1965 outdated Indentures. Our attorney uses less expensive employees to research and do leg work. Since the Board is just starting this project, Marty does not yet have enough information to give us his suggestions and the cost.
7. Mike Horton wanted to know what the annual assessment was. The Board will be able to answer that question after it assesses VGT's needs and creates a budget.
8. Mary Monachella asked if the Ladue Woods Indenture could be posted on the Green Tails website.

9. Terry Monachella asked about cutting of vines. He said that he and others knocked out a lot with a chainsaw. Mr. Monachella was told that Village of Green Trails has started vine control work and Trail Top is on the list for vine removal. When plants are dormant is the best time to locate and cut the vines.
10. Terry also asked if questions he has should go to all Board Members or a particular person. Ideally all Board members should be informed. Harvey stated that he gets at least 5 resident calls a week, and that he tries to respond in a very timely fashion.
11. Terry also expressed concerns that MSD was not responding in a timely way to problems. He wanted to know what he could do. David stated that although the Trustees have worked with MSD, residents should also call MSD's 800 number. MSD refers to it as the resident living next to it. MSD doesn't respond well if they are told the problem is a common ground problem. If a resident calls the problem will get on the MSD list, but it could take three years to get attention. Emphasizing liability and safety when calling would be helpful. David will send Terry MSD contact names and numbers.
12. Harvey said that a broken drain on 151 N. Green Trails took 3.5 years to get a response from MSD.
13. David announced the May 1 election results. While more residents voted for the assessment increase than the number that voted against it, not enough residents voted to pass the amendment. David Kaplan, Jo Ann Black, and Harvey Rosenberg were re-elected as Board Trustees.

The Annual Meeting ended at 10:30 A.M.

MAY 27, 2015 VILLAGE OF GREEN TRAILS MINUTES – SPECIAL CLOSED MEETING

Meeting called to order by David Kaplan at 7:10 on May 27, 2015 at Chesterfield City Hall

Type of Meeting: Special Closed Meeting of the Village of Green Trails Park Board Trustees.

Name of Meeting Facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

List of Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Darla Gault, Scott Clayman, and Margaret Bour

SUMMARY OF DISCUSSION:

Scott presented the budget to the Board. His calculations were based on 90% payment of assessments. The assessments were calculated at \$200.00. This estimate also includes 4-5 commercial properties which would be assessed at \$400.00. Total revenue if 90% of the assessments are collected would be approximately \$116, 683.00.

Scott prepared a spread sheet with the projected budget. The categories were broken down into the following areas:

Grounds expenses:

1. Lawn mowing – 27 times – \$39,879.00
2. Lawn maintenance – nothing at this time
3. Tree and shrub removal - \$7500
4. Tree and shrub maintenance - \$4000
5. Tree and shrub plantings – nothing at this time
6. Forestry maintenance - \$4500
7. Landscape maintenance - \$1542
8. Erosion control - \$6000
9. Environmental cleanup - \$2500
10. Lake maintenance - \$3200 (8 applications at \$400 an application)
11. Equipment – utility vehicle - \$560

Total grounds expense would be \$69, 681.

Also discussed was having a billing code for each category

Insurance expenses:

1. D & O - \$2377
2. Crime - \$393
3. General Liability - \$4357 (includes the Polaris)
4. Tail - \$948

Administrative expenses: Total cost of \$36,830

1. Accounting service contract - \$1600
2. Income tax - \$1000
3. Attorney - \$25000
4. Collection - \$3000
5. Recording - \$500 (costs to file for a lien)
6. Misc. - \$1836
7. Advertising - \$854
8. Amendment vote – 0
9. Trustee election - \$400
10. Trustee compensation - \$1440
11. Postage - \$680
12. Printing and copying - \$120
13. Supplies - \$100
14. Website - \$300

Total operating budget of \$114, 586.00

ACTION:

Motion made to approve the budget. It was passed unanimously.

Scott will take the budget to CMA so they can set things up. Scott will also give us copies of the budget.

ACTION:

Motion made to assess resident homeowners \$200.00 and commercial properties \$400.00. Motion was passed unanimously.

SUMMARY OF DISCUSSION:

Margaret presented the Village of Green Trails Annual Report.

ACTION:

Margaret will make a few minor revisions. The annual report will be presented for final approval at the next meeting.

SUMMARY OF DISCUSSION:

Should the budget be included with the Annual Report, and should the Annual Report be sent out before the billings?

ACTION:

A motion was made to send out the Annual Report with the budget ASAP and before the assessment billings are mailed. The assessment billings will be mailed about 2 weeks after the Annual Report. Ideally the Board would like to have the assessments due by July 30. The Board also voted to post this information on our website. Motion was passed unanimously.

SMMARY OF DISCUSSION:

What should be the format of the billing used for assessments? There was some discussion concerning the wording and the format of the assessment billing.

ACTION:

Darla will make some revisions to the assessment billing.

SUMMARY OF DISCUSSION:

Should we have one mass email account so the Board can more easily see all the emails and keep track of them?

ACTION:

This decision needs more research and discussion and will be tabled to a later date.

Meeting ended at 9:15.

JUNE 6, 2015 VILLAGE OF GREEN TRAILS MINUTES

Meeting called to order by David Kaplan at 9:30 A.M. in Chesterfield.

Type of Meeting: Monthly meeting of the Village of Green Trails Park Board Trustees. This was a closed working meeting. Since several Trustees were not able to attend our normal meeting time of the second Wednesday in June, the monthly meeting date was rescheduled.

Name of meeting facilitator: David Kaplan

Meeting Minutes recorded by Jo Ann Black

Attendees: David Kaplan, Jo Ann Black, Harvey Rosenberg, Scott Clayman, Margaret Bour.

Absent: Darla Gault (Scott had her proxy for voting)

ACTIONS:

Expenditures approved included the following:

1. An additional \$45.00 to Zac for trash cleanup and fuel. This is in addition to the amount the Board has already approved.
2. \$1125.00 was approved to pay for the environmental cleanup
3. The monthly mowing bill was approved

Zac will send us a bid for some additional cleanup including the area behind the Powell residence.

SUMMARY OF DISCUSSION: Annual Report

Margaret shared copies of the Annual Report. The Board tweaked a few words in the report, and the Board response was favorable and appreciative of all her efforts. The return address will have Village of Green Trails with CMA's address in green print. Margaret will be in charge of the printing and she will get the digital file of mailing addresses from CMA, and bids for printing.

ACTION:

The Annual Report was approved by the Board contingent on a few minor changes including adding a claim number under Ref. 7 on the 2015 Budget Notes page. The Board approved a budget of up to \$1200 for the printing and mailing of the Annual Report.

SUMMARY OF DISCUSSION: Assessment Letter

The Board made some minor changes to Darla's assessment letter draft. We would like CMA's letter to include a break down in their bill for residents who have not paid their total bills before 2014.

ACTION:

The Board approved Darla's assessment letter draft pending some minor changes. Scott and Margaret will visit CMA to discuss assessment billings. There will be two mailings. The first will be the Annual Report that will include our budget. Several weeks later the assessment bills will be mailed. Payments will be due 30 days after the assessment letters are received.

SUMMARY OF DISCUSSION: First Environmental Cleanup of Non-Biodegradable Trash Event

The first cleanup event of large non-biodegradable wastes took place on May 29, 2015 from 8:30am to 3:30pm in the Green Trails Park. Three trustees (Margaret, Harvey and Scott) worked with two hired grounds crew to clean up discarded debris in the woods, ravines and creek. A large truck and flatbed were completely filled and removed from the Park to a proper disposal site. See the Green Trails Park Environmental Cleanup Report.

SUMMARY OF DISCUSSION: Financial policy controls

Scott would like to initiate some financial policy controls to develop better safeguards and oversights including more secure checks and balances. His suggestions included:

1. Instructing CMA with what we approve them to pay.
2. Making certain CMA only uses vendors the Board approves
3. Using an accounts payable system with a batch control sheet to approve invoices. 2 Board members would need to initial the invoices.
4. Needing a Board member (not the treasurer) to post audit to confirm that CMA is following our instructions.

ACTION:

Scott will create a proposal. This will be sent out to the Board for input.

Meeting adjourned at 11:30.

VILLAGE OF GREEN TRAILS PARK BOARD

MEETING AND ACTIVITY REPORT, JUNE 2016

The meeting and activity report was recorded by M. Bour.

INVOICES APPROVED FOR PAYMENT

Terrill Landscape Contracting invoice 4022 for \$6184, for lawn mowing the weeks of 5/7, 5/14, 5/21, 5/28, 5/31.

Terrill Landscape Contracting invoice 4107, for berm cleanup in power line field 6/15, \$1200. (Ameren will reimburse VGT for stump removals.)

TRANSFER OF FUNDS

\$10,000 was transferred from the Capital Improvement fund to the Operating Account on June 2, 2016. This was approved on May 26.

INSURANCE REQUIREMENT

Mr. Rosenberg requested Terrill Landscape Co. to forward their certificate of liability insurance for 2016 that is required by Village of Green Trails' insurance company.

GREEN TRAILS DR. S ROADWAY CONSTRUCTION & CULVERT REPLACEMENT

Roadway reconstruction and culvert replacement on Green Trails Dr. South between White Rd. and Ladue Rd. has begun. The City of Chesterfield's Civil Engineer, Zachery Wolff, notified the Park Board the project would include removal and replacement of existing roadway and sidewalks with new concrete pavement, construction of new sidewalk along Greentrails Dr. South near Ladue Rd., and culvert replacement. The project is partially funded through the Surface Transportation Program (STP) administered by East West Gateway with the federal government paying seventy percent of the construction costs. The remaining thirty percent will be paid by the City of Chesterfield. A temporary slope construction license (TSCL) for 1582 square feet was required from VGT by the City to allow the contractor the necessary working

room and grading rights to complete the proposed improvements within existing public right of way. The City of Chesterfield offered VGT \$759.36 as compensation for the TSCL. There will be no permanent property transfer.

The construction company, J M Marschuetz, requested and was granted permission to store their equipment and supplies on VGT property south of the culvert during the project. Trustee Dave Kaplan met Frank, Marschuetz's Senior Operations Manager, at the site in June to discuss their needs. The Operations Manager informed D. Kaplan they will remove some underbrush and honeysuckle and that some grass may die, but after the project is done the construction company will clean up, remove tree stumps and restore the area.

The City of Chesterfield's construction project diagram is attached below.

POWER LINE FIELD BERM WORK

Five tree stumps on a berm in common ground that were left by Ameren (adjacent to 124 Saylesville Dr.) were ground, poison ivy was removed, topsoil was added, and the ground was graded, seeded and strawed. Ameren will reimburse VGT for the expense of grinding the stumps. The nearby homeowner is watering the berm.

DUMPING AND DEAD TREES, NORTH ENTRANCE

It was reported by a homeowner that clippings from a residence were dumped in a sinkhole in the Park north of Ladue Rd. near the east entrance, and cleanup is needed. Also reported, two small trees that were planted in that area have died and need to be removed, and homeowners' hoses will not reach the other new trees. The Park Board will inquire about the dumping of the clippings in the sinkhole, and the dead trees will be removed when Interpleader grounds funds are available.

FALLEN TREE EAST OF CAMBERRA CT.

A homeowner inquired about the large tree that fell from the woods at the east end of Camberra Court, whose branches prevent the lawn from being mowed. The tree will be cleaned up when Interpleader grounds funds are available.

MAY 2016 ACTIVITY REPORT AND ALLIANCE BANK STATEMENTS

CMA provided a May 2016 Owner Activity Report and Alliance Assn. Bank Statement.

PROPERTY TRANSFER

Property transfer information was received and completed for 14171 Cross Trails, seller: Ohlms, buyer: McIntyre.

INTERPLEADER

As of June 25, there has been no ruling from the court.

ATTACHMENT:

City of Chesterfield's Green Trails S. roadway/culvert construction diagram



JULY 8, 2015 VILLAGE OF GREEN TRAILS MINUTES OF MEETING

Attended: Jo Ann Black, Margaret Bour, Scott Clayman, Darla Gault, David Kaplan, Harvey Rosenberg

The meeting was a closed working meeting held at 7:00 at Chesterfield City Hall. Minutes were recorded by J. Black and M. Bour. The following was discussed:

Bank Deposit

David Kaplan took a check in the amount of \$30,000 from Montgomery Bank to CMA.

Bank Services

Bank Services were discussed. David noted some difficulties accessing account info online. Montgomery cannot accommodate trustees' goals to require two signatures on checks. Darla will investigate other FDIC insured banks. Preferred requirements for VGT's bank include the following: The bank must be FDIC insured, checking account must be interest bearing, no charge for checks, will accommodate two signatures on checks, and statements should be emailed to every trustee.

Minutes of Meetings

Minutes of a previous meeting were approved with a few changes. There was discussion about unapproved minutes of meetings. Jo Ann will resend the minutes to David who will send each out individually for review and approval.

CMA Invoice

CMA's invoice for \$350 for conducting the 2015 election was approved for payment.

VGT Liens

David will get copies of CVTO's liens and scan them to CMA.

CMA's Services

There was discussion about the serious mistakes CMA made when transferring information from CVTO lists to CMA's records, the amount of time it took VGT to find and reconcile the mistakes, and CMA's lack of concern about their mistakes. Mistakes included mixing names and balances, and deleting names. Due to their mistakes we will require CMA to provide documents and communications for proofing before distribution to double check for errors to prevent mistakes.

Lake Management Services

The lake management service and treatments were discussed. Due to rain, one treatment might not have been applied, and David did not recall getting a lake bill.

Request to be Copied on Service Providers' Bills

Trustees requested that all trustees be copied on bills and communications from all service providers, including for grounds work, lake management, attorney, CMA, etc.

Terrill Landscaping Invoices and Contract

Terrill's billing terms were discussed, and there was discussion about making sure Terrill is paid in a timely manner.

A motion and unanimous decision were made to allow the contract to remain as it is and not require Terrill to produce an additional separate contract for VGT. David will speak with the owner of Terrill to make sure they will continue to do the work without a 50% deposit as Terrill's work has always been done for VGT.

Terrill Bills Approved for Payment

Terrill Landscaping bills in the amount of \$2500 total for grounds work were presented and the following were approved unanimously for payment: Invoices #320, 321, 322, 323, 324, 325, 326.

Grounds Issues and Damages

Mowing and downed trees were discussed. Some lawn areas could not be mowed due to the ground being too wet, and there are many trees and limbs downed by the storms.

Harvey reported homeowner calls and grounds issues. They follow.

Dead Trees near Boxford: There are three dead trees on the hillside near Boxford and the homeowner is afraid they are going to fall on his house. We may need a survey, and splitting the cost with the homeowner was discussed. The job may need a specialist tree trimmer due to the hillside location. Harvey will contact tree trimmers. A bid of \$1500 or less will be acceptable for VGT to pay; if more than \$1500, we will revisit the options.

Madewood Damage: The homeowner got a riding mower stuck in the common ground, it had to be pulled out by truck, and the ground was torn up very badly. (Same area of trash dumping.) There was a police report but no claim yet. The son of the owner said he will repair the damage, clean up trash dumped in the common ground and persuade the owner not to mow and scalp the common ground lawn.

Collapsing Retaining Wall: Mr. Levin called about a tie wall that is collapsing on his property on Ladue Rd. and on or adjacent to VGT common ground, and he wants VGT to rebuild the wall. Discussion and questions occurred about the location of the tie wall, its origin, ownership, safety

hazards, and the responsibility to repair it. A motion was made and approved for the attorney, Mr. Daesch, to offer an opinion. We need more info about the wall to ascertain responsibility for removal and repair.

Weed Control: It has been too rainy for Terrill to spray week killer.

Field Reports: Harvey discussed having field captains report problems and damages.

CMA Letter

Darla will work on a past-due assessment billing letter. It was also unanimously approved to consider allowing CMA to provide simple clerical service on the project.

Open Meetings

Trustees would like to open meetings to the public from 7-7:30PM in City Hall's multi-purpose room, and afterward move to a small room at 7:30 for working. Questions, answers and info generated at the public meetings could also be posted on the website.

JULY 22, 2015 VILLAGE OF GREEN TRAILS MEETING MINUTES

Attendees: M. Bour, D. Gault, S. Clayman, D. Kaplan, H. Rosenberg

Guest: Attorney Martin Daesch.

The working meeting was held at the home of David Kaplan at 4:30 on July 22, 2015. Attorney Daesch was in attendance to discuss CMA's letter to the community about rescinding assessments.

VILLAGE OF GREEN TRAILS MINUTES OF MEETING

Meeting Date: July 27, 2015

Attendees: M. Bour, S. Clayman, D. Gault, D. Kaplan, H. Rosenberg

The meeting was a working meeting held at the home of David Kaplan. The meeting began at 6PM. Meeting minutes were recorded by S. Clayman.

Item 1: Tie Wall

Discussed the collapsing tie wall, whether it is on VGT property, the safety concerns, legal responsibilities and options to correct the problem including removal of the wall, construction and materials options, expenses, maintenance concerns, and responsibilities of the lot owner and VGT. Discussion occurred about the best materials to use for reconstruction (stone) and possible optional sloping of the creek bank.

Action: David to follow up for legal opinion defining VGT's responsibility; and to find out if VGT may correct common ground with slope and not correct ground on the lot owner's property.

Item 2: Retraction Letter

Agreed to plan: David to request and receive letter; VGT/Scott to review and edit letter; attorney to review and edit; atty to work to finalize issuance.

Action: David to follow up and receive letter.

Item 3: "Big Field" Mowing

Scott received an inquiry from a lot owner about the frequency of mowing of the Big Field. The mowing schedule is: 10-21 days, 3.5" height. Delays have been due to rain and wet fields.

Action: SC to respond to inquiry.

Item 4: Status of Financial Statements from CMA

Discussion about lack of financial statements from CMA, mis-recorded homeowner payments, balance terminology, and unauthorized payments taken by CMA.

Action: SC to follow up with CMA about financial statements.

Item 5: CMA Bank Balance Minimization

The attorney's advice and optional balance minimization was discussed to reduce exposure to potential freeze on funds.

Action: Move money from CMA account leaving 10K balance and/or amount sufficient to fund 1-2 months of disbursements.

Item 6: New Reimbursement form.

A new form is needed for reimbursement of expenses to VGT board members to replace the CVTO form.

Action: DG to draft a new form with instructions on form.

Item 7. Document Storage was discussed.

Item 8: 'Cease/Desist' action/status discussed.

Action: ALL to continue providing documentation/evidence.

Item 9: Accounting Needs, CVTO Reengagement Option Discussed

Board members would like CVTO to resume work for VGT. Will explore terms/conditions.

Item 10: Interim Secretarial Position/Duties-Minutes

Action: SC will provide minutes for 2 months while/if position remains unfilled. Duty will then move to another trustee.

Item 11: Voting Records

Board approved motion to allow minutes to record/memorialize votes by trustee name, effective immediately. Includes voting occurring on-line/e-mails.

Item 12: Financial Controls

Board approved motion on financial control requirements, including (1) two signatures on bank disbursements (subject to bank capability) and (2) establishment of audit function (to reconcile bank statements to financial reports). Audit function to be segregated from signature authority.

Action: Darla to explore what banks offer services meeting criteria and requirements to meet financial controls and potential collections capability.

Item 13: Bids on Black Locust Trees Removal

Harvey reported that bids range from \$18,000-\$24,000 total.

Item 14: Boxford Dead Tree Removal

OMNI's bid for \$1800 was discussed. HR will pursue other bids.

Item 15: Madewood Trash Dump Issue

Police Report was discussed.

Item 16: \$32.64 reimbursement was approved for D. Kaplan for utility vehicle gas.

VGT: Minutes

Meeting Date: August 12, 2015, 6:30 PM, @ City Hall

Attendees: M. Bour, D. Gault, D. Kaplan, H. Rosenberg, S. Clayman

The meeting was a working meeting. Minutes were recorded by S. Clayman

Item 1: Minutes of 7-27-15 approved with changes:

- add Item: \$32.64 reimbursement to D. Kaplan approved for utility vehicle gas.

Item 2: Bills Approved for Payment

-\$345 to Lake Management Approved

-Terrill bills Approved: #320 @ \$475; #323 @ \$220; #324 @ \$230; #325 @ \$501; #326 @ \$155.

-Terrill bills not approved: #321 and #322; #297 not complete

-CMA: payments on hold pending dispute resolution; contracted services not received.

AI (Action Item): HR to follow up on #321,322,297.

AI : SC to contact CMA

Item 3: Old Minutes Unapproved-status

AI: DK e-mailing minutes for board approval; Board to vote on each.

Item 4: Status of Financial Statements discussed; CMA not delivered yet; SC requested statements from Linda; Linda stated she is working on it.

Item 5: Document Storage-needs discussed. Safety deposit box in St. Louis Bank \$45/yr is the estimate. Size of storage space needs to be determined.

AI: HR to explore central physical storage locations for GT docs.

Item 6: Past Due Letters-status: issuance on hold.

Item 7: CMA Re Letter-status: per DK's update from Marty, letter in negotiation between attorneys.

AI: DK/Marty will update Board

Item 8: Reimbursement Form Status: in progress

AI: DG to complete.

Item 9: Bank Capabilities Assessment: in progress

AI: DG to complete.

Item 10: Retaining Wall Issue-Status:

-DK read Marty letter. Some form of retention may be necessary to prevent deterioration

of lot. GT may or may not be responsible.

-Survey necessary to move forward on options/responsibility assessment.

-Board Action: Board approved splitting cost of survey (if necessary).

AI: SC to carryout Board Action to obtain survey if necessary. Contact is lot owner, Alex Leven; 14581 Ladue.

Item 11: Large Islands/Ladue Road: Board posed questions concerning poor condition, neglect, Ladue Trail's responsibility, options available for GT to help the community. Chesterfield is mentioned as assessing problem.

Item 12: Service Commemoratives/Plaques. The Board discussed commemorative plaques for former trustees Frank and Jo Ann.

Item 13: Petty Cash Fund idea was discussed for reimbursements of small expenses but not approved.

Item 14: Madewood Status: HR mentioned letter of agreement on owner cleanup.

AI: HR to report status.

Item 15: Terrill Bids 2015-341,342 for downed trees.

Board Action: Bids approved. Vote Approval: ALL

Item 16: Boxford Ct. Bids reviewed. Omni's at \$1800 for 2 trees was presented.

Randy/Jose w/Jennings bid for \$1200 for 2 or \$1500 for 3 trees was presented.

Board Action: Approved the bid for \$1500 for 3 trees; lot owner split OK'd if possible. Predicated on satisfactory insurance/waivers provided.

Vote in Favor : ALL

Item 17: CMA' s "prepaid balance" terminology questioned. Concern is how lot owner payments are being misrecorded by CMA; and what lot owners are being told by CMA about the status of their payments.

AI: DK to follow up.

AI: BOARD: Information to be considered in decisions relating to issuing 2nd notices (who, what, when, how).

end

SEPT. 3, 2015 VILLAGE OF GREEN TRAILS MEETING REPORT

Trustees in Attendance: Margaret Bour, Scott Clayman, David Kaplan, Harvey Rosenberg

Attorneys in Attendance: Martin Daesch and Michele Parrish

The meeting report was recorded by M. Bour. The meeting took place at the offices of Attorney Martin Daesch at Sandberg Phoenix & Von Gontard Law Firm, at 600 Washington in St. Louis, MO. The purpose of the meeting was to discuss CMA's failed contractual obligations, CMA's taking of Village of Green Trails funds for unapproved payments for work CMA failed to produce, and CMA's interpleader action.

**SEPTEMBER 29, 2015 VILLAGE OF GREEN TRAILS MINUTES OF MEETING
PARK BOARD OF TRUSTEES**

In Attendance: Margaret Bour, Scott Clayman, Darla Gault, David Kaplan, Harvey Rosenberg

Guests: Martin Daesch and Michele Parrish of Sandberg, Phoenix & Von Gontard

The working meeting was held at the home of Darla Gault on Tuesday, Sept, 29, 2015 at 4PM. The meeting report was written by M. Bour. The purpose of the meeting was to speak with the attorney about CMA and the Interpleader action, to find out if CMA agreed to return unauthorized Village of Green Trails assessment funds they took as payments to themselves, and to discuss VGT's communications protocol.

Approved Legal Communications and Billing Protocol:

- 1) All communications to and from the attorney should have all Trustees copied in.
- 2) Trustees require that CMA's billing department send all invoices to all Village of Green Trails trustees.
- 3) Requests for any type of legal support should have approval from a majority of the Board members, and all requests for support should cc all Trustees.

The approved Legal Communications Protocol procedures were provided to the attorneys at the meeting.

**OCTOBER 14, 2015 VILLAGE OF GREEN TRAILS MINUTES OF MEETING
PARK BOARD OF TRUSTEES**

In Attendance: Margaret Bour, David Kaplan, Harvey Rosenberg

The meeting was a working meeting held at the home of David Kaplan at 7PM. Minutes were recorded by M. Bour. The following was discussed:

Trustee Positions

Motions were made and approved as follows: David Kaplan will resume the position of chairman of the Park Board of Trustees, Harvey Rosenberg will assume financial responsibilities, and Margaret Bour will be the secretary.

Prairie and WOW Program

Harvey Rosenberg discussed the status of the prairie, weed control needed on the path, and the WOW program that has offered assistance to VGT.

Weed Control Products

M. Bour requested that only chemicals that are not harmful to wildlife be used on the paths, near waterways and creeks, and in all of the Village of Green Trails Park. D. Kaplan will talk to Terrill Landscaping Company about the chemicals they use for weed control and report information about their products.

Grounds Care S of Ladue/Woods Mill Intersection

Discussion occurred about grounds care south of Ladue at the Woods Mill intersection. Because MoDOT awarded VGT property on the south side of Ladue Rd. near Woods Mill to MCH after the eminent domain takeover, there is no access on the south side for grounds care operations and vehicles.

Condition of grounds on the N side of Ladue at the Woods Mill Intersection

The grounds need improvement. Rock on the lawn needs to be removed, and dirt and seed should be added. Dumping is occurring on MoDOT's property, particularly under the bridge, and tall grass next to the stone retaining wall is not being cut by MoDOT.

Accounting Needs

Trustees discussed CMA's failure to provide VGT's necessary accounting reports and the problems that is causing. David Kaplan will contact Karen at City and Village Tax Office (CVTO)

to schedule an appointment for ASAP, and David and Margaret will go to CVTO to inquire if CVTO could resume work for the Village of Green Trails. We're keeping our fingers crossed because we miss their professionalism and dependability.

Retaining Wall

Margaret Bour will pursue information about construction permits to determine origin and ownership of the retaining wall that is collapsing on and near the Levin residence on Ladue Road.

NOVEMBER 18, 2015 VILLAGE OF GREEN TRAILS MINUTES OF MEETING

Attended: Margaret Bour, David Kaplan, Harvey Rosenberg

The meeting was a closed working meeting called to order at 7:00pm at the home of David Kaplan. The minutes were recorded by M. Bour. The following topics were discussed:

Bill Approved for Payment

Terrill Landscape Company Invoice #3522 for \$3931, for October 2015 mowing; all voted to approve payment of the bill. David Kaplan sent an email to CMA requesting they pay the bill.

Fall and Spring Lawn Cleanup and Mulching

Cleanup and mulching beyond scheduled mowings will occur if needed over the winter and early spring months to benefit the lawn areas. David Kaplan will check with Terrill to make sure Terrill mowers are equipped with mulching blades, and trustees will explore costs of mulching work.

Grounds Projects On Hold Documentation and Photos

The trustees will continue to document and take photos of grounds projects that need to be done and are on hold due to the Interpleader action.

Field Log

The trustees will consider developing a more formal "Field Log" to record grounds projects and work.

WOW (Wires Over Wildlife) Program Reimbursement

Harvey Rosenberg spoke to Missouri Department of Conservation about reimbursement for expenses to Village of Green Trails related to the prairie under the wires on the south side of Ladue Rd. near the Woods Mill intersection.

CPA Financials

Harvey suggested he get a copy of the 2014 tax return from the CPA to determine the depreciation on the Polaris.

Collapsing Retaining Wall

The trustees discussed the findings provided by St. Louis County Dept. of Public Works. The construction permit documents indicate the construction plans for the tie wall were submitted to Chesterfield by the construction company (W. Jusaitis) for the then homeowner of 14581 Ladue Road, and the construction permits (numbers 30935-93, 30936-93) were approved on June 18, 1993 by the City of Chesterfield. The drawings that were submitted to the City show the construction was to be on the homeowner's property and the permits were approved for the construction and retaining tie wall to be built on the homeowner's property. The construction was never intended nor permitted to be on Village of Green Trails property.

The trustees voted to approve an iron stake survey to determine the property line near the collapsing retaining wall due to the discrepancy between the approved permit documents and the homeowner's survey doc. Margaret will contact a survey company and arrange for a survey.

New Trustees

Attorney Daesch said new trustees would be added as defendants to the Interpleader suit so we should consider holding off adding trustees to prevent them from having to bear the burden.

Village of Green Trails Website

It was decided that Margaret Bour will take over the management of the website.

Minutes of Meetings

It was unanimously approved that minutes of closed working meetings will be added to the website.



2015 ANNUAL REPORT

The Village of Green Trails consists of 839+ acres of residential property and includes 198 acres of private community-owned Green Trails Park that showcases expansive landscaped lawn areas, natural woodlands and a private lake for use by Green Trails residents. The unique landscape and Park makes Green Trails one of the most scenic and sought-after communities in St. Louis County.

The Green Trails Park provides privacy for residents, parklands to explore, play areas, trails and woodlands for hiking, and habitat for wildlife. The natural woodlands are preserved and enhanced by care from Green Trails.

Green Trails Park is maintained and protected by the community. The Green Trails Park Board is dedicated to the preservation of the Park, the environment, usability, health, safety and beauty.

The Village of Green Trails is proud to be part of Chesterfield, MO and Tree Cities USA and part of a National Wildlife Federation Community Wildlife Habitat City that serves as a model for communities across America.

2015 GROUNDS CARE OPERATIONS

The Green Trails Park Board manages lawn care in 86 acres, forestry work in 96 acres, preservation, upkeep, erosion control, grounds improvements, and maintenance of the five-acre lake. The grounds work includes the easements, entrances, and park areas; the lawn, woodlands, wetlands, ravines, creeks and the lake. The Park Board contracts lawn care, forestry and grounds services, legal help and insurance. Park trustees manage maintenance and repairs, and supervise cleanup in the Parklands for an attractive, safe and pollution-free environment. On-going work also includes the monitoring and maintenance of the storm water facilities and the watershed to prevent and make repairs due to flooding, damage to grounds, sinkholes and pollution. The Park Board works with the utility providers, and professional grounds crew services for the benefit of the community.

Business decisions and grounds care programs continue to improve the quality of the community, and provide significant cost savings. Recent programs include the 'Grounds Inspection Program', the 'Scout Project', the 'Non-Biodegradable Waste Cleanup Project', a new accounting provider (saving around eight thousand dollars annually), erosion control programs, invasive plant and vine control, and others.

Regular inspections of the Parklands ensure a safe environment for residents. The all terrain utility vehicle (UV) accommodates thorough inspections of the grounds as well as on-site management of grounds projects. The utility vehicle has registered 616 miles in the last two years, and accommodated 85 hours of travel for close inspections. "No Shooting" signs have been posted where shootings have occurred, and campsites, traps and hunting blinds that were found have been removed. The grounds and woodlands are continually monitored for safety and security.

The current grounds maintenance service was contracted in 2012 and Green Trails now has an excellent grounds crew with superior equipment. Benefits include better quality mowing and services, and the condition and usability of the grounds have improved. There have been cost savings and benefits, including free dirt for grounds projects. The MO Forestry Department, MO Conservation Department, the Botanical Garden, MSD and Ameren are among the resources that have been used to help improve Green Trails Park grounds. The quality of the grounds have been reflected through the positive community feedback.

In Winter 2014-2015 the Park Board began several special grounds care and forestry projects. A very special project in the works is the newly-planted native plant Prairie on the South side of Ladue Road at Woods Mill, that was designed with help from the Missouri Conservation Dept. A test for controlling and eliminating wild grape vines that break and kill trees proved to be successful in

winter 2014, and that program will continue into phase II this winter. Also, the Park Board is happy to announce it has begun cleanup of non-biodegradable wastes in the common grounds, ravines and creek. It is especially important to manage the cleanup because some debris is hazardous to residents, pets and wildlife, and to prevent pollutants and toxins from being carried into the Creve Coeur watershed and Lake. Green Trails encourages residents to help with the cleanup of the common grounds. Please notify the Park Board of your efforts so your work can be recognized by the community. Also, please report dumping and areas that require attention.

Special thanks to Eagle Scout Stephen who restored the walking path in Green Trails Park near Green Trails School this spring, as his Eagle Scout community service project. Stephen and his group of volunteers cleared out overgrown plants and resurfaced the path with wood mulch that Stephen arranged to be delivered by Parkway Schools Grounds Dept. The path is beautiful. Thanks and congratulations on your Eagle Scout achievement, Stephen, and also thank you to your assistants for doing a great job.

Additional upcoming special projects include the entrance at Ladue and Woods Mill. Green Trails' goal is to construct a beautiful, new sign at the east entrance. If MoDOT returns land on the north side of the intersection to the Village of Green Trails, the ground quality and lawn will be improved. Green Trails no longer has legal access to Green Trails Park grounds south of Ladue Road near the Woods Mill intersection since MoDOT took Green Trails property by eminent domain and gave Green Trails access land to MCH Holdings/Chesterfield Montessori. Another upcoming challenge will be the revision of the outdated Village of Green Trails Indenture.



Green Trails Website

Green Trails' website is expanding! It is the goal of the Park Board to expand communications and provide information to property owners. Please visit the Village of Green Trails website.

www.villageofgreentrails.org

2015 Green Trails Budget

The 2015 operating budget includes revenues, amounts needed to fund the Village of Green Trails ongoing grounds care, operations, professional fees, insurance, reserve funding, increased insurance costs, and legal expenses which will include updating the Indenture.

VILLAGE OF GREEN TRAILS

INCOME STATEMENT

**2015
BUDGET**

Ref.

INCOME

TOTAL NET REVENUE	\$116,683.00	1
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OPERATING EXPENSE

GROUND OPERATIONS

Lawn Mowing	\$39,879.00	2
Tree/Shrub Removal	\$7,500.00	
Tree/shrub Maint-other	\$4,000.00	
Forestry Maintenance	\$4,500.00	3
Landscape Maint-other	\$1,542.00	
Erosion Control	\$6,000.00	
Environmental Cleanup	\$2,500.00	4
Lake Maintenance	\$3,200.00	5
Equip: Utility Vehicle	\$560.00	6

TOTAL GROUNDS EXPENSE	\$69,681.00	
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TOTAL INSURANCE	\$8,075.00	7
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ADMINISTRATIVE EXPENSE

Total Professional Fees

Accounting Service Contract	\$1,600.00	8
Accounting :other	\$1,000.00	
Legal/Attorney	\$25,000.00	9
Property Survey	\$0.00	
Collection	\$3,000.00	
Recording	\$500.00	

Total Professional Fees	\$31,100.00	
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Other Administrative Expense

Misc.	\$1,836.00	
Advertising	\$854.00	
Trustee Election	\$400.00	
Trustee Compensation	\$1,440.00	
Postage	\$680.00	
Printing & Copying	\$120.00	
Supplies	\$100.00	
Website	\$300.00	

Total Other Administrative Expense	\$5,730.00	
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TOTAL ADMINISTRATIVE EXPENSE	\$36,830.00	
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TOTAL OPERATING EXPENSE	\$114,586.00	
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OPERATING INCOME	\$2,097.00	
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TOTAL RESERVE FUNDING	\$2,097.00	10
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TOTAL NET INCOME	\$0.00	
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2015 Income Statement Budget Notes

The Village of Green Trails 2015 Income Statement Budget projects revenue and operational expenses as the Board carries out responsibilities prescribed in the Indenture. For 2015, a \$200 annual residential assessment results in a break-even budget with a marginal surplus of \$2097. Moved to reserves, the \$2097 budgeted surplus results in a budgeted year-end total cash balance of \$129,000. These cash reserves include funds for operational cash flow, capital improvements, emergencies and future maintenance/repairs.

Income Statement Budget highlights:

Ref. 1 The Net Revenue is based on a \$200 residential assessment and a \$400 commercial assessment.

Ref. 2 Lawn Mowing expense provides for 27 complete cuttings at a cost of \$1477 per cutting. Extended wet conditions and drought historically result in fewer complete cuttings (less than budgeted).

Ref. 3 Forestry Expense is new and provides for wood line control of tree killing vines and invasive honeysuckle.

Ref. 4 Environmental Cleanup funds a new program providing for the removal of materials adversely impacting property values and posing a threat to public health and safety. As the inaugural year, 2015 expenses are expected to be higher than following years due to 50 years of prior accumulation.

Ref. 5 Lake Maintenance funds the weed and algae control program.

Ref. 6 Equipment expense provides for the operation and maintenance of Green Trail's utility vehicle. This vehicle is fundamental to grounds safety, to grounds quality, and to cost containment responsibilities of the Board. Using this vehicle to perform inspections and onsite management duties, trustees save hundreds/month in outside land management fees.

Ref. 7 Insurance expense increases are significant and related to claim K083203 in 2014. Though the claim was denied, the high administrative/ legal costs (incurred by the carrier) has driven up available pricing.

Ref. 8 Accounting Service contract expense is \$200/month for CMA to provide accounting and financial reporting services. This new CMA contract/service replaces City and Village, for an expected cost savings of up to \$9,000 annually.

Ref. 9 Legal/Attorney fees in 2015 include funding to address issues relating to the Indenture, the legal governing document of Green Trails. 50 years old, the Indenture requires a long overdue update/revision to protect the interests of the Village and lot owners. No dedicated reserve for this purpose had been funded in prior years.

Ref. 10 Reserve Funding. Funds available after operating expenses go to reserve accounts, which provide for funding cash flow needs (operational reserves), for funding capital improvement reserves, or for other dedicated reserves.

Village of Green Trails

The Village of Green Trails was established in 1965. Green Trails was developed from rolling terrain, woodlands, cultivated fields and pastures in West St. Louis County, MO. Green Trails Park is one of the largest community-owned parks in St. Louis County. The Village of Green Trails became part of Chesterfield, MO when the City was formed in 1988. Green Trails woodlands and forest areas represent a valuable part of natural heritage and provide natural diversity and wildlife habitat.

Native Prairie

The Village of Green Trails is turning a two-acre field into a native plant prairie. The Green Trails prairie will incorporate a walking path, and will provide the opportunity to observe the plants, animals, and insects that share our Park. Colorful native perennial flowers and grasses were planted in Fall 2013. With each passing season you will be able to discover new plants and enjoy watching the prairie while it matures.

Riding/Walking Trails

When Green Trails Park was established in 1965, horse riding trails were designated. Today, remnants of the riding trails serve as walking trails.

Green Trails Creeks

Green Trails Creeks are part of the Creve Coeur watershed, and flow to the Creve Coeur Lake. It's important to keep the grounds and creeks free of pollutants to prevent damage to the environment.



Dumping and Littering is Prohibited In the Park!

Entangling debris, glass, metals, rusty objects, containers and other litter risk serious injury to residents, pets and wildlife when discarded in the Park and creek. Toxins can be released from some common household items, building materials, mechanical and electrical equipment when dumping, breakage and deterioration occur. Toxins (fluids, lead, mercury, PCBs, cadmium and asbestos) can cause illnesses, damage to the nervous system, impairment to the senses, some are carcinogens, and young children are very susceptible. Please help prevent pollution and health and safety hazards.

The Environmental Cleanup Project Has Begun.

Cleanup of non-biodegradable wastes will result in a cleaner, safer environment. The expense of the cleanup will be paid from the grounds care budget. City of Chesterfield Ordinance 374 prohibits dumping and offenders may be cited. Please help with the cleanup and report dumping to prevent environmental damage, health hazards and injuries.

Bulk Waste Pickup Service

Call Republic Services by Friday for pickup on the following Monday. Schedule pickup of two bulk items at no extra charge! 636-947-5959

Trash-at-curb time, per the Chesterfield ordinance, is no earlier than 5 PM.

Safety

Hunting, fires and shooting are **not** permitted in the Park. Please report safety concerns to the Chesterfield Police. 636-537-3000.

Leash Ordinance

Chesterfield and Green Trails Park require dogs to be leashed for the safety of your pets as well as others and their pets. Please pick up after your pets.

Run free!

Enjoy the Eberwein Dog Park in Chesterfield.
1627 Old Baxter Road 636-537-4000

Picture Perfect!

See beautiful photos of the park at the Village of Green Trails website. Visit villageofgreentrails.org and click 'It Takes a Village'.

Green Trails Board Meetings

Please attend the public meetings. Working sessions are closed meetings.

Park Trustees

The Village of Green Trails Board of Park Trustees:

David Kaplan
david_kaplan1@sbcglobal.net

Darla Gault
darla.d.g@sbcglobal.net

Harvey Rosenberg
harveyrosenberg@hotmail.com

Margaret Bour
mabourh7@hotmail.com

Jo Ann Black
jblackt@sbcglobal.net

Scott Clayman
scottcontact-gtboard@yahoo.com