

Village of Green Trails Association, Inc.  
Meeting Minutes  
June 12, 2024

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Chaired By: Mary Monachella

Attendees: Mark Cillo, Trevor Davies, Micah Roufa, Bob Williams, Caryn Carlie

Absent: None

Lot Owner Attendees: Ann Bearden, Ed Canada, Steve Fink

Meeting Called to Order: 7:00 p.m. City Hall

#### Approval of Minutes

Minutes from the 5/15/24 meeting were approved by email.

#### Finance and Administration Review

##### 1.) Board Changes:

- a. On 5/16/24 Mary accepted Tom Hornung's retirement as Trustee and Treasurer.
- b. On 5/20/24 Scott Masterson resigned his position as Trustee. Thank you Scott for your many years of volunteer service to the Association.
- c. On 5/20/24 Mary proposed the appointment of Trevor Davies as Trustee and Treasurer. Trevor accepted the appointment and role.

##### 2.) Board Assignments:

- a. Mary Monachella remains President; Bob Williams remains Vice President; Caryn Carlie remains Secretary; Trevor Davies accepts the position of Treasurer.
- b. Mary agrees to remain on the Board as President but asks for assistance from the Board to help tackle assignments.

##### 3.) Financial Review:

- a. The financial documents for May 2024 were reported by Trevor and accepted.
- b. An invoice from Country Tree for \$2,850.00 to remove 2 dead trees and 1 leaning tree was paid on 5/8/24.
- c. Scottsdale Insurance Company, the company we had used for our liability insurance coverage, stopped covering entities like ours. Our insurance broker went out for quotation. A new one year contract was signed on 6/1/24 with Western World Insurance. According to Western World, our Association should carry liability insurance coverage of \$6,000,000 rather than the \$8,000,000 we had previously carried coverage for. Our annual premium for this coverage level will cost the Association \$10,756.15 versus last year's cost of \$13,762.35, a savings of \$3,006.20 on liability insurance coverage. All other coverage remains the same.

##### 4.) Annual Assessments:

- a. The annual assessment was due 5/1/24. Thank you to those who have made payment.
- b. Homeowners are encouraged to contact the Board to work out a payment plan if needed. Once a payment plan is in place, additional fees and penalties stop accruing.
- c. Homeowners whose payments are greater than 30 days past due will receive a reminder letter from CPM (Community Property Management), the Village's management company.
- d. Every 30 days thereafter, CPM sends letters to homeowners who are late paying. After 4 letters have been sent (120 days lapsed), CPM reduces the frequency of sending letters to 60 days. CPM continues to send the letters every 60 days until the Board instructs CPM to take other action.
- e. CPM charges each homeowner's account \$25.00 for each letter sent (there is no charge for the first letter), but CPM invoices the Association each month \$25.00 for each letter sent to homeowners. The Association pays the invoice upon receipt. Eventually when the homeowner pays the assessment and late fees, the Association is reimbursed for the cost it laid out.
- f. There are 5 homeowners in significant arrears and the Board agreed to take the next step, one at a time, until each is resolved to our abilities.

## Grounds Review

- 1.) 111 N. Greentrails Drive:
  - a. 4/17/24: Crowder Construction bid \$4,850.00 to address the erosion issue. The bid included removing debris from the swale, adding two loads of clay soil to the washed-out area, reforming the swale and covering it with fabric and gabion rock, and included seeding and strawing grass damaged during the process. The Board approved the bid.
  - b. 5/27/24: Board approved Country Tree bid of \$8,200.00 to take out the trees that Metropolitan Forestry arborist identified for removal.
  - c. 6/6/24: Crowder bid \$1700.00 to haul and place 5 additional loads of clay soil to completely fill the rut. The Board approved the bid.
  - d. 6/10/24: County Tree completed the tree removal and Crowder Construction completed the erosion work. The total cost, not including the arborist's fee, was \$14,750.00.
  - e. Caryn to recommend ground cover, decorative grass or native plantings to help keep soil in place. The hill is too steep to cut.
- 2.) Bridge in Powerline field:
  - a. The bridge was removed. The banks were reinforced using remnants of the concrete from the destroyed bridge.
    - i. The side hill is dirt and it needs to be covered with ground cover or weeds. Caryn will speak to Terrill about ground cover.
  - b. Unnerstall is working on the sanitary sewer on Boxford Court and placing the removed dirt, debris and small concrete rocks in the Association's common ground on the east side of the Montessori parking lot. Unnerstall is abiding to the terms of the contract by removing and hauling off concrete pieces that were too large. Unnerstall is staying within the footprint outlined for the fill.
- 3.) Other projects:
  - a. 14370 Ladue Road – Terrill has cut the right of way section on S. Greentrails Drive and trimmed our tree hanging over the sidewalk. This is complete.
  - b. 375 Statesman Court – Can will contact Metropolitan Forestry arborist to meet us and the homeowner to discuss precarious tree.
  - c. 14066 Boxford Court - Caryn will check and report on the condition of the tree behind the house in the common ground.
  - d. 14211 / 14217 Parliament – Caryn to check to see if the dead limbs hanging over the side fence from the common ground has been addressed. Ameren was going to do some trimming.
  - e. 14369 Ladue – A dead tree limb overhanging the side fence from our common ground off Ladue Road does not appear ready to fall and does not appear to be large. No further action will be taken.
  - f. Terrill's To Do List –
    - i. 14281 Forest Crest Drive. Remove large dead tree. Bid 4/30/24 \$1,590.00
    - ii. 14366 Bramblewood Court. Remove dead or downed trees. No bid, pull tree into woods.
    - iii. 152 Saylesville Drive. Pull dead tree into the woods.
    - iv. End of Camberra Court. Need bid for large dead tree in the big field.

## Other Business

- 1.) To consider adding a line item to the budget for reserves for a bridge in the powerline field and/or lake improvements, the Board needs more information about the condition of the lake and how a plan to address its deficiencies.
- 2.) Mary requested that indentures of the subdivisions be posted to the Association website.
- 3.) The Association website has been updated with the name and contact information of the current Trustees.

## Upcoming Meeting

Wednesday July 17, 2024 at 7 p.m. at City Hall Room 101.