

Village of Green Trails Association, Inc
Meeting Minutes
December 10, 2024

The meeting was called to order by president Mary Monachella at 7:10 p.m. at City Hall. Trustees attending: Mark Cillo, Trevor Davies , Bob Willams, Absent: Caryn Carlie, Micah Roufa

1. The October minutes were approved via email and posted.
2. Trevor reported on financials through 11/30. There were no new invoices needing board approval. Budget ideas for 2025 will be discussed at the January meeting.
3. Report for the Corporate Transparency Act was filed by Ashley Rice at Danna McKitrick on our behalf. Invoice for \$300 is waiting for payment.
4. Mark reported that there was no unusual activity at the lake. He suggested we consider shoreline dredging (on the Ladue Road side) next September to deepen the lake a few feet out. Then fill in along the shore with rock to accommodate rising water. This would be similar to Chesterfield's Central Park Lake.
5. Grounds issues
 - Approved work by Terrill at contracted rate but not completed—
Clean out creek behind 188 Saylesville
Remove debris and brush in the field near Forest Crest
Trim the bushes along the creek next to 144 Saylesville
Remove dead tree at rear corner of 144 and common ground
Brush Hog the powerline field.
Ground was too wet/damp to risk damage. These jobs will be tackled when the ground freezes.
 - We approved the Terrill contract about planting ground cover on hill behind 111 N Greentrails Dr. However, it was too wet to take equipment up the hill, so the project will wait until spring.
 - Zac Terrill has given us a rough draft/estimate for a culvert style bridge to connect the sections of the powerline field. More information is needed so we will ask Zac to meet early next year.
 - We received a bid from DJM to remove the 90 ft tree resting precariously on the cliff behind 375 Statesman Court. It included some erosion

abatement. We asked Davy Tree for a second opinion. Although it was a tad less, the price is still very high. So we are weighing our options in light of arborists varying opinions.

6. Other Business'

- 138 South Greentrails Dr. is for sale again with a different realtor. Don't know what happened. The Village of Green Trails Association is the master association and so we should be asked to weigh in on whatever the plan is as well as the Ladue Woods/South Trails trustees (not Trails West trustees)
- In addition to the residents worried about the group at of dogs congregating near Green Trails Elementary, Chesterfield has gotten complaints from other owners about our leash law being too lenient. A discussion of changing the requirement is on the agenda for the Public Health and Safety Committee on Monday, December 16, 4 pm
- It appears someone is dumping trees on our common ground near Green Trails Elementary School. We need to investigate.

Adjourn—next meeting Wednesday, January 15, 2025 7pm City Hall.

Village of Green Trails Association, Inc
Meeting Minutes
October 15, 2024

The meeting was called to order by president Mary Monachella at 7:00 p.m. at City Hall.
Trustees attending: Caryn Carlie, Mark Cillo, Trevor Davies, Micah Roufa, Bob Williams
Guest Attendee: Ella Davies

1. The September minutes were approved via email and posted.
2. Trevor reported on the financials.
 - a. 21 owners have past due assessment accounts. Some payments still coming in.
 - b. Crowder invoice of \$4300 was incorrectly posted to Grounds Maintenance instead of Erosion Control. Trevor will advise Bobbie at CPM.
 - c. All CD interest and Synagogue payments are now posted through September on our statements.
 - d. Year to date income exceeds expenses and projection is the same to year end.
3. Mary reported that the Association must comply with the Corporate Transparency Act (CTA). Remember we are a corporation!
 - a. All trustees must submit identification with photo via passport or driver's license.
 - b. Ashley Rice at Danna McKittrick sent a secure link to each trustee to directly input their information and she will file our report under our tax ID by year end.
 - c. Stacy King at Danna McKittrick files the Association's corporate biennial report. The next report is due 5/01/2025, but we have until 8/31 to get it in.
4. Mark gave an update on the lake.
 - a. The lake is in good shape now and has been draining well after big rains.
 - b. Debris piles near the drain have been minimal. Mark pulled out a couple of logs-branches. Terrill Landscaping will come out when necessary to clear major clogs that tend to accumulate after giant storms.
 - c. Sonar from Mark's boat recorded depth from the boat bottom to the lake bottom at 8.5 ft in the deep section. At the shallow end by the shore, it's only 14 inches deep and lots of muck. (We may need some dredging.)
5. Grounds Report:
 - a. Homeowner at 188 Saylesville reported a clogged creek. Zac Terrill took a look. Terrill billed us for an early fall clean-up, but did not indicate if the creek was unclogged. Mary will check.

- b. Terrill 's invoice for the clean-up was \$1800 which is in line with the usual charge. Periodic clean-ups are part of our Terrill contract.
 - c. Mary and Zac Terrill viewed the bridge removal area on the 144 Saylesville side of the creek. Foliage/grass has filed in naturally over the exposed dirt so more ground cover is no longer needed. The bushes along the creek starting from the street and along the property at 144 Saylesville and on out to the open field need trimming. There is also a dead tree just past the rear corner of 144 Saylesville to be removed. Zac will perform this work and brush hog the field at the same time. The owner giving us moving access does not want damage from the larger brush hog. Terrill will send a bid is on this work.
 - d. Mary and Zac discussed a culvert bridge to allow mowers and people across the creek. Zac said he does those and would use the location of the prior bridge if possible and leave the small asphalt sections in place. He indicated the cost could be as low as \$25,000 plus permits.
 - e. Terrill to plant ground cover on the hill behind 111 N Greentrails in November. Bob spoke to the owner about water/wetness in one section at the bottom of the hill. Drainage off a property at the top is suspected. Mary will investigate our options with the City.
 - f. Board unanimously approved a bid from County Tree for work behind 14066 Boxford Ct. to drop a dead tree in the woods and leave the pieces. Cost is \$1300. Board also unanimously approved a bid from County Tree to drop 4 smaller dead trees behind 14046 Boxford Ct. and leave the pieces in the woods. Cost is \$1500.
6. New Business there were two items.
- a. The owner of the 3.05 acre lot at 138 South Greentrails (was Saphian Home) proposed subdividing the lot, adding a road off South Greentrails (up the hill) and building multiple residential homes. Chesterfield will be looking for Ladue Woods trustees to OK the plan as well as input from the rest of our Association. Our zoning has us bound together with a ratio of 1 acre per lot owner when combining all our subdivisions. We will try to keep residents informed as this progresses.
 - b. Apparently a "club" of dog owners started on our common ground and on the grounds of Green Trails Elementary. Dogs are off the leash and running after kids. A nearby sign says that "leash is required at sunset". Chesterfield ordinance states animals may be unleashed if they are less that 50 ft from a person whose commands they obey. Otherwise, the animal is at large and the owner is in violation. Also section 8.1(a) of our indenture prohibits annoying or offensive activity by animals on our grounds. Around 5:50-6:00 p.m. there may be 6-10 people with up to 15 or so dogs at the site. Mary will report to Chesterfield police for help.

Meeting adjourned at 8 p.m. November's meeting depends on room and trustee availability. See website for details.

Village of Green Trails Association, Inc.
Meeting Minutes
September 18, 2024

Chaired By: Mary Monachella

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

Absent: Mark Cillo

Attendees: Ed Canada, Cade Davies

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

Approval of Minutes

The August meeting was cancelled due to lack of a quorum. There were no minutes posted.

Minutes for the July meeting were approved by email.

Finance Review

- 1.) The financial documents for August were reviewed. Interest income on the bank CDs for the months of July and August (total of \$684.88) has been earned but not yet posted to the financials. Reserves for Road Maintenance – Synagogue are accrued but not yet posted to the financials. These items will be updated on the September reports.
- 2.) The maturity date of both of the Montgomery Bank CDs is 3/25/25, not 8/28/24.
- 3.) Mary to ask Danna McKittrick who will be completing our Corporate Transparency Act report.

Grounds Review

- 1.) Powerline field:
 - a. Mary to ask Terrill to brush hog the common ground near the Montessori school.
 - b. Mary to ask homeowner if Terrill has reduced the number of trips back and forth to the powerline field.
 - c. The areas where the bridge was located are to be returned to their natural state as much as possible. Terrill's bid of \$2,600.00 was challenged by the Board. Mary will relay our concerns to Terrill.
- 2.) Terrill completed these jobs:
 - a. 14281 Forest Crest Drive – remove dead tree in common ground at a cost of \$1,590.00.
 - b. 14366 Bramblewood Court – remove downed and dead trees in common ground at a cost of \$550.00.
 - c. End of Camberra Court – cut and remove dead tree in common ground at a cost of \$1,010.00.
- 3.) County Tree completed these jobs at a cost of \$3,000.00:
 - a. 14066 Boxford Court – cut and leave dead tree in common ground
 - b. 14171 Trailtop Drive – cut and leave dead trees in common ground
 - c. 14637 Lake Trails Ct. – cut and remove dead tree resting on lower utility wires.
- 4.) 375 Statesman Court:
 - a. There is a large tree of concern to be further evaluated for removal.
 - b. On 9/11/2024 Mary, Caryn, and Jim F. met with DJM, an erosion specialist the Association has worked with before on projects around the Village. DJM will submit a proposal to take out 2 smaller trees, fill the erosion site with rock, and remove the large oak tree.
 - c. On 8/14/2024 Board members met with an associate engineer from MSD who advised that MSD will not get involved with this project. He did suggest methods of controlling the erosion which included using a filter fabric or injecting foam caulk.
 - d. On 7/23/2024, Board members met with an engineer from the City of Chesterfield who recommended we engage MSD and also plant and encourage vegetation growth on top of the erosion site.
 - e. On 7/12/2024, Board members met with Metropolitan Forestry who recommended that two smaller trees directly on top of the eroded area be cut and left on the hillside to avoid a situation where they and their roots are ripped from the ground in a storm. The large tree could be trimmed to balance its weight distribution. The erosion site could possibly be manually imploded and filled with rip rap (more evaluation would be needed). Metropolitan will not offer a bid on this project.
- 5.) 111 N. Green Trails Drive:

- a. Crowder completed the rebuild of the swale at the top of the hill (\$4,850.00). County Tree completed the removal of the trees marked by Metropolitan Forestry (\$8,200.00). The goal was to route rainwater along the top of the hill and out over the ridge toward Ladue Road. The elevation of the swale is not conducive to this goal. A section of the grass area along the ridge needs to be removed so rainwater flows out of the swale and down toward Ladue Road. The remaining hillside, now almost exclusively dirt and tree stumps, needs to be planted with natives, etc. to minimize erosion.
 - b. The Crowder bid to excavate the swale to the crest of the hill \$1,485.00, to cut and leave one tree \$1,250.00 and cut and leave a second tree \$1,500.00 was approved by the Board and the work was completed September 12.
 - c. The Terrill bid to repair the hillside, including applying wattles \$3,000.00 has been approved by the Board and will commence when the weather cools.
 - d. Total project cost \$20,285.00.
 - e. Mary to inquire about homeowner's drain tile directed to discharge at property line to common ground – potential source of erosion issues.
- 6.) 14066 Boxford Court – the Board needs to spot the location of one dead tree.
 - 7.) 14046 Boxford Court – the homeowner has reported two dead trees across from his property. The Board needs to review this request.
 - 8.) 188 Saylesville – the homeowner reported that the creek in the common ground is clogged. Mary will ask Terrill to remove the obstruction.
 - 9.) 14581 Ladue Road – a small tree from the common ground is resting on the owner's fence. Terrill removed the tree on September 18 and the charge will be applied to the monthly bill.
 - 10.) 14211 & 14217 Parliament – a dead tree limb in common ground reported to be hanging over a fence was not found. This matter is closed.

Next Meeting

Tuesday October 15, 2024 at 7 p.m. at City Hall.

Village of Green Trails Association, Inc
Meeting Minutes
August 21, 2024

1. No Meeting held.
2. Next Meeting September 18, 7pm

Village of Green Trails Association, Inc.

Meeting Minutes

July 17, 2024

Chaired By: Mary Monachella

Attendees: Mark Cillo, Micah Roufa, Caryn Carlie

Absent: Trevor Davies, Bob Williams

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 6/12/24 meeting were approved by email.

Finance and Administration Review

- 1.) The Treasurer was absent, so the Treasurer's report-out of the June financial summary is postponed until the August meeting.
- 2.) Mary sorted, organized, consolidated Association files spanning from 1969. According to Danna McKittrick, the Association's law firm, retention requirements are 5 to 7 years. The files which started off as 30 boxes have been organized to just six. Mary will contact Go Daddy, who manages the Association's website, for information regarding digitizing these files.
- 3.) The owner of the gas station at the corner of Ladue Rd. and Green Trails Drive was in violation of the City of Chesterfield zoning ordinance that prohibits outdoor sales. This is why the snow cone stand is no longer there and why the pizza/ice cream food truck is not operating.

Grounds Review

- 1.) Powerline field
 - a. As reported in the June minutes, the bridge was removed and the stream banks were reinforced using remnants of the concrete from the destroyed bridge.
 - b. In exchange for removing the bridge at no cost to the Association, the Association agreed that Unnerstall could fill an area in the common ground, along the edge of the Montessori School parking lot, with concrete pieces from the work they performed for MSD. The filled area would then be topped with dirt, graded and seeded. Unnerstall received Ameren's approval for the volume of fill (clearance to the overhead power line was maintained) and received the Montessori's approval for access and equipment storage. Unnerstall was at the end of their work at the fill site and had applied dirt and graded.
 - c. A Village of Green Trails homeowner called the Department of Natural Resources and reported that the work was happening in a flood plain without a permit. The City of Chesterfield was alerted and reviewed the area and determined that since the area spilled into a flood area, an additional permit (an additional permit to that which had been obtained by MSD covering the work in the power line field) was required from either the Corp of Engineers or MSD. Unnerstall deemed the additional permit more difficult to get than just quitting the work. So, Unnerstall ripped out the fill material, restored the work area and left the premises.
 - d. As a result of the homeowner contacting the DNR:
 - i. Our attorney had to review our contract with Unnerstall for breach of contract by the Association; breach did not occur.
 - ii. Unnerstall was advising the Association on a culvert-style bridge as a viable replacement to the bridge that was removed. Unnerstall advised that this type of bridge should be a lower cost option than a standard bridge. They were going to assist the Association with this replacement. Working with Unnerstall on this is no longer an option.
 - iii. A low spot, where rainwater is pooling, remains in the field outside of the Montessori School. Unless it's repaired, future mowing could be a problem should equipment get stuck in the mud. The Association does not have authority to add dirt to fill the low spot. Instead, the Association will have to contact MSD and push to require they do it. As part of the original scope of work, MSD is also required to restore the field to a natural state.

- e. The flat spots where the bridge once attached to the land need to be restored. The asphalt, gravel and rock areas need to be returned to their natural state. Terrill is bidding on this work. Seeding will have to wait for cooler weather.
- 2.) Terrill's Action Items
 - a. 14281 Forest Crest Drive – remove dead tree in common ground. Bid \$1,590.00 on 4/30/24 has been approved.
 - b. 14366 Bramblewood Court – remove downed and dead trees in common ground. No bid. Pull tree into the woods.
 - c. End of Camberra Court – cut and remove dead tree in common ground. Bid \$1,010.00 in June.
- 3.) County Tree Action Items – Mary to get bids.
 - a. 14066 Boxford Court – cut and leave dead tree in common ground
 - b. 14171 Trailtop Drive – cut and leave dead trees in common ground
 - c. 14637 Lake Trails Ct. – cut and remove dead tree resting on lower utility wires.
- 4.) 375 Statesman Court
 - a. There is a patch of unstable land in the common grounds. Underneath the surface of the land, the ground is hollow. There is a danger that the land could implode, a large tree could fall on a homeowner's property and damage could be done to the power lines.
 - b. Metropolitan Forestry gave us an opinion on how to handle the situation and recommends placing a warning sign at the entrance to this area and consulting with MSD, Ameren, and City of Chesterfield representatives.
 - c. Mary is seeking the assistance of Public Works for the City of Chesterfield, for input and to help engage MSD.
- 5.) 111 N. Green Trails Drive
 - a. Crowder completed the rebuild of the swale at the hill top. County Tree completed the removal of the trees marked by Metropolitan Forestry.
 - b. The goal was to route rainwater along the top of the hill and out over the ridge toward Ladue Road. The elevation of the swell is not conducive to this goal. A section of the grass area along the ridge needs to be removed so rainwater flows out of the swale and down toward Ladue Road. Caryn will get bids from Crowder and Terrill.
 - c. The remaining hillside, now almost exclusively dirt and tree stumps, needs to be planted with natives, etc. to minimize erosion. While we wait for the natives to take hold, stages of straw wattle need to be placed.
 - d. This project has a high priority.
- 6.) 121 N. Green Trails Drive – The Board agreed to look at trees that may become a problem.
- 7.) 188 Saylesville
 - a. A portion of the creek is clogged with plastic tarp and branch debris. Caryn to speak to the trustees on Lake on White Road (who share property ownership with the Association).
- 8.) 14211 & 14217 Parliament – dead tree limb in common ground hanging over a fence. The Board needs to look at this.

Lake Review

- 1.) Current Observations
 - a. On July 11th, using a sonar device, Mark measured the depth of the lake at various points. (All measurements are approximate.) The deepest points of the lake are on the south side (the far side from Ladue Rd.) where it measured 9'-10.5'. Closer to the island and on the south side it measured 8'. On the side closest to Ladue Rd. it measured 6'. In dry periods, like September, these measurements will fall by 2'.
 - b. The grate is effective at maintaining the lake depth. The grate needs to be kept clear of sticks and debris.
 - c. There is a tremendous amount of sediment, especially on the Ladue Rd. side of the lake.
 - d. The minimum depth should be maintained at 4' to house fish.

- e. MSD requires the 10" PVC pipe remain at a certain height.

- f. MSD considers this pond their drainage pond.

2.) Action Items

- a. What small or regular steps can be taken to keep the lake depth 18" deeper than it is now?

- b. The sonar equipment can take images of the bottom of the lake.

Next Meeting

Tuesday August 20, 2024 at 7 p.m. at City Hall

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

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.

Village of Green Trails Association, Inc.
Annual Meeting Minutes
May 15, 2024

Chaired By: Mary Monachella

Attendees: Mark Cillo, Tom Hornung, Scott Masterson, Micah Roufa, Bob Williams, Caryn Carlie

Absent: None

Lot Owner Attendees: Ann Bearden, Rick Butler, Dr. Natasha Connally, Trevor Davies, Carl and Jan Hermann, Christina Mulvenna, Eli Snir

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

Trustee Election Results

Ballots for the annual election of trustees were due May 13th.

Homeowners reelected Mary Monachella (58 votes) and elected Mark Cillo (49 votes) to the Board.

Mary announced that Tom Hornung is retiring. Thank you Tom, for your seven years of dedicated service.

Approval of Minutes

Minutes from the April 17, 2024 meeting were approved by email.

Finance and Administration Review

- 1.) The financial documents for the year ending 2023 were reviewed. There were no questions.
- 2.) The annual budget for 2024 shows an excess of expenses over revenue in the amount of approximately \$43,000. Based on the assets we have on hand, we can cover this shortfall at this time. However, the Board continues to identify that future assessments may need to be raised to cover possible on-going yearly losses.
- 3.) The financial documents for April 2024 were reviewed and accepted.
- 4.) Tom explained the process our management company uses to inform homeowners when their assessment payment is late.
 - a. Step 1: Assessments are due 30 days after billings are sent out.
 - b. Step 2: Every 30 days thereafter, our management company sends letters to homeowners who are late in paying. After 4 letters have been sent (120 days lapsed), our management company reduces the frequency of sending these letters to 60 days. The management company continues to send the letters every 60 days until the Board instructs the management company to take other action.
 - c. The management company charges each homeowner's account \$25.00 for each letter sent, but, the management company invoices the Association each month \$25.00 for each letter sent to homeowners. The Association pays the invoice upon receipt. Eventually when the homeowners pay the assessment and late fees, the Association is reimbursed for the cost they have laid out.
 - d. As of 4/30/24, there are a total of 10 homeowners who owe the Association a total of \$14,335.00 and whom are more than 90 days overdue in making payment.
- 5.) Scottsdale Insurance Company who carries our Commercial General Liability Policy, has declined to renew policies of this nature. Our insurance broker is collecting bids and expects to present options within the month.
- 6.) The Board agreed to include the subject of reserves to fund storm issues, the lake and the bridge on future agendas.

Grounds Review

- 1.) Year 2023 Grounds Recap
 - a. Mowing Contract – The mowing contract was up for renewal. Previously, the Association had a five year contract with Terrill. Nine companies were given the opportunity to bid but only three companies responded to the RFQ. Terrill provided the most competitive bid. A three-year contract was signed with Terrill covering the mowing seasons for 2024, 2025 and 2026.
 - b. Erosion - Two erosions projects were completed in 2023 in the areas of 14079 Camberra Court and 14375 Ladue Road. As rains increase in volume and severity, erosion can become an issue. Please inform the Board of things you see becoming a problem.
 - c. Lake – In 2022, MSD referred to the lake as a “retention pond” and required that we lower the depth of the lake to the depth indicated on the 2007/2008 plans for the spillway. During 2024, the Board

anticipates hiring a company to measure the depth of the lake, assess the current state of the lake, and evaluate the need to remove silt.

- d. Grounds Projects – An increase in the amount of the annual assessment and the settlement of the contract issue with the Synagogue provided the Association with funds to catch up on a backlog of grounds projects. In 2023 27 grounds projects were completed at a cost of approximately \$69,000.00. In 2022, approximately \$25,000.00 was spent on grounds projects. Homeowners and our mowing contractor bring issues forward to the Board. The Board carefully considers each request, assures the location of the issue is indeed on common ground owned by the Association, can be safely handled by our select vendors, gets completed properly and the funds expended are in the best interest of all 637 lot owners.
- e. Trees – there were no trees planted in 2023.

2.) 2024 Grounds Update

- a. A homeowner on Boxford Court reported that MSD unnecessarily removed trees around the creek on Boxford Court and now the remaining trees are leaning. This is not an Association issue, and Mary provided the homeowner her contact at MSD.
- b. The same homeowner reported a dead tree in what appears to be the Association's common ground behind her property. The Board will evaluate the tree and check for erosion issues.
- c. During the month of May 2024, the Association and Unnerstall Contracting Company (UCC) signed an agreement for UCC to demolish the bridge in the power line field and shore up the creek bed at no cost to the Association in exchange to fill the existing slope along the parking lot of the Montessori School with broken concrete pieces no larger than 12 inches and finish the upper six inches of the fill with small rock, uniformly graded dirt and then plant with fescue seed and fertilizer with straw. The Board will evaluate the request for a new bridge along with other needs the Association must address.
- d. 375 Statesman Court – there is a second tree issue that we may want Metropolitan Tree or Davey Tree to evaluate.
- e. 111 North Green Trails Drive – the arborist will be asked to come back to the property to mark which trees, specifically, should be removed.
- f. 14426 Ladue Road – need to get bids, Terrill doesn't climb trees and can't do the work.
- g. A tree in the common ground at Camberra Court laying on the ground needs to be dragged to the woods.
- h. The Synagogue has presented a Site Plan to the City of Chesterfield to expand their facility. The roadway over the lake spillway is owned by the Village. The roadway is not designed to carry heavy construction traffic. In order to protect the long-term integrity of the roadway and the spillway, the Village will not give the Synagogue permission to use the roadway for construction. The Association made this known at Chesterfield's Planning Commission meeting for this site plan and asked the Planning Department of the City of Chesterfield to require a separate construction entrance for this project. The construction contractor and architect for the Synagogue project heard and acknowledged our request. Brayhill Court is a public road and the Planning Department is advising the Synagogue to use that drive as the construction entrance for this project. Mary spoke to our attorney at Danna McKittrick and he advised that the Association can close the spillway road if our last agreement (ending the lawsuit) is violated.

Other Business

- a. The Board approved Tom helping for a few weeks as we change to a new treasurer.
- b. It was decided to postpone a discussion about Board of Director officer assignments until the June meeting.

Upcoming Meeting

Wednesday June 12, 2024 at 7 p.m. at City Hall Room 101.

Village of Green Trails Association, Inc.

Minutes

April 17, 2024

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Micah Roufa, Bob Williams, Caryn Carlie

Absent: None

Lot Owner Attendees: Ed Canada, Brian Curran, Trevor Davies, Henry DeWoskin, Steve Finke, Cory Greene, Gary and Patty Heitz, Gary Mathis, Susan Mathis, David Rosenstock, Patricia Skinner, Allen Skinner, Danielle Smith

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

Approval of Minutes

Minutes from the March 20, 2024 meeting were approved by email.

Finance and Administration Review

- 1.) The financial documents for the month of March were reviewed and accepted.
- 2.) The 2024 annual budget shows expenditures exceeding revenue by \$43,475.00.
- 3.) An invoice for Kwik Kopy in the amount of \$843.99 for printing for the ballot mailer was approved on 4/13/24.
- 4.) There were six mailed ballots returned for various reasons.
 - a. 14087 Ladue Road owner has not been receiving mailings, including annual assessment notices. The owner is in arrears in assessment fees and associated late fees. Mary will speak with CPM regarding how the home ownership transfer was missed and the responsibility of CPM to contact the homeowner about past due invoices.
 - b. Mary will verify the addresses on file for the remaining 5 ballots that were returned.
- 5.) The annual meeting is scheduled for May 15, 2024.
- 6.) The Synagogue has presented a Site Plan to the City of Chesterfield to expand their facility. The roadway over the lake spillway is owned by the Village. The roadway is not designed to carry heavy construction traffic. In order to protect the long-term integrity of the roadway and the spillway, the Village will not give the Synagogue permission to use the roadway for construction. The Association made this known at Chesterfield's Planning Commission meeting for this site plan and asked the Planning Department of the City of Chesterfield to require a separate construction entrance for this project. The construction contractor and architect for the Synagogue project heard and acknowledged our request. Brayhill Court is a public road and the Planning Department is advising the Synagogue to use that drive as the construction entrance for this project. Mary spoke to our attorney at Danna McKittrick and he advised that the Association can close the spillway road if our last agreement (ending the lawsuit) is violated.
- 7.) It was decided to postpone a discussion about Board of Director officer assignments until the June meeting.

Grounds Review

- 1.) Erosion at 111 N. Green Trails Drive
 - a. An arborist has evaluated the whole hillside and recommends removal of one tree near the owner's garage and those trees that appear to be compromised on closer investigation and clean-up of other foliage and debris on the hillside; recommending the work begin immediately. Omni Tree Service will provide the Board with a written estimate for this work.
 - b. Kuesel and Crowder have both evaluated the site and made a recommendation regarding the erosion. Both evaluations were similar. The berm has been breached, needs to be cleaned out, dug out deeper, and stabilized with cloth and rock. Then the lower culvert needs to be cleaned out and filled with 2-3 truckloads of clay soil and rock. There will still be water runoff, but it should be curtailed significantly. The lead time is about 8 weeks. The estimated cost is \$4,800.00 for the erosion portion. Once the Board receives Crowder's written estimate, the board will review/approve it.
 - c. Terrill will be given the responsibility to clean out and maintain the rebuilt berm and culvert.
- 2.) MSD is close to finishing sanitary sewer work in our common ground in the power line field.
- 3.) Terrill is entering the powerline field to mow via the side yard of an owner who volunteered that access.
- 4.) Terrill has not returned a bid for removal of a dead tree behind 14281 Forest Crest Drive. Will ask County Tree for a bid.

- 5.) Need a bid from County Tree for a tree issue near 171 Gunston Hall leaning toward the neighbor and dead trees behind 14591 Ladue Road.
- 6.) These projects still need to be acted on:
 - a. 14369 Ladue Road – dead tree limbs overhanging fence.
 - b. 14211 Parliament Drive – dead tree limbs overhanging from 14217 Parliament.
 - c. Select company to evaluate the depth of the lake.
- 7.) The bridge in the powerline field
 - a. Minutes from previous board meetings (12/11/19, 1/8/20, 11/17/20, 5/19/21, 4/20/22, 5/18/22, 6/22/22, 7/13/22, 1/8/23, 2/15/23 and 5/17/23) make record of discussions that have occurred regarding the bridge in the power line field.
 - b. Brucker Engineering Company, Contech Engineering Company and Vestal Corporation have each conducted a visual inspection of the bridge. Brucker Engineering Company concluded, in their report dated November 6, 2019: “The bridge is supported by eight concrete piers – four on each side of the stream and two concrete abutments. The stream has eroded the soil around the piers. The bottoms of some of the piers is visible. One pier appeared to be broken at the water line. We estimated there has been seven to eight feet of soil eroded around the piers. The south abutment footing is partially undermined. In our opinion and per generally accepted industry standards, the erosion has severely compromised the bridge support and the bridge is unsafe. We recommend the bridge be immediately closed to all traffic and be removed as soon as possible.” Contech’s opinion was similar as was Vestal’s opinion. Other individuals with experience in construction have visually inspected the bridge and concluded the same.
 - c. The current Board is not in favor of engaging an engineering firm to provide a structural analysis and written evaluation at a cost of thousands of dollars to the Village, given that the bridge is in obvious disrepair. Further, the current Board is of the opinion that no legitimate construction company would undertake repairing the bridge given its poor structural soundness and the unknown variables this presents.
 - d. The Board recognized the opportunity that might exist that one of the companies doing work in the power line field as part of the MSD project might be in a position to remove the bridge. Removing the bridge would require heavy equipment, skilled labor and know-how. Unnerstall Construction Company, from Washington Missouri, working on the MSD project, was approached by the Board on March 8, 2024. Unnerstall seemed receptive to the idea. On March 27, 2024, the Board voted to negotiate with Unnerstall Construction for removal of the bridge.
 - e. The negotiations with Unnerstall include
 - i. Unnerstall agrees to demolish and remove the bridge at no cost to the Village. The concrete material from the bridge will be broken into manageable pieces and placed along the bank of the creek for stabilization. Other parts of the bridge that are not used for stabilization will be disposed of by Unnerstall according to material type. Disturbed grassy areas will be graded then planted with Fescue seed and straw.
 - ii. In exchange, our Association gives permission to Unnerstall to transport pieces of broken concrete, clay and silty clay (not larger than 12” per piece) to our powerline field. This material will be used as fill and placed on Village property beginning at the Montessori School along the southeastern edge of the parking lot following the current elevation slope. The upper six inches of fill will be void of concrete or rock larger than two inches. Upon completion of the fill operation, Unnerstall will uniformly grade the dirt and then plant Fescue seed and fertilizer with straw.
 - iii. Unnerstall has provided the Board email communication Unnerstall received from Ameren where Ameren has giving approval for the fill and grading changes and acknowledges that clearance requirements (to the overhead transmission lines) will be met.
 - iv. Unnerstall has provided the Board email communication Unnerstall received from Chesterfield Montessori School granting Unnerstall access to their property.
 - v. MSD has stated in writing that they have no jurisdiction over the bridge removal. However, Unnerstall is working for MSD when they place the fill material in our field.

- vi. Unnerstall submitted a draft agreement to the Board on April 17, 2024. At the board meeting, the Board submitted their suggested revisions to Mary Monachella.
- vii. Unnerstall needs to commence on the bridge removal while their equipment is still in the field.
- f. The Board contacted Ameren 3/27/24. They will install their own temporary bridge if/when access is needed.
- g. Homeowners present at the board meeting expressed their concerns about removing the bridge without an immediate replacement. The Board's position is that the bridge is unsafe and a liability for the Association and that the opportunity to remove the bridge at no cost to the Association is in our best interest. Maintenance of this portion of the field is being handled and a new bridge will be considered at a future time.

Other Business

152 Saylesville Drive, need tree removed.

Upcoming Meeting

Annual Meeting Wednesday May 15 at 7 p.m. at City Hall Room 101.

Village of Green Trails Association, Inc.

Minutes

March 20, 2024

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Micah Roufa, Bob Williams, Caryn Carlie

Absent: None

Lot Owner Attendees: Ed Canada, Steve Finke, Gary and Patty Heitz

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

Approval of Minutes

Minutes from the February 21, 2024 meeting were approved by email.

Finance and Administration Review

- 1.) The financial documents for the month of February were reviewed and accepted.
- 2.) The 2024 budget approved in December projects that expenses will exceed revenue. The Board anticipates costs will continue to rise this year, especially for insurance. A discussion about rates for next year would occur late in 2024.
- 3.) The 2024 one-year contract renewal for Lake Management Services, Inc., was approved by the Board. Lake Management maintains the lake. The services include monthly weed and algae control, the application of alum to reduce algae growth, the application of colorant to inhibit weed growth and the application of Bacti-Klear to reduce lake odors. (Terms of the contract show not a significant increase in rates.)
- 4.) The Corporate Transparency Act went into effect 1/1/2024 and requires entities like ours to disclose select personal information about its board members. A Federal District Court ruled that Act unconstitutional but did not issue a nationwide injunction. The Board and our attorney will watch the development of this Act. Our filing, should it be required, is due 1/1/2025.
- 5.) The Board reviewed the letters that will be distributed to homeowners as enclosures in the soon-to-be mailed ballot and assessment billing.
- 6.) Scottsdale, our insurance carrier for liability insurance, has made a corporate decision to discontinue our kind of coverage. Our insurance broker has multiple bids out looking for a new carrier.

Grounds Review

- 1.) MSD continues to do work in our common ground in the power line field.
- 2.) Terrill began mowing for the new season.
- 3.) Bamboo is growing in the common ground on the hill behind a home on Boxford Court. Mary has reached out to the homeowner to gather information so we can assess what steps may need to be taken.
- 4.) The steep hill behind 111 N. Greentrails Dr. is eroding. The Board will have an arborist examine the area. The Board has had one excavating contractor examine the area and will obtain another opinion from a second contractor. We will request a quotation from Kuesel. Crowder will be contacted for a second opinion.
- 5.) The bridge in the common ground in the power line field was deemed unsafe by an engineering firm and should be removed. Unnerstall, the contractor doing work on the MSD project in the area, has said he will consider removing the bridge at no cost to the Village in exchange for spreading dirt (dug up from underneath the street portion of the project) in the powerline field. This could be a cost savings for the Village. The Board is exploring this proposal.
- 6.) Without the bridge, access to the south side of the common ground in the power line field would be eliminated. The mowers need access to the field to cut the grass. The Board is reviewing the options for access. Those options include a.) a pathway along the southern edge of the creek, within Village common ground property, b.) access via a homeowner's driveway off Saylesville and c.) access via Lake on White Road. There are issues with all three options. Option a.) issues are that there is an unresolved disagreement between the homeowner and the Board on the amount of common ground property available along the creek for the mower and the concern that mower access there will cause erosion issues along the property line. The homeowner is opposed to this option. Although the homeowner has offered access to the mower via their property, for a fee. Option b.) a different homeowner has given approval to traverse his property. Option c.) the Board has been unable to discuss with the trustees of Lake on White Road.

- 7.) This spring the Board will review the dead tree limbs from our common ground that are hanging over a homeowner's fence at 14369 Ladue Road.
- 8.) This spring the Board will review what is left of trees that are in our common ground that were trimmed by Ameren and are hanging over a homeowner's fence at 14211 Parliament Drive.
- 9.) The Board will begin selecting a company to measure the depth of the lake (at Ladue and Portico Dr.).

Other Business

- 1.) The synagogue has approached the City of Chesterfield with a proposal to amend their site. The Village's agreement with the synagogue includes language in the settlement that heavy loads cannot cross the spillway road.
- 2.) Drivers are speeding downhill on N. Greentrails Drive. There is no posted speed limit sign coming south from the highest point to Ladue. Concerned homeowners should bring this issue to Chesterfield Police Department.

Upcoming Meetings

Next Meeting Wednesday April 17 at 7 p.m. at City Hall Room 101.

Annual Meeting Wednesday May 15 at 7 p.m. at City Hall Room 101.

Village of Green Trails Association, Inc.

Minutes

February 21, 2024

Chaired By: Mary Monachella

Attendees: Tom Hornung, Scott Masterson, Micah Roufa, Bob Williams, Caryn Carlie

Absent: None

Lot Owner Attendees: None

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

Approval of Minutes

Minutes from the January 17, 2024 meeting were approved by email.

Finance Review

- 1.) The financial documents for the month of January were reviewed and accepted.
- 2.) The board approved reimbursement to Mary \$400.00 for the cost of renewal of our USPS post office box.
- 3.) On January 20, 2024, the board approved a 3-year contract with Community Property Management. This is our second 3-year contract with CPM. CPM acts as the Village's agent to collect assessments, keeps records of income and expenditures, maintains files and pays invoices.
- 4.) The correct mailing address for our association is
Village of Green Trails Association, Inc. 1100 Town & Country Commons Dr. #7535 Chesterfield, MO. 63006.
Be sure to write #7535, not Unit 7535.

Grounds Review

- 1.) MSD is doing work in our common ground in the power line field. Their easement agreement with the Village requires that no planting in the easement area is required, hence once their work has been completed, they will not replace the prairie to its prior condition. Instead, MSD will put down grass seed and straw. The Board is considering planting the prairie on the opposite side of the field and will ask MSD to help with our cost of seeding the prairie by contributing seed or giving cash instead of seed. Also, the Board will ask MSD or MSD contractors who currently have their equipment in the common ground if they will remove the defunct bridge.
- 2.) Terrill is surveying the Village common grounds for any issues as part of spring clean-up. They cleared dead trees behind 14048 Calcutta at a cost of \$500.00
- 3.) Trees fell from our common ground into the rear yard and pool at 111 N. Greentrails Dr. No one was injured. County Tree removed the tree at a cost of \$1,700.00.
- 4.) The steep hill behind 111 N. Greentrails Dr. is eroding. The erosion needs to be addressed. The Board will seek bids from Crowder and Kusel.
- 5.) A homeowner on Boxford Court has reported bamboo growing in our common ground on the hill behind his property. The Board is assessing the extent of the bamboo and what options are to contain it or remove it.
- 6.) This spring the Board will review the dead tree limbs from our common ground that are hanging over a homeowner's fence at 14369 Ladue Road.
- 7.) This spring the Board will review what is left of trees that are in our common ground that were trimmed by Ameren and are hanging over a homeowner's fence at 14211 Parliament Drive.
- 8.) The Board will begin selecting a company to measure the depth of the lake (at Ladue and Portico Dr.).

Other Business

- 1.) The Corporate Transparency Act which went into effect January 1, 2024, requires "reporting companies" in the United States to disclose information regarding its beneficial owners. The definition of beneficial owner in this case includes Board members. The Village attorney will direct the Board how to report. Filings are due January 1, 2025.
- 2.) The Board is reviewing the schedule for the Annual Meeting and the ballot mailing.

Next Meeting

Wednesday March 20, 2024 at 7 p.m. at City Hall.

Village of Green Trails Association, Inc.

Minutes

January 17, 2024

Chaired By: Mary Monachella

Attendees: Tom Hornung, Bob Williams, Caryn Carlie

Absent: Scott Masterson, Micah Roufa

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

Approval of Minutes

There was not a quorum for the December meeting. Minutes were recorded and posted on the Village website.

Finance Review

- 1.) The financial documents for the month of December were reviewed and accepted.
- 2.) Two bank CD's mature 01/28/24. The Board will review the options to reinvest the funds closer to maturity.
- 3.) The 2024 budget was presented and approved with a vote of 4-0.
- 4.) Three contracts were discussed:
 - a. The Go-Daddy contract was renewed for a three-year period at a total cost of \$395.81 (\$131.94 per year). This service provides domain protection for our website.
 - b. The Terrill contract was renewed for a three-year period. Terrill mows the common ground and performs clean up as assigned. Five companies were given the opportunity to quote; 4 declined and 1 presented a bid that could not match the services and price Terrill proposed.
 - c. The Community Property Management contract is under negotiation. CPM acts as the Village's agent to collect assessments, keeps records of income and expenditures, maintains files and pays invoices. The Board is requesting that CPM tailor the language in the contract to align more closely with the Village's needs.

Grounds Review

- 1.) The MSD project in the common ground by the Montessori School has disrupted the prairie and grass lands. The Board has expressed our concern to MSD. MSD confirms the grassland will be restored. The Board will call MSD to clarify that the prairie land will also be restored.
- 2.) The bridge in the common ground behind the Montessori School is not stable. Mowers can no longer access the common ground via this bridge. The Board has reviewed options with Terrill and Terrill confirms there is enough land within Village property lines along the south side of the creek bed to accommodate mower access. A few trees inside the creek area and within the property line will need to be removed to provide clear access. Terrill will review this option again in the spring and then provide a bid for tree removal, and ground cover to protect from erosion, if needed.
- 3.) Dead honeysuckle and other vines need to be removed. The Board will review this in the spring when the live foliage greens up.
- 4.) The presence of bamboo has been reported on the Association's common ground behind a home on Boxwood Court. The bamboo is located on a steep hill. The Board will contact the Missouri Botanical Garden and landscaping companies to get suggestions on how to eradicate it while protecting the area from erosion.
- 5.) These projects will be reviewed during the spring:
 - a. Dead tree limbs overhanging a fence from our common ground at 14369 Ladue Road.
 - b. Dead tree limbs overhanging a fence from our common ground at 14211 and 14217 Parliament.
 - c. Erosion in the gully on the hill behind 111 N. Greentrails Drive.
 - d. Select a company to measure the depth of the lake.

Next Meeting

Wednesday February 21, 2024 at 7 p.m. Location TBD.