

**GREEWAY FIELDS HOMES ASSOCIATION
GHFA BOARD MEETING - Meeting Minutes
MARCH 20, 2017 – 6 PM at Clem Helmstetter home – 6430 Wornall Ter**

1. Call to order- 6:19 at 6430 Wornall Terr

Board Member Present- Clem Helmstetter, Jeanette, LePique, Joe Cherrito, Bob Deeg, Sarah McCracken, Beth Noble, Derek Ramsay

2. Review / approve agenda

3. Open issues:

- a. Review / approve minutes from Feb 2017 GHFA meeting
Minutes approved
- b. Mark One landscape damages Wornall Rd – Soil Service resent invoice to Carl Privitera III for payment in amount of \$3,137. Hope to have payment within 30 days.

Clem discussed with Mark One and they have agreed to pay and have been invoiced by Soil Services directly

4. New business:

a. Finance update:

- i. Discovering numerous unpaid vendor invoices – will be covered under respective topic
- ii. GFNCID annual meeting was held in public on March 11th. GFNCID board of director's request GFHA board approve moving all major maintenance funds into a 3rd bank account which will be a sub account of GFNCID. This is to balance financial ledger and avoid any question from City Council or MO State Auditor annual filings.
 1. Held on March 11th -@ MO Bank. CID board recommended creation of 3rd bank account for major maintenance: Motion Below

Clem, motion to approve creation of a 3rd bank account with CCB that will be a sub account ending in: #4478, titled: GFNCIDMM – (Major Maintenance). At each FYE (April 30th) the surplus within GFNCID (above and beyond annual approved operating budget) will be moved into major maintenance fund, that can be used for anything unexpected around improvements / maintenance within the district per GFNCID bylaws. MOTION APPROVED by GFHA Board

- iii. Bank update – Country Club Bank – replacement of signature cards with Authorization agreement with CCB. Eliminates need to remove old board directors when departing.

Clem, motion to approve authorization agreements for (2) active accounts, GFHA & GFNCID and (1) proposed account (GFNICDMM) major maintenance. Signature files are to be signed at the meeting, then to HAKC for final submission. MOTION APPROVED by GFHA Board.

- iv. Treasure update
Finances are on track for both GFHA and GFNCID
- v. Church invoices – pending info if they have been invoiced / paid for 2017 – deposits as an income into GFHA funds.
Church has not paid for 2017
- vi. Insurance lapsed – has been resolved with our insurance provided, HA-KC / Treasurer / President. HA-KC will no longer sign our legal documents and must be signed by active president. These items are not up for a vote, they a business as usual, already in approved budget. Information only, there is a GFHA & GFNCID nonprofit insurance policy, each has important protections that must be maintained for liability.
Because of this insurance lapsed for both GFHA and GFNCID. Both are now renewed
- vii. GHFA Annual payment letter – Was this sent in Jan 2017, do not recall seeing. It serves two purposes – legal notice of GFHA dues and to typically used to notify of the annual meeting / breakfast. If this has not been sent HA-KC will still need to send for 2017.

Clem will confirm with HA-KC that this letter was sent to all homes in GFHA. If not, we will request they send the letter ASAP.

- viii. GFNCID – Annual parcel assessment. Annual requirement of the CID to allow Jackson County to assess all the parcels within our district. Does anyone know if this was completed in 2016?
Clem will confirm that HA-KC submitted that info to Jackson County for 2016, and request that they continue to do in the future.

b. Snowplow 2016 /2017

- i. Vendor Kyle Rose with Rose property mgmt. reports invoices were not paid from last year. Clem advise to send over ASAP to HA-KC and Sarah or Clem will review / approve.
Two snowplow/salt events have been unpaid for 2016/2017 winter. Contractor has been requested to submit invoices to HA-KC for payment.

c. Board member resignation

- i. David Slawson has resigned. Bylaws do not require a replacement – board discussion.
MOTION: Contact John Weber to offer him appointment to fulfill David's seat. APPROVED BY GFHA Board. *Bob will contact John and make the offer.*

d. Landscaping

- i. Clem meet with Soil Services – past confusion, billing, late payments equal lack of work, etc.
- ii. Proposed Soil Service Contract going forward
 - 1. Overall trend – landscape is good for a few years, then goes lacking during board transitions, due to miss communication etc, and then we are always back at major repair instead of general maintenance. A long-term contract will be good for GFNCID and help keep our landscaping from lacking any transitions. Contract will call out for an automatic annual payment in March each year so Soil Service automatically begins spring cleanup each year.

Clem, motions to approve a 5-year term contract with Soil Service as the landscape vendor for GFNCID with full terms in written contract with Soil Service, with exit clause if vendor has documented repeat performance / quality issues, or if either organization closes doors / out of business. It has been clearly communicated with Soil Service GFNCID annual landscape budget is approx. \$9K annually and that includes any watering. If GFHA board approves Clem will sign the term contract and align HAKC on this plan. **MOTION: Enter into a 5 year contract with Soil Services to provide landscaping and watering in GFHA. APPROVED BY GFHA Board.**

- 2. Soil Service has a clear guideline of expectations, costs for spring cleanup / repair. Our spring clean-up with repairs on Wornall will run approx. \$4K. This year is a repair / maintain year and there should be no major new additions due past few years of neglect. Minus the repair on Wornall from Mark One around \$3K. If Mark One does not pay Hush Blackwell will send a letter to Mark One. GFNCID is moving forward with repairs and will fight reimbursement with legal if necessary.
- 3. GFNCID – MO Tax ID 20863390 now on file with Soil Services – tax exempt will save us over \$1K annually.
- 4. Soil service will be reseeding parks, islands this spring, water, fertilizer spread. I have asked before these happen to send email blast to Board@greenway. We can advise residents with email blast to stay clean 48 hours after a fertilizer application.

e. Water Leak in Park

- i. This has been identified as a city water leak. Needing someone to own and run with this to completion. Target would be to have this complete before June 1, before annual picnic. I am glad to push as well were needed. Before city does a repair please ask if there is a way to provide a tap for future water service at the park. We tried PIAC funding 2008, 2009, 2010, and never could get a service tap.
- ii. 6300 Valley – water leak in park, water line in 63rd St. leaking under park- has city inspected? What is status? Can we add service valve if maintenance is required?

f. Park items

- i. Trash can needs replaced – Clem motions to approve replacement of current trash can with a smaller can / pole mount. **Motion APPROVED to replace trash can by GFHA Board.**
- ii. Mulch in playset is migrating east toward Valley Rd with slope of ground – issues seems to be the large tree growing at the base of the retaining wall. Recommend removing this tree, planting a new, fixing playset retaining wall and adding approx. \$600 of new rubber mulch to refresh low spots.

Clem will contact KCMO to see if they'll remove the tree and replace.

- iii. Park bench – older and splinter. Needs replaced or wait till summer after leak is fixed.
Further discussion at next GFHA Board meeting
- iv. Propose placing a large 4-inch caliper tree at the north end of Monkey Island. Need to get bids, but tree would be around \$500 (Colonial nursery) and planting truck with delivery – Arbor Masters and additional \$500. **MOTION to spend \$1,200 to place new tree at North end of Monkey Island. APPROVED by GFHA Board.**
- v. Pergola Gateway trellis replacement at 62nd Ter / Valley Rd. Get a mason to place concrete cap on top of (4) columns and hire a carpenter to rebuild (2) trellis on East / West side of Valley Rd (this is just to the SW of Monkey Island). Do we have bids to review of trellis rebuild? Board members will start to get bids and options for potential repair/replacement.
Volunteer Park clean-up April 1st 9a- noon (April 8th rain out day), meet at Greenway Fields park. Bob to send email chimp notice to homeowners soliciting volunteers. Beth will try to get concrete powerwashed prior to April 1st. Lunch is provided by Beth.

g. Storm Dain clog NW Corner Meyer / Wornall

- i. Derek any update by chance from 311 case tickets
Catch basin is scheduled to be replaced by city crews in 2017.

h. Security / Crime Map – Joe

Update crime stats from Metro Patrol Division will be included in next GFHA Newsletter

i. Newsletter

- i. Typically sent out in Feb / May / Aug / Nov.
Three newsletters will be sent in 2017, second week of April is target date for first Please have articles submitted to Joe by April 1.
- ii. Someone willing to ask local Brookside shops to advertise – revenue of the ads pays for our approx. \$1,500 annual expense of the newsletter, or that is the plan!
Ad's need to be sold to support newsletter (squares are \$25/issue).
- iii. Articles, anyone can write a quick article and submit – typical article is short approx. 350 – 500 words.
Please submit articles to Joe by April 1

j. Centennial planning / funds

- i. Funding for this event cannot come from GFNCID as those funds are reserved for budgeted services / improvements only within the district.

MOTION to Postpone June picnic and dedicate the \$750 to support the fall Centennial celebration festival. Also allocate \$500 for Centennial Banner

Derek will research KCMO NTDF or other potential funding sources

- ii. Revised ideas of planning committee, with the island a mess, centennial book not ready yet, there was discussion around adding to annual picnic for our centennial celebration.
- iii. Possible donations from shops / businesses / other ideas?
Taste of Brookside, reach out to Brookside restaurants to provide food?

k. Picnic Date – needs to be set now for newsletter publishing

- i. Typically, one week before Father's Day in June. This would fall on June 11, 2017.
- ii. June picnic has been postponed due to condition of park and upcoming Centennial

5. Next meeting date: April 17, 2017. 6:30 at 450 W 62nd Terr, Sarah's home.

6. Adjournment – Motion to close.

Submitted by Derek Ramsay