Advisory Board Meeting Minutes

Woods Edge Development Trust

May 13, 2026

Location: Keystone Property and Asset Management Office 875 Berkshire Blvd Suite 102, Wyomissing, PA – tonight's meeting was through ZOOM Video.

Keystone PAM Attendees: Kress Schwartz and Danielle Denis

Advisory Board Attendees: Roy Russell, Matt Doyle, Lynn Hess, Shelley McKinley, Sallie Dougherty, Cathi Maziarz and Steve Bilous

Absentee Board Members: Dave Roth, Fred Hoffert, Kyle Rhoads.

Advisory Board Updates:

Resigning Members:

New Members:

Items Discussed:

1. Cash Balance – as of April 30, 2026, the cash balance is $106,759.

2. 2026 Maintenance Fee.

   - We have collected $54,555 as of April 30, 2026, of the fees billed in January. We billed $67,620 at the rate of $210. Most of the homeowners have paid at the discount rate.
   - We have $6,090 as of April 30th, 2026, outstanding in uncollected 2026 maintenance fees.
   - Uncollected accounts will be taken to the District Justice later this year for 2026 fees, if not collected the next step is filing with the Prothonotary for a lien to be placed.

3. Prior Year Maintenance Fees.

   - We have $3,159 in past due prior year fees (2015-2025), which represents two homeowners One homeowner will be paying their 2025/2026 dues by the end of

May. Leins have been filed against the homeowner with multiple year delinquency.

4. Real Estate Taxes have been paid in full for County in April 2026 at the discount rate. Taxes paid were $607. School Taxes will be paid at the discount rate, once received.

5. 2026 Projects:

   - Tennis Court/Pickle Ball Court – repairs made to the wind guard. If they don't hold, wind guard will need to be replaced.

6. New Items:
   - Wind guards. Eyes ripped out of the fabric; run rope through the eyes, every other whole, use nylon cord. Wind guards and tennis net should be removed by December 1st and re-installed March 1st. To be stored in the storage bin on the court.
   - Two entrances to the Development – whose responsibility is it to weed whack the curb? Homeowner; not the Trust responsibility
   - Homeowner at Orchard View; Pleasant View not doing anything to their property. Overgrown trees, dead trees, weeds, etc. What can be done? Contact the Township, codes issue. Trust has no authority to enforce.
   - More playground equipment for children at a younger age. Budget needs to be established, equipment needs to be picked, special assessment would be needed to purchase new equipment
   - Quarterly Newsletter
     - Keep the development beautiful
     - Pick up trash around the park
     - Take responsibility
     - Block Parties (Township approval needed)
     - Adopt a Street
     - Community Events
   - Crack filling in the streets – stopped 3-4 years ago – Contact the Township
   - Street cleaner/clean up cinders – Contact the Township
   - Cable/internet holes in the street; whose going to fill – Contact the cable provider or the Township
   - Business at house
     - Codes issue; contact the Township
     - Can you run a business out of your home
     - Parking not allowed on the street

- Signs for the Disc Golf Basket – numbers.

7. Websites provided for research into playground equipment:
    - www.americanparkscompany.com
    - www.playworld.com
    - Play World you need to reach out to them to get pricing.

8. Next meeting to be scheduled in October/November 2026.