

New Town at St. Charles General Assembly

2024 TOWN HALL MEETING MINUTES

TO	File	From:	Bill Mulder
DATE:	9.23.23	RE:	Town Hall meetings

The following is a summary of the Three Town Hall Meetings held on Tuesday, 9/24/24, Wednesday, 9/25/24 and Thursday 9/26/24 held with the New Town in St. Charles Board of Governors (Board) for the community association as created by the AMENDED AND RESTATED DECLARATION OF GOVERNANCE, COVENANTS, EASEMENTS, CONDITIONS, AND RESTRICTIONS FOR THE NEW TOWN AT ST. CHARLES as filed with the Recorder of Deeds for St. Charles County on May 5th, 2017 (Declarations).

Below is a full list of all board members and attendees for at least one of the meetings:

Name	Position	Attendance
Sandy Tricamo	Theater District Board Member	Yes
Bill Mulder	Theater District Board Member	Yes
Jessica Knaack	South Lake District Board Member	Yes
Aqueba Matlock	South Lake District Board Member	Yes
Jason Merrill	Island District Board Member	Yes
Mike Miller	Island District Board Member	Yes
Richard Frankonis	Beach District Board Member	Yes
Jennifer Jennett	Beach District Board Member	Yes
Jeremy Evans	Gateway District Board Member	Yes
David Price	Founder Member Representative	Yes
Tim Busse	Founder Member Representative	Yes
Beth Unger	Association Manager, DNI Properties	Yes
Taylor Hauser	Association Manager, DNI Properties	Yes
Eric See-Leynes	Senior Association Manager, DNI Properties	Yes

Location: Town Hall at 3300 Rue Royale St

Date 9/24/24 – 9/26/24

Time: 6:00PM 7:45PM

All board members attended at least one meeting. Community Management attended and presided at all three meetings. Community members were invited to attend their respective District. No decisions were made at the meetings as they were designed to provide information to the members and an opportunity to discuss community updates and ask questions regarding New Town operations.

1) St. Charles City Officer Tom Wilkison

- a. A veteran with 20+ years' experience in the field and patrol. He has been a presence within the community, with a primary objective to build relationships with the residents with an emphasis on fostering relationships with the younger generation.
- b. The Officer is assigned to New Town specifically, with varying shifts and days on-duty.
- c. Other Officers are on patrol in the NT zone 24X7 if he is not available or needs backup.
- d. Please contact SCPD to report any concerns at 911 (if emergency) or the non-emergency line at (636) 949-3309.

2) Completed Maintenance Major Updates

- a. Pool Maintenance & Repairs: the pool remains a primary amenity to the community and its maintenance and upkeep are paramount. Completed maintenance this year includes: Security Camera upgrades to Shire Ln & Blue Agave, Sand media in filtration system replaced for improved water chemistry, Lazy River pump rebuilt to improve water current & flow, Lazy River resurfacing to address sharp edges and cracks, and new furniture additions to replace broken lounges and additional seating. An emphasis was placed on the baby pool area with new furniture and picnic tables for families.
- b. Playground: the community has 3 Barbara Butler playgrounds and 2 stages that are made of redwood and aesthetic works of art. The GA placed focus on repairing the damaged boards on these playgrounds and stages during the year. Board replacements were completed to the 3 playgrounds. The stage at Triangle Park & E. Greensmith Park are to be restored with wood & board replacements this Fall. Woodchips were added to playgrounds as well. Furthermore, the playgrounds at Chapel Park & Animal Park had gates welded for added security during the evening hours. Moving forward these parks will be gated and closed at dusk to prevent unwanted trespassing and vandalism. Stowe Landing playground fence to be replaced this Fall. The bridges at Animal Park were restored with repairs and painting.
- c. Animal Park Restroom: this facility has been closed for several seasons due to vandalism and repairs. Due to the frequent cost of repairs and vandalism, a security system has been installed, which includes a gate latch system for access. Residents are to use their key fobs (same as mailroom fobs) for access during park hours moving forward.
- d. Town Hall EFIS Repair: the Exterior Foam Insulation System (EFIS) that is located at the bottom portion of the Town Hall building was replaced. The new product is made with a significantly stronger material that is more impervious to vandalism and damage.
- e. Stucco at Commercial Plaza: the exterior walls surrounding the volleyball courts are made with a stucco product and has been resurfaced to restore back to its original condition.
- f. Pressure Washing: was completed at the amphitheater, kiosk area, Shire Ln & Blue Agave pools, Granger Landing wall, and Obelisk area.
- g. Shoreline Restoration: the shoreline located at the front entrance along Suntan Dr had additional rock installed for corrective erosion measures. Seeding of impacted areas will take place in October to revive the turf areas as necessary.
- h. Tree Trimming & Removal: was completed in several areas throughout the community including N. & S. New Town Dr, New Town Lake Dr, Arpent & Hempstead Lakes, Reed Crossing Park, along with the Willows at the Beach.
- i. Sod Cutting & Rock Maintenance: the walking paths through the common-ways in New Town were sod cut and replenished with rock to restore the paths to their original width and condition. Rock was placed in the bailout lanes in various areas. In addition, the maintenance staff began the process of filling large voids in boulder walls along lake banks. Additional rock filling of voids will continue this upcoming Winter.
- j. Bocce Court: new scoreboard was installed, wood repairs completed and new oyster shells added to the courts. Additional oyster shells will be installed next Spring to maintain upkeep.
- k. Concrete Repairs: completed at Camp St Alleyway, Wheelhouse sidewalk, and common way sidewalks. The City of St. Charles repaired the damaged section of street located at the Arpent & Hempstead intersection.

- l. Town Hall Mailroom Door: the door and magnetic strike were replaced for added security.
- m. Signage: new signs were installed at the lake areas regarding fishing and lake use rules, as well as added signage for no golf carts on walking paths and private property signs.

3) Upcoming Major Maintenance Projects

- a. Tiber Way Boulder Wall Repair: a large section of boulder wall collapsed in the Beach District in early March. In response, the General Assembly engaged in the services of a geotechnical engineer to evaluate the wall failure and to provide a scope for repairs. The findings of the report were inconclusive to pinpoint a direct cause of the wall failure, but did note contributing factors such as an isolated area of soft soil deep below the footing of the wall. In order to proceed with the recommended repairs, the Phase 10 lakes were gradually lowered throughout the summer in order to provide necessary working conditions. The repairs will consist of installing helical piers with a concrete footing, followed by the reconstruction of the wall. Additional drainage measures will also be added to ensure the future stability of the isolated area. The GA is responsible for repairs, with the total cost of the project to be approximately \$75,000. The project is expected to begin on October 1st and will take approximately 2-weeks to complete, contingent on weather conditions.
- b. Lake Well & Fountain Repairs: the well that services the Phase 10 lakes had a motor failure this Spring and was replaced. Following the replacement of the motor, the filtration screen had to be cleaned due to corrosion, which resulted in poor water flow to the motor. During the process of the cleaning the well unfortunately collapsed, however, the motor and well components were able to be salvaged. A new well is to be drilled at the same location beginning the week of October 1st. Upon completion of the well installation and boulder wall repairs, the lakes will be filled to their normal pool. Additionally, the fountain that services the grand canal had to be pulled for maintenance and a motor rebuild. The repairs are currently in progress and the fountain will be re-installed upon completion.
- c. Triangle Park & E. Greensmith Park Stages: the Barbara Butler stages at these parks are to be repaired with original components this Fall. The stage at Triangle Park will be disassembled to replace deteriorated wood that serves as the foundation of the stage and rebuilt to original condition. The stage at E. Greensmith Park will have the missing boards replaced and stained accordingly.
- d. Tree Trimming & Replacements (cont): additional areas of New Town are scheduled for trimming including the basin along Saturday/Broad St, E. Greensmith Park, Granger Landing, and N. New Town Dr. The Willows that were removed in the community are planned to be replaced in Spring 2025. Bushes will be replaced in several common areas as needed.
- e. Fall Maintenance: the General Assembly has begun the process of Fall cleanup which includes leaf removal. As a reminder, leaves in front of your Lot are to be properly bagged and not blown onto the common areas. The landscapers will not mow these areas if they are saturated with leaves! Annual seeding and aeration will be completed this upcoming fall, and the irrigation system will be winterized at the end of October.

4) Community Updates

- a. 2024 Financial Overview: a summary of the year-to-date (YTD) finances was provided to the community. Budgeted Income of \$2,058,390.00 aligns with the YTD Actuals of \$2,015,895.19. Total YTD total \$1,514,352.81, leaving a remaining budget of \$501,545.38 through the end of the year. See budget for additional details.

- b. New Town Events & Trust: a discussion on the operations of the New Town Trust & Events was provided by David Price, an NT Trust Board member. A statement of the intended purpose of the Trust was read to the members to clarify its function. Please note, the New Town Trust and the General Assembly are two separate entities. Owner Assessments do not fund the Trust or supplement the Events in any capacity. The Trust generates funding through three primary revenue streams as follows:
- i. Private Donation (this is non-existent at this point, but the founder made substantial donations when setting it up)
 - ii. TAD – this is a sales tax from the business located in the Theater District
 - iii. Resale of Homes: when a home is re-sold 0.2% of the sale price is paid to the Trust.

The Event list this year was limited in comparison to previous years, primarily due to the reduction of resales, as well as going overbudget in prior years with the number of Events held. The New Town Trust Board is currently going through an overhaul and exploring avenues to better communicate with residents and provide a platform for feedback.

- c. SCPD & Security Operations: it has been approximately 1-year since having our resident officer assigned to New Town. Over the course of the year, we have seen a significant decline in nuisance and vandalism within the community. SCPD will continue to patrol the streets of New Town and provide resources to the community. The General Assembly has also had off-duty officers to supplement during events and weekends for added security. Overall, we have seen a great improvement in compassion to the 3rd party security previously employed and will continue to explore additional avenues of safety. Options include additional security cameras, added lighting in unilluminated areas, and continued use of off-duty officers.
- d. Poor Operations: this season was one of the best in respect to the pool staff and upkeep. The new sand media greatly assisted in keeping the water chemistry maintained and the staff was diligent throughout the season. It was noted, pool staffing following the first week of August is limited due to school and sports beginning, however, the General Assembly staffs the pool to ensure no interruption of the pool season.
- e. Community FAQ & Portal: an overview of the community FAQ was provided to the members and a reminder to utilize the community portal was provided. The portal will serve as a primary platform to communicate with residents, including updates, bulletins, forms, work orders, general communication and much more. If you have not signed up, please contact the General Assembly or follow the link on the FAQ. See handouts for more information.

5) Open Forum Questions (consolidated)

- a. Q: *What is the role of the General Assembly?*

A: The General Assembly manages the community and oversees the common grounds and property in New Town. Decisions are made by the Board of Governors, who vote on recommendations from Management. Once approved, the General Assembly carries out these decisions. However, the General Assembly is not responsible for streets, which are owned by the City of St. Charles. While the GA communicates with the City on issues, residents should also report concerns directly via the City's "Report a Concern" website, listed on the Community FAQ (www.stcharlescitemo.gov/179/Public-Works).

b. *Q: Who is responsible for the sidewalks and repair if damaged?*

A: The resident is responsible for repair; however, the City of St Charles has a 50/50 program where the City will share in the expense with the homeowner. Please submit sidewalk repair requests to the City on their portal, which can be found on the community FAQ. If damage presents a tripping hazard, please make reference of the hazard to get quicker response time.

c. *Q: Several concerns/questions surrounding landscaping, tree trimming, & property upkeep?*

A: An Arborist is consulted for common ground trees in need of maintenance for recommendations on trimming and/or removal. The General Assembly also explained street trees, landscaping and yard maintenance between the sidewalk and street curb are located in the right of way (ROW) and the homeowner's responsibility to maintain. The General Assembly is only responsible for maintenance of Common Grounds. Moving forward, the GA is exploring options on how to best maintain all trees within New Town to ensure proper upkeep and community standards are upheld. Note, trees located in the ROW are required to maintain appropriate clearance and height per City Ordinance. For mature trees, the clearance is 9-ft. If you have a tree that is located adjacent to a Stop sign or street sign, please ensure the branches have appropriate clearance and not blocking any traffic signage.

d. *Q: Who is responsible for the repairs for the boulder wall failure, and can anything be done to prevent future incidents?*

A: The General Assembly explained that with the extensive number of walls adjacent to water, occasional failures are inevitable. It's important to remember that New Town was built on agricultural land, which contains varying types of soil and clay beneath the surface that may contribute to unforeseen issues. While the walls were constructed to proper specifications, failures can still occur due to a variety of factors. Once completed, the walls are turned over to the General Assembly as common elements of the community, making the GA responsible for repairs and maintenance. The General Assembly will explore options for precautionary measures and routine maintenance to help prevent future occurrences

e. *Q: What was the loan for and when will it be paid in full?*

A: The loan was used to purchase key community assets including the Market, Town Hall, Town Hall Mailroom and 6-kiosks at the Amphitheater. These buildings were at risk of being sold by the bank during the economic recession and were essential to keep these foundational assets as part of the community. The loan is expected to be paid in full approximately 2030.

f. *Q: How will the parking for the new cottages on Canal Street be handled?*

A: The Town Architect explained that New Town is designed with street parking in mind, which is integral to the community's walkable, pedestrian-friendly layout. A key aspect of New Urbanism is encouraging walkability, making it easy for residents to access amenities on foot, thus reducing reliance on vehicles. Street parking also plays a role in controlling vehicle speed, acting as a natural deterrent to speeding.

g. *Q: Can we install cameras at the Amphitheater and Beach?*

A: The General Assembly remains committed to enhancing the safety and security of the residents. A concerted effort has been made to install cameras and increase patrols in areas with frequent activity. This initiative will continue moving forward and options to add additional cameras and lighting in various areas in the community are being explored.

h. Q: When does the NID expire?

A: The Neighborhood Improvement District (NID) is a special tax issued by the City of St. Charles. The purpose of this tax is to supplement funding for building critical infrastructure, including streets, sewers, and other utilities to the local area. The NID is typically billed for a 20-year period and the timeline of expiration varies depending on the area you reside in. For additional information, please email nid@sccmo.org