

9/26/14

# City & Village

TAX OFFICE • SINCE 1937

\*3 Hollenberg Court • Bridgeton, Missouri 63044  
314-739-4800 • Fax: 314-739-3098

September 24, 2014

Mr. Tim Tomasic  
Trustee of Tall Oaks at Winding Trails  
2217 Oak Crest Manor Ln  
Ballwin, MO 63011

RE: Tall Oaks at Winding Trails 3457

Dear Mr. Tomasic:

Please find enclosed two (2) copies of the "Minutes of Special Meeting" necessary to levy your assessment for the period from 1/1/2015 to 12/31/2015. This form is the authorization our office needs in order to send out the assessment notices, and it is essential we have the form completed at least **45 days** in advance of the bills being mailed. This allows us time to have the form filed with the St. Louis County Recorder of Deeds and to prepare the account for billing on the desired date.

All signatures shall be in **Black or dark ink only, and capable of legible reproduction.**

The trustees/directors names are **printed** on the top set of lines to indicate who was present when setting the assessment amount. **One trustee/director is required to sign the form in front of a Notary Public**, to acknowledge the accuracy of the minutes. A Notary Public is available at this office between the hours 7:30 A.M. and 4:00 P.M., Monday through Friday. If you wish to use our service, please bring document to our office together with valid i.d. to sign form and notary journal.

At least 30 days must be given before the bills become due and delinquent.

We ask that you do not alter the forms. Do not write in margins – The County forbids it.

Also, the enclosed personnel form must be completed per the instructions, and returned along with One (1) copy of the Minutes form, to update our records.

If you have any questions at all, please do not hesitate to call our office. Thank you for your prompt attention to this matter.

Sincerely,

CITY & VILLAGE TAX OFFICE

Nick S. Larson, Collector

Enclosures

NOTICE OF  
MINUTES OF SPECIAL MEETING OF THE  
TRUSTEES OF TALL OAKS AT WINDING TRAILS  
COUNTY OF ST. LOUIS  
DATE OF DOCUMENT 10/22/2014

Pursuant to call and waiver of notice as evidenced by the consent of the Trustees hereunder appended a meeting of said of Trustees of Tall Oaks at Winding Trails was held 10/22/2014.  
All of the Trustees were present:

Tim Tomasic                      Jeff Eckert                      Bret Staehling  
Please Print                              Please Print                              Please Print

The purpose of the meeting was to obtain the authority from the Trustees to levy an assessment against each lot in Tall Oaks at Winding Trails (Grantor), for the period from 1/1/2015 to 12/31/2015. A general discussion thereupon ensued.

On motion duly made, seconded and unanimously carried, it was:

RESOLVED: That an assessment in the amount of \$259<sup>00</sup> be made against each lot in the subdivision of Tall Oaks at Winding Trails for the period from 1/1/2015 to 12/31/2015; that a notice pursuant to the subdivision rules and regulations be sent to the property holders notifying them of the assessment and requiring assessment to become due and delinquent on 2/15/2015. (interest and penalty added after this date).

Bills are payable to City & Village Tax Office, L.L.C, 3 Hollenberg Court, Bridgeton, MO 63044.

There being no further business to come before the meeting, the meeting on motion duly made, adjourned, subject to call.

We have read the foregoing minutes and consent and ratify all matters set forth therein.

TRUSTEES OF TALL OAKS AT WINDING TRAILS (Grantees)  
c/o City & Village Tax Office, L.L.C, 3 Hollenberg Court, Bridgeton, MO 63044

By: Timothy Tomasic  
Signature

Timothy Tomasic, Trustee  
Printed Name & Title

STATE OF MISSOURI )  
 ) SS.  
COUNTY OF ST. LOUIS )

On this 22nd day of October, 2014, before me, Carolyn A. Baker, a Notary  
Notary Public

Public in and for said state, personally appeared Tim Tomasic, Trustee  
Printed Name Title

of the present Trustees of Tall Oaks at Winding Trails, acting pursuant to the terms and provisions of subdivision Indenture of record and amendments thereto of record, if any, to me known to be the person described in and who executed the same as his/her free act and deed for the Trustees of Tall Oaks at Winding Trails.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year first above written.

Carolyn A. Baker  
Notary Public

My term expires:



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Signature

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