

**2016 Winter Lake Estates
Annual Meeting –
A Community Moving Forward**



AGENDA



- I. Introduction – Welcome (Robin Reichardt)
- II. Election of Trustee
- III. [Achievements/ Financial Overview](#) (Robin Reichardt)
- IV. Organization & Needs (Dom Bausano)
- V. [Committee Reports](#) (Committee Chairs)
- VI. Introduction of Guests:

Renee Reuter, County Council Chair & Council Rep, Dist 2

Capt Dave Marshak, Sheriff-elect, Jefferson County
- VII. [Response to homeowner questions](#)
- VIII. [Old Business](#) (Robin Reichardt)
- IX. Close of Meeting



ON GOING MISSION



- Develop a friendly & helpful community
- Provide services and manage standards to maintain and/or improve property values
- Assure that we have a safe community

DRIVERS: ALL IN SUPPORT OF MISSION.

- Improved Communications (dialogue - two-way)
- Involve homeowners on grass-roots basis
- Pro-actively manage:
 - indenture defined issues
 - community support issues



Achievements 2016



- Committees are fully active and addressing key topics
- Structured approval process and enforcement of indentures pertaining to new construction and homeowner improvements
- Street sealing on WLDr; all other streets to be sealed Dec, 2016
- Critical street repair completed on Winter Pond
- Street maintenance plan implemented throughout the subdivision
- Aggressive pursuit and collection of past due assessments through ALL avenues available to us:
 - Homes on structured payment plans through City & Village now down to 3
 - Homes where legal actions filed when non-adherence to payment plans (3)
 - Garnishment when non-adherence to above court ordered payments (2)
- Fence repair on Winter Pond (expected 11/15/2016)
- Retaining wall repair at “the curve” on Winter Lake Drive
- Comprehensive lawn care bid process and positive feedback on Keifer’s.
- Lake repair after January flooding



Financial Overview



- Goals:
 - Make all fiscal matters transparent
 - Use added resources besides trustees to assist
 - Fund repair/replacement projects continually
 - Build reserve fund to cover unexpected repairs
- City and Village (management company) brings
 - expertise and transparency
 - Routine Reporting
- Fund committee activities principally maintenance (streets, snow removal, common ground care, etc..)
- Continue focus on Annual Assessment collections using management company and their recommendations



Financial Overview



Unpaid Assessments - Homeowners				
As reported at 2014 HOA meeting	# of Homeowners unpaid	\$ amount of 2014 past due assessments	Total past due all years total	Delinquent Interest/ Legal Fees Owed
	16	\$6,400.00	\$15,500.00	
As of 10/5/15	# of Homeowners with unpaid assessments	\$ amount of 2015 past due assessments	Total past due all years total	
	5	\$2,250.00	\$9,095.00	
As of 11/7/16	# of Homeowners with unpaid assessments	\$ amount of 2016 past due assessments	Total past due all years total	
	4	\$213.00	\$6,999.00	\$1,486/ \$3,720



WLE Organization & Function



1. Three Trustees to serve 3 years:

- Carry out HOA mission, Follow indentures, authorized to transact for the HOA; have responsibility and authority....
- Trustees elected by members
- Appoint committee chairs to manage specific functions: Maint, ARC&Safety, Comm, Finance

2. Committees self--governed and make recommendations to Trustees for action.

3. Most work during these interim meetings (open to members); **only use annual meeting to report status, review budget/expenditures and mandatory voting like elections as described in HOA Docs.**





- Subdivided to ensure grass roots representation of neighborhoods
- Divide work-load
- Each has about 30 homes; minimum two reps

District Reps



If your address is:	You are in District:	Your Rep(s) is/are:	Your Rep's Address
Between 1093 & 1155 WLDr	1	Joe Trost	1106 WLDr
Between 1054 & 1090 WLDr; Or Winter Pond Dr	2	Jack Schlittler	1053 WLDr
		Dave Morhaus	1086 WLDr
Between 954 & 1050 WLDr	3	Lynn McClenahan	954 WLDr
Between 922 & 950 WLDr Or Winter Lake CIRCLE Or Winter Brook DR Or Winter River CT	4	Niki Caito	909 Winter Brook DR
All of Winter Lake BLVD	5	Carolyn Halladay	163 WLBlvd
		Susan Wall	105 WLBlvd

Objectives:

- Communicate, support area homeowners
- As members of the Management Team, Offer input representing their district
- Volunteer on as needed basis



COMMITTEES



- Maintenance – Ken Barker (Dist 1) & Jerry Hoffman (Dist 4)
 - On-going – lawn, snow removal, (45% of 2015 budget)
 - As needed: **asset repair/replacement**
- Architectural Control & Safety – Bryan Haffer (Dist 5)
 - min budget – legal expense
 - Indenture enforcement, monitor improvements, safety issues.
- Finance - Dave Morhaus (Dist 2)
 - assess data from banks/Management company
- Communications Cecilia Sprecher (Dist 3)
 - Website
 - Social Media
 - Ad Hoc
- Social Activities (Not staffed)

Volunteers needed:



COMMITTEE	CHAIR(S)	EMAIL ADDRESS	NEXT MEETING
Maintenance	Ken Barker/ Jerry Hoffman	paraffindr@aol.com	12/12, 7p
ARC & Safety	Bryan Haffer	arcandsafety@winterlake.org	1/24/17, 7p
	Cecilia Sprecher	ceciliansprecher@gmail.com	11/17, 7p
Finance	Dave Morhaus	dhmorhaus@aol.com	12/7, 6:30p
Social Activities	(open)		



Maintenance Committee

Ken Barker & Jerry Hoffman, Dists 1 & 4



Maintenance Committee

Critical Issue by Homeowners

(10/14 Survey)

Maintenance	
Street repairs	
Lake repairs/maintenance	
Common ground landscaping	
Tree trimming	
Vacant lot maintenance	
Entrances (gazebos, signs, etc.)	
Fences along common ground	
WLD rock wall erosion	
Sidewalks along common ground	
Boulevard median mulch/landscaping	
Snow removal	



MEMBER	DIS-TRICT
Ken Barker, Co-Chair	1
Jerry Hoffman, Co-Chair	4
Neill Bragge	3
Tricia Horton	5
Dennis Robinson	1
Patrick Zoellner	5
Chris Hutson	3
Ray Jauer	1

Routine maintenance

- **Lawn and Snow Removal** accounts for 45% of our annual budget; current contractor – Kiefer Lawn & Landscaping
- **Rock Wall area on WLD** repaired seep holes along the top to the rock wall
- **Provided Dumpsters for Spring cleanup day**

Week of April 2, 2017

Maintenance Committee



Routine maintenance, cont'd

Lawn service - Added services:

- 2nd season of reseeded and fertilization of common ground along WLD and cul du sacs, spring and fall cleanup of leaves, pampas grass, hedges and pear trees
 - All of the above work done at no added cost to homeowners due to aggressive bidding by contractors
- BLVD island Implemented phase one of 3 year plan replacing 1/3 of trees and mulching the island
 - To control costs per year, work is extended over three years

Lake Area

- Replaced grass carp lost in flood or large ones that were removed with 12 new grass carp
- Repaired leak in the concrete spillway area of the dam with injection foam; Attempted repair with application of Aqua block did not completely seal leak
- Hired Pond 911 to put 6,000 pounds of bentonite clay in lake successfully sealed Dam leak 11/1/16; waiting for clay to finish swelling.
- Removed 2 dead trees that fell by the walkway around the lake



Maintenance Committee



Non- Routine Issues Addressed 2016

- Flood Caused Leak in Dam – Two Treatments with Aquablock and POND 911 Bid received for application of Bentonite
- Bid for Tar Application for all Streets which did not have Tar applied last year
- New Contract with Kiefers Lawn Service for Snow Removal this winter

Future Plans

- **Fence/Gate on Winter Pond to be Repaired to prevent entry**
- **Painting of Gazebos being discussed**
- **Street Sealing planned for December**
- **2017: Concrete street repair**
- **NEED VOLUNTEERS (bidding, doing, helping)**

QUESTIONS?



Communications Committee

Cecilia Sprecher, Chair, Dist 3



Communications Committee

Critical Issue by Homeowners:

“need more communications re
Winter Lake Estates issues/ projects”
(10/14 Survey)

Communication Tools

Facebook
Website
Newsletter
Meeting Announcements
Meeting Minutes

MEMBER	DIS-TRICT
Cecilia Sprecher Chair	3
Jeanne Fernandez	1
Lindsey Slama	2
Dan Bailey	5

*Need volunteers, especially with
web programming/graphic
design expertise*



Communications Committee



Chair: Cecilia Sprecher, WLD

- Manages communication w/in WLE via different media
 - Text Blast
 - Voice Message Blast
- Committee
 - Looking for at least 3 more volunteers
- Projects underway
 - FB introduction pictures of new residents
 - Website update and redevelopment
 - Next issue of newsletter
- Needs
 - Volunteers
- Future:
 - Website update
 - Schedule next meeting



Lake Front newsletter



	 <h2 style="text-align: center;">The Lake Front</h2> <p style="text-align: center;">Winter Lake Estates Newsletter</p>
<p>AUGUST 2015</p>	<p>Winter Lake Estates Newsletter</p>
<p>IN THIS ISSUE:</p> <ul style="list-style-type: none"> Traffic Control & Parking Allen Road Cleanup New Landscaping Contractor Good Neighbor Awards Mid-Year Budget Recap Making Home Improvements Curbside Tree Tips Trustee Update <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p style="text-align: center; color: red; font-weight: bold;">PUT THIS on YOUR CALENDAR!</p> </div> <p>Our annual WLE Homeowners Meeting will be held on Tuesday, October 13, at 7:00 pm. Meeting place is Guffley Elementary School at 400 13th Street in Fenton.</p>	<h3>Traffic/Street Parking Petition Approved</h3> <div style="display: flex; align-items: center;">  <div style="margin-left: 10px;"> <p>We recently circulated a petition to have the Jefferson County Sheriff's Department enforce traffic and parking regulations in our subdivision. WLE District Reps went door to door and spoke with 134 of 151 homes. This allowed 89% of our community to voice their opinion.</p> <p>Of the 134 homes we were able to contact, 124 signed the petition, meaning 93% said YES. We only needed 76 homes to approve the petition. Trustee Dom Bausano delivered the petition to JeffCo, and it was approved on July 21.</p> <p>Only two further actions are required: to install one extra speed limit sign that JeffCo has requested and to install several No Parking signs along the WL Drive curve. No parking will begin at a point across the street from the property line shared by 982 and 986 WL Drive and extend to a point directly across from the first edge of the treatment plant driveway. No parking in this zone becomes effective when signs are installed.</p> <p>Our Architectural Control Committee is now getting prices for signs and installation, which should be done by late August. Traffic enforcement by the JeffCo Sheriff's Department should begin once signs are installed.</p> <p>For detailed information about the JeffCo petition, visit the WLE website (www.winterlake.org).</p> </div> </div> <h3>Allen Road Cleanup – Again!</h3> <p>Trustee Dom Bausano has been communicating with Renee Reuter, our JeffCo Council Rep, about plans to clean up Allen Road (again!) once flood waters recede. You'll recall the previous flood debris was left along the road for several years. Renee says that is because after the last flood, JeffCo did not declare a state of emergency following the declaring of a state of emergency by the State of Missouri. Failure to make that declaration made JeffCo ineligible for Federal clean up funds that were divided between Missouri Counties that had declared.</p> <p>This year, almost immediately following Governor Nixon's declaration of a state of emergency, Jefferson County also declared a state of emergency. In early July, the JeffCo Council received updates on all flood damage and efforts to rebuild. While Allen Road was not the worst thoroughfare affected, it made the list of roads to be cleaned up with Federal funds.</p> <p>There are dozens of roads that will be individually evaluated for repair and clean up. Fortunately, the debris on Allen Road was not as extensively as it has been in the past, and it has been cleaned up. This does not include JeffCo's George Winter Park. The Parks Director said park clean-up would occur only after the river level drops below 20 feet, using the Meramec River level at Arnold as the gauge.</p> <p>Also: a special thank you to our neighboring Winter Bluffs Estates subdivision and their Trustee Eric Castiaux for the repairs done to the wooden posts and rope line at the Allen Road entrance. It looks so much better!</p>

Contact Info

Website: www.winterlake.org

Facebook group:

www.facebook.com/groups/winterlakeestates

Email - HOA: trustee@winterlake.org

- ARC & Safety for project approvals

ARCSafety@WinterLake.org

Architectural Control & Safety (ARC)

Bryan Haffer, Chair, Dist 5



Architectural Control Committee (ARC)



Achievements:

- Information on tree planting along streets
- Garbage can communications
- Addressed street parking and speeding through county liaisons,
- Approval for changes to exterior of homes:
 - 3 fences,
 - 2 room additions,
 - purchased and erected speeding and parking signage,
 - sought relocation of parked trailers, (not permitted in driveways nor on street
 - Resolutions to set standards for vacant lots
 - worked to clean up vacant lots
 - remove abandoned trailer,
 - removal of rubble &
 - regrade empty lot)
- NEXT MEETING: January , 7pm

2016 ARC Guidelines and Check-List



"The purpose of this summary is to give the reader an idea of what is intended in the Winter Lake Estates HOA indentures. This document should be used for guidance only and not intended to replace or alter the WE Indentures."

- 1. Homeowner in Good Standing**
- 2. Homeowner submits Plans to Architectural Committee for review and recommendation**
 - Project Description
 - Drawings/Schematics
 - Material samples or images to be used
 - Full contact information of the contractor
- 3. Response w/in 30 days after submission of all info.
Homeowner provides payment of Deposit to Trustees**
- 4. Formal Approval Provided by Architectural Committee and Trustees**
- 5. Review and Approval at Project Completion**
- 6. Return of Homeowner deposit**



2016 ARC Guidelines and Check-List



Winter Lake Estates Building Approval Check-List

1. Homeowner in Good Standing? Yes / No
2. Project Description - (e.g. new fence; deck replacement; new roof)
3. Drawings/Schematics – (Please attach to this form)
4. Materials to be used - (e.g.manufacturer, style, specifications, color,..)
5. Full Contact Information of Contractor –
 Name, Address, Phone, Email
6. Deposit provided? Yes / No
7. ARC MEMBER Comments:



Architectural Control & Safety Committee (ARC)



Critical Issue by Homeowners

(10/14 Survey)

Architectural Control	
Street parking enforcement	
Traffic/speeding issues	
Homeowner upkeep enforcement (weeds, mowing, e	
Lake usage/trespassers enforcement	
Dog rules enforcement (leash law)	
Trash cans left out enforcement	
Illegal parking (on grass, RVs or boats in driveway)	
Crime/safety issues with trailer park/apartments	
Adding second entrance (at Winter Pond end)	
Approval on home/driveway additions	
Sheds/fences/pools approvals	
Liaison with Police and other JeffCo govt. agencies	

MEMBER	DIS-TRICT
Bryan Haffer, Chair	5
Charis Trost	1
Angie Hanschmidt	5
Steve Slama	2
Deanne Jockish	5
Sarah Ishmael	
Linsey Suding	3

2016 Architectural Projects List



2016 WLE ARC PROJECTS

Home Owner	Project	Updates	
H	Home Reconstruction	Completed in full - July 2016	
I	er lake Blvd	New Deck	Completed in full - July 2016
M	New Deck	Completed in full - May 2016	
A	New Home	Approved, under construction	
Y	New Fence - 1 side	Cancelled	
S	New Fence	Completed in full - July 2016	
F	Roof replacement	Completed in full - July 2016	
G	New Fence	Need Check-List completed; No	
R	94 WL Dr	New Fence	Completed in July 2016
S	New Fence	Completed in Aug 2016	
J	WL Dr	New Fence	Completed in Aug 2016
S	yd	New Fence	Approved, under construction
D	New Fence	Completed Oct 2016	
P	LDr	New Roof	Completed Oct 2016
V	Pond	New Fence	Approved, under construction
C	ver Ct.	Property Grade and drive	Send Guide and Checklist

2016 Arc & Safety Committee



QUESTIONS?



Finance Committee

Dave Morhaus, Chair, Dist 2



Finance Committee

Critical Issue by Homeowners

(10/14 Survey)

Finance		
Budget		
Annual fees		
Building reserve fund		
Balance sheet/P&L		
Acctng Services by Management Firm		

Chair: David Morhaus Winter Lake Drive

- Engagement with Trustees and Committees on financial management
- Committee (open for volunteers) Contact David or one of the Trustees if interested.
- Achievements
 - Routine review of Income/Disbursements
 - Cash balances
 - Actual vs Budget Oversight
 - Input on spending
- Projects underway
 - Monthly & YTD report vs Budget
 - Will incorporate maintenance needs into future budget planning
- Needs
 - Budget and long range planning updates from committees



Finance Committee – 2016 Budget Summary



Winter Lake Estates - Budget Summary				
	2016 Budget	YTD Bud Thru Sept	YTD Act Thru Sept	Variance Thru Sept
<u>Income</u>				
Total Income	\$68,850	\$68,400	\$70,993	\$2,593
<u>Expenses</u>				
Landscaping	\$10,000	\$9,000	\$11,931	\$2,931
Professional Fees	\$1,379	\$624	\$434	(\$191)
Insurance	\$1,572	\$1,080	\$960	(\$120)
Office Supplies	\$162	\$122	\$0	(\$122)
Postage	\$164	\$141	\$76	(\$65)
Snow Removal	\$12,982	\$8,250	\$4,778	(\$3,473)
Utility	\$8,431	\$6,323	\$5,517	(\$806)
Maintenance	\$18,800	\$11,500	\$7,360	(\$4,140)
WG Condo Streets	\$927	\$927	\$906	(\$21)
WBE Streets	\$5,786	\$5,786	\$5,655	(\$131)
Management Fee -City & Villlage	\$2,754	\$2,736	\$2,823	\$87
Contingency	\$1,806	\$1,355	\$0	(\$1,355)
Total Expense	\$64,764	\$47,843	\$40,440	\$7,403
Net Profit (+) or Loss (-)	\$4,086	\$20,557	\$30,554	\$9,997
CASH	\$35,997	\$52,468	\$65,222	\$12,755

Winter Lake Estates - Maintenance Plan

	2015	2016	2017	2018	2019	2020	2021	2022
TOTAL	\$38,326	\$34,300	\$20,900	\$18,580	\$13,462	\$13,545	\$13,630	\$13,716
All Other Unforeseen & Regular Maintenance	\$3,303	\$3,000	\$4,000	\$4,080	\$4,162	\$4,245	\$4,330	\$4,416
Select Slab replacemer	\$0	\$7,800	\$10,400	\$13,000	\$7,800	\$7,800	\$7,800	\$7,800
Six Slabs		\$7,800						
Eight Slabs			\$10,400					
Ten slabs				\$13,000				
Six Slabs					\$7,800			
Six Slabs						\$7,800	\$7,800	\$7,800
Street Sealing	\$4,350	\$5,000	\$6,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Winter Lake Drive	\$4,350							
Winter Pond		\$5,000						
All Remining			\$5,000					
Patching			\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Retaining Walls	\$0	\$3,000	\$0	\$0	\$0	\$0		
Dist 3		\$3,000						
Major Lake Repair	\$23,673	\$15,500	\$0	\$0	\$0	\$0	\$0	\$0
Spillway (23 cu yd fill)	\$7,373							
Lake south	\$10,000							
Repair small leak in dam	\$6,300	\$15,500						
Retaining Basin overhaul - need to define								

PRELIMINARY

Winter Lake Estates - Budget Summary						
	2011	2012	2013	2014	2015	2016
	Actual	Actual	Actual	Actual	Actual	Budget
<u>Income</u>						
Annual Dues	\$69,863	\$37,736	\$56,911	\$61,985	\$67,352	\$66,600
Special Assessments						\$0
Delinquent Dues					\$5,397	\$2,000
Interest & Fees					\$1,648	\$250
Total Income	\$69,863	\$37,736	\$56,911	\$61,985	\$74,396	\$68,850
<u>Expenses</u>						
Landscaping	\$9,638	\$9,066	\$17,604	\$9,855	\$9,261	\$10,000
Professional Fees	\$4,515	\$1,038	\$1,204	\$852	\$1,394	\$1,379
Insurance	\$1,310	\$1,175	\$1,291	\$1,424	\$1,467	\$1,572
Office Supplies	\$158	\$108	\$240	\$427	\$149	\$162
Postage	\$323	\$226	\$155	\$262	\$164	\$164
Snow Removal	\$10,335	\$7,632	\$14,403	\$17,381	\$9,852	\$12,982
Utility	\$5,548	\$6,162	\$7,052	\$7,067	\$7,195	\$8,431
Maintenance	\$27,990	\$1,984	\$3,383	\$4,090	\$38,326	\$18,800
WG Condo Streets	\$0	\$846	\$882	\$882	\$906	\$927
WBE Streets	\$0	\$5,280	\$5,505	\$5,618	\$5,655	\$5,786
Management Fee - Village					\$2,976	\$2,754
Contingency					\$0	\$1,806
Total Expense	\$59,818	\$33,518	\$51,719	\$47,857	\$77,346	\$64,764
Net Profit (+) or Loss (-)	\$10,045	\$4,219	\$5,193	\$14,128	(\$2,950)	\$4,086
<u>Cash</u>						
Total Cash	\$11,246	\$15,465	\$20,658	\$34,786	\$31,911	\$35,997

Social Activities Committee



Critical Issue by Homeowners (10/14 Survey)

Social Events	
Block parties	
Neighborhood garage sale	
Welcome Wagon	
Holiday displays	
Holiday parades	

Chair: Not filled at this time.

- Objectives defined 12/10/2014
 - Develop A stronger sense of community
 - Improve neighbor-to-neighbor communication
- Committee not yet operational

Guests



- Ms. Renee Reuter, County Council Rep, Dist 2
and Chair, County Council
- Capt. Dave Marshak, Sheriff-elect, Jefferson
County



Response to homeowner questions (cont'd)



Concrete repair in common ground (small) & handicap sidewalks at WLDr & WLCir.

Speeding in neighborhood

Parking in intersections



VIII. Close of meeting, 'til next year....

Thank you for your input and support!

If you have any questions, please email us.



**2016 Winter Lake Estates
Annual Meeting –
A Community Moving Forward**

