

**2017 Winter Lake Estates
Annual Meeting –
A Community Moving Forward**



AGENDA



- I. Introduction – Welcome** (Robin Reichardt)
- II. Achievements** (Robin Reichardt)
- III. Organization & Needs** (Dom Bausano)
- V. Reports**
 - A. Communications (CS)
 - B. Architectural Control/ Safety (RR)
 - C. Maintenance (JH)
 - D. Finance (DM)
- VI. Response to homeowner questions** (RR)
- VII. New Business** (DB)
 - A. Security Concerns
 - B. support for law enforcement
 - C. Goal Projects (Continued road repair; WLDr near treatment plant)
- VIII. 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
 - Need Volunteers
 - ARC/Safety
 - Maintenance
- Pro-actively manage:
 - indenture defined issues
 - community support issues



Achievements 2017



- Structured approval process and enforcement of indentures pertaining to new construction and homeowner improvements
- All streets to be sealed in 2016 & 2017
- Street maintenance plan implemented throughout the subdivision
 - Second street repair at intersection of Winter Lake Drive & Winter Lake Circle
- Collection of past due assessments
 - Delinquent assessment in 2014 of approx \$17,000 (this does NOT include 10% delinquent interest charges to \$1,400 today.)
 - Management company uses: Liens, Legal notices, Court action, Collections based on court ordered settlement including garnishment)
- Lake repair after January 1, 2017 flooding then damaged again May 1 of this year.
- Safety improvements to Winter Pond:
 - Fencing 250' of common ground
 - Replace WPond gate with a fence (approval by Jefferson County required)
 - Install turn-around at end of WPond.





- 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 Jeanne Fernandez	1106 WLDr 1101 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 – Jerry Hoffman (Dist 4)
 - On-going – lawn, snow removal, (45% of 2015 budget)
 - As needed:
 - **asset repair/replacement (painting benches and signposts)**
- Architectural Control & Safety – OPEN
 - 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

Volunteers needed:



COMMITTEE	CHAIR(S)	EMAIL ADDRESS	NEXT MEETING
Maintenance	Jerry Hoffman	jhoffman622@gmail.com	
ARC & Safety	Dom Bausano	trustee@winterlake.org	
	Cecilia Sprecher	ceciliansprecher@gmail.com	
Finance	Dave Morhaus	dhmorhaus@aol.com	



Maintenance Committee

Jerry Hoffman, Dist 4



Maintenance Committee

Critical Issue by Homeowners

(10/14 Survey)



Routine maintenance

- Lawn and Snow Removal accounts for 45% of our annual budget; current contractor – Kiefer Lawn & Landscaping
- 3rd season of reseeding and fertilization of common ground along WLD and cul du sacs, spring and fall cleanup of leaves, pampas grass, hedges and pear trees
- **Provided Dumpsters for Spring cleanup day**

Week of April 2, 2018

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	

Maintenance Committee



Routine maintenance (cont'd)

Lake Area

- Leak developed near spillway of the dam May 1, 2017 after Meremac River flood that backed up into Retention basin
- In discussions and under guidance of Nexus Consulting, specialists in lakes & pond construction and repair. Issue is this may be too small a project for Nexus.
- Looking at possible repair in December pending schedule of Nexus Consulting and its contracting division; MO American water to loan & man large format pump to take lake down 4-5 feet.
- Planning to study and review maintenance requirements for retention basin; funds planned in long-term plan next 3-5 years or when needed.



Maintenance Committee



Non- Routine Issues Addressed 2017

- First larger scale street repair – replacing approx 16 slabs. Many thanks to Horton & Barker for working on bid package.
- Multi-year agreement with RL Oehm Concrete Contracting. (Lowest bidder out of five bids.)
- Plan is to spend approx \$12,000 to \$20,000 per year for next three years, if funds are available.



Maintenance Committee



Non- Routine Issues Addressed 2017 (cont'd)

- Street Sealing complete
- Painting of park benches and all black posts complete
- Safety/Security improvements on Winter Pond
 - Approval by Jefferson County – fence replaces gate but hammer-head turn around required.
 - 7' chain link fence on common ground installed to reduce unauthorized access to common ground behind Winter Pond



Maintenance Committee



Future Projects

- Retention Basin dam repair (dependant on finding contractor)
- Painting or replacing Gazebos being discussed
- 2018: Concrete street repair
 - Curve area near water plant on WLDrive
 - Likely complete one side of road

NEED VOLUNTEERS (bidding, doing, helping)



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
Email Blasts
Meeting Announcements
Meeting Minutes

MEMBER	DISTRICT
Cecilia Sprecher Chair	3
Jeanne Fernandez	1
Lindsey Slama	2
Dan Bailey	5

Communications Committee



Chair: Cecilia Sprecher, WLD

- Manages communication w/in WLE via FB and email
- Projects Finalized
 - New website was released in March 2017
- Projects underway
 - No current projects
- Future:
 - Schedule next meeting



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)



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

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: ???

2017 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**



2017 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 – (get JeffCo permits)
Name, Address, Phone, Email
6. Deposit provided? Yes / No
7. ARC MEMBER Comments:

2016-17 Architectural Projects List



2016 AND 2017 WLE ARC PROJECTS

<u>Home Owner</u>	<u>Project</u>	<u>Updates</u>
	New Fence	Need Check-List completed; No Deposit received yet; requested update
994 WL Dr	New Fence	Completed in July 2016
	New Fence	Completed in Aug 2016
WL Dr	New Fence	Completed in Aug 2016
lvd	New Fence	Completed Nov 2016
r	New Fence	Completed Oct 2016
VLDr	New Roof	Completed Oct 2016
r Pond	New Fence	Completed Dec 2016
River Ct.	Property Grade and drive	Send Guide and Checklist
Winter Lake Dr	Deck/All season Room	Completed March 2017
er Lake Drive	Solar Panels	Completed September 2017
er Lake Drive	Deck/All season Room	Approved, under construction
ter Lake Drive	Enlarge patio	Completed Nov 2017

Finance Committee

Dave Morhaus, Chair, Dist 2



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
- Funding committee activities principally maintenance (streets, snow removal, common ground care, etc..)
- Summary of Delinquent dues improvements
 - 2014 \$16,231.00
 - Today \$ 1,459.65
 - Management company uses: Liens, Legal notices, Court action – collections including garnishments
 - Homeowners pay all expenses including attny fees



Finance Committee – 2017

Budget Summary



Winter Lake Estates – 2017 Budget Summary			
	2017 Budget	YTD Act through October	Variance
<u>Income</u>			
Total Income	\$69,300	\$73,281	\$2,490
<u>Expenses</u>			
Landscaping	\$11,750	\$8,483	(\$3,268)
Professional Fees	\$1,407	\$1,398	(\$9)
Insurance	\$1,667	\$930	(\$737)
Office Supplies	\$166	\$218	\$52
Postage	\$168	\$0	(\$168)
Snow Removal	\$13,644	\$1,993	(\$11,652)
Utility	\$8,878	\$5,462	(\$3,416)
Maintenance	\$19,960	\$23,725	\$3,765
WG Condo Streets	\$948	\$906	(\$42)
WBE Streets	\$5,919	\$5,655	(\$264)
Management Fee -City & Village	\$2,772	\$2,872	\$100
Contingency	\$1,935	\$0	(\$1,935)
Total Expense	\$69,214	\$51,641	(\$17,573)
Net Profit (+) or Loss (-)	\$86	\$21,640	\$20,063

Finance Committee – 2017

Budget Summary



Winter Lake Estates - Long Term Plan										
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
	Actual	Actual	Actual	Bud	Est	Est	Est	Est	Est	Est
Income										
Annual Dues / Lot	\$400	\$450	\$450	\$450	\$450	\$450	\$500	\$500	\$500	\$500
Lots			156	156	156	156	156	156	156	156
Builder Lots or Non Payment			-8	-7	-6	-3	-3	-3	-3	-3
Net Lots Paying			148	149	150	153	153	153	153	153
Annual Dues	\$61,985	\$67,352	\$71,565	\$67,050	\$67,500	\$68,850	\$76,500	\$76,500	\$76,500	\$76,500
Special Assessments		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Delinquent Dues		\$5,397	\$8,583	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Interest		\$1,648	\$2,677	\$250	\$250	\$250	\$250	\$250	\$250	\$250
Total Income	\$61,985	\$74,396	\$82,825	\$69,300	\$69,750	\$71,100	\$78,750	\$78,750	\$78,750	\$78,750
Expenses										
Landscaping	\$9,855	\$9,261	\$14,026	\$11,750	\$11,985	\$12,225	\$12,469	\$12,719	\$12,973	\$13,232
Professional Fees	\$852	\$1,394	\$1,506	\$1,536	\$1,567	\$1,598	\$1,630	\$1,663	\$1,696	\$1,730
Insurance	\$1,424	\$1,467	\$1,273	\$1,349	\$1,430	\$1,516	\$1,607	\$1,703	\$1,806	\$1,914
Office Supplies	\$386	\$149	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$262	\$164	\$150	\$153	\$156	\$159	\$162	\$165	\$169	\$172
Snow Removal	\$17,381	\$9,852	\$5,453	\$5,731	\$6,023	\$6,330	\$6,653	\$6,992	\$7,349	\$7,724
Utility	\$7,067	\$7,195	\$7,005	\$7,376	\$7,767	\$8,179	\$8,613	\$9,069	\$9,550	\$10,056
Maintenance (Incl Projects)	\$3,538	\$38,326	\$14,227	\$19,960	\$17,621	\$12,484	\$52,733	\$12,988	\$13,248	\$13,513
WG Condo Streets	\$882	\$906	\$906	\$927	\$948	\$970	\$993	\$1,016	\$1,039	\$1,063
WBE Streets	\$5,618	\$5,655	\$5,655	\$5,786	\$5,919	\$6,056	\$6,196	\$6,339	\$6,486	\$6,635
Management Fee - Villlage		\$2,976	\$2,869	\$2,772	\$2,790	\$2,844	\$3,150	\$3,150	\$3,150	\$3,150
Contingency (3%)		\$0	\$0	\$1,637	\$1,603	\$1,486	\$2,732	\$1,580	\$1,629	\$1,681
Total Expense	\$47,263	\$77,346	\$53,069	\$58,976	\$57,809	\$53,846	\$96,938	\$57,384	\$59,094	\$60,871
Net Profit (+) or Loss (-)	\$14,722	(\$2,950)	\$29,756	\$10,324	\$11,941	\$17,254	(\$18,188)	\$21,366	\$19,656	\$17,879

Response to homeowner questions



Q: Road repair – where located

A: On Winter Lake Drive near treatment plant.

Q: Retention Basin work

A: 1. Trying to secure contractor to repair slow leak; discussions 12/17
2. concern raised about point on lake sinking; will look at repairing when lake is taken down for needed maintenance (likely in next 3-5 years) gives time to build funds. Priorities are dam repair first and foremost, then build funding

3. Lake fountain – waiting until dam repair as lake will need to be lowered

Q: Gazebo's update/replacement/repainting.

A: Gazebo's need to be repaired & painted HOWEVER:

- Gazebo's are "dated"; require significant on-going maintenance; green shingles may need to be replaced, are they used?
- Need *ad hoc* committed to study what to do. Options are:
 1. Straight repair/replace - one estimate \$1,500 each
 2. Update structure – streamline, repair, repaint in earth tones?
 3. Replace structure with concrete benches, picnic table?
 4. Remove and replace with landscaping.
 5. May want to inquire with "locals" their desires.
- Need volunteers for study group.

Response to homeowner questions (cont'd)



Q: Homeowner concrete repairs by concrete contractor

A: Last spoke with Oehm contractor. They were trying to finish up their major projects – expected in next week. Oehm is to contact residents who requested information at that time.

Q: Speeding

A: We can send out a notice to residents to watch their speed; beyond that residents should call and report speeding. Sheriff Marshak said in last year's annual meeting that if they know who the speeders are, a deputy can stop by and discuss speeding with those individuals. Residents should report excessive speeding to the sheriff's department.

Q: Parking on street

A: We would ask that residents make full use of their own parking i.e. in their garages and full use of their driveway. We recognize that it is more convenient for homeowners who have multiple vehicles to park on the street to avoid the inconvenience of moving cars.

JeffCo Planning & Zoning standard is 28' minimum width for subdivision streets and NO parking on one side of street. This was not the standard when Winter Lake Estates was first approved by Jefferson County.



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

Thank you for your input and support!

If you have any questions, please email us.



**2017 Winter Lake Estates
Annual Meeting –
A Community Moving Forward**

