

**2015 Winter Lake Estates
Annual Meeting –
A Community Moving Forward**



AGENDA



- I. **Introduction - Welcome**
- II. **Special Guest: Joe LaPlant, Deputy Chief,
Fire Marshall,
Saline Valley Fire Department**
- III. **Achievements/ Financial Overview** (Robin Reichardt)
- IV. **Changes in WLE Homeowners' Association** (Dom Bausano)
 - A. Mission
 - B. Organizational expansion: Districts, Committees
 - C. Process
- V. **Committee Reports** (Committee Chairs)
- VI. **Response to homeowner questions**
- VII. **Old Business** (Robin Reichardt)
- VIII. **Close of Meeting**

Achievements

- Acted upon the input from the 2014 Resident Survey
- Created Homeowner's database / frequent communication
- Implemented new organization
- Committees formed and actively addressing key topics
- Finished 2014 planned dam repair, erosion control
- Trustees, Committees, and District Reps meeting routinely to get input, assess issues and develop solutions
- Developed and used an aggressive bid process
- Drove input to County resulting in Allen Road clean-up and Samara/141 intersection changes.
- Built relationships with numerous county officials; Sheriff, Fire and County Executive's Staff

Financial Overview



- Continuing to build upon our commitment to run our HOA like a business
- Management company hired to handle accounting
- City and Village brings
 - expertise and transparency
 - Routine Reporting
- Allows Trustees to focus on maintaining and improving our community instead of being in the collection business.

Financial Overview



Unpaid Assessments - Homeowners			
As reported at 2014 HOA meeting, and published in the minutes	# of Homeowners with unpaid	\$ amount of 2014 past due assessments	Total past due all years total
	16	\$6,400.00	\$15,500.00
As of 10/5/15	# of Homeowners with unpaid	\$ amount of 2015 past due assessments	Total past due all years total
	5	\$2,250.00	\$9,095.00
Unpaid Assessments - Builders			
As of 10/1/14	# of Builder's Lots with past due assessments	\$ amount of 2014 past due assessments	Total past due all years total
	1	\$400.00	\$400.00
As of 10/5/15	# of Builder's Lots with past due assessments	\$ amount of 2015 past due assessments	Total past due all years total
	5	\$2,250.00	\$2,650.00 ⁵

MISSION (12/10/2014)

- Help 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

Process (12/10/2014)

1. Take inputs from 2014 survey, indenture responsibilities and distribute the work load with a measure of authority and responsibility using WLE volunteers.
2. Build the organization from the ground up:
 - a) establish a minimum of standing committees
 - b) Establish "*ad hoc*" committees that will have limited life ('sunset') to study, recommend and manage specific issues e.g. lake repair, communications
 - c) Assign committees, choose initial leader or let committee members vote on leader;
 - d) assign key issues from survey to those committees
 - e) ask for status or detailed input/ recommendations within, say 3 months.
3. Use organization described in Operating Agreement of the Winter Lake Trustees Assoc, LLC.
4. Establish meeting times for both HOA & committee meetings. (3x/year)
5. 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.**



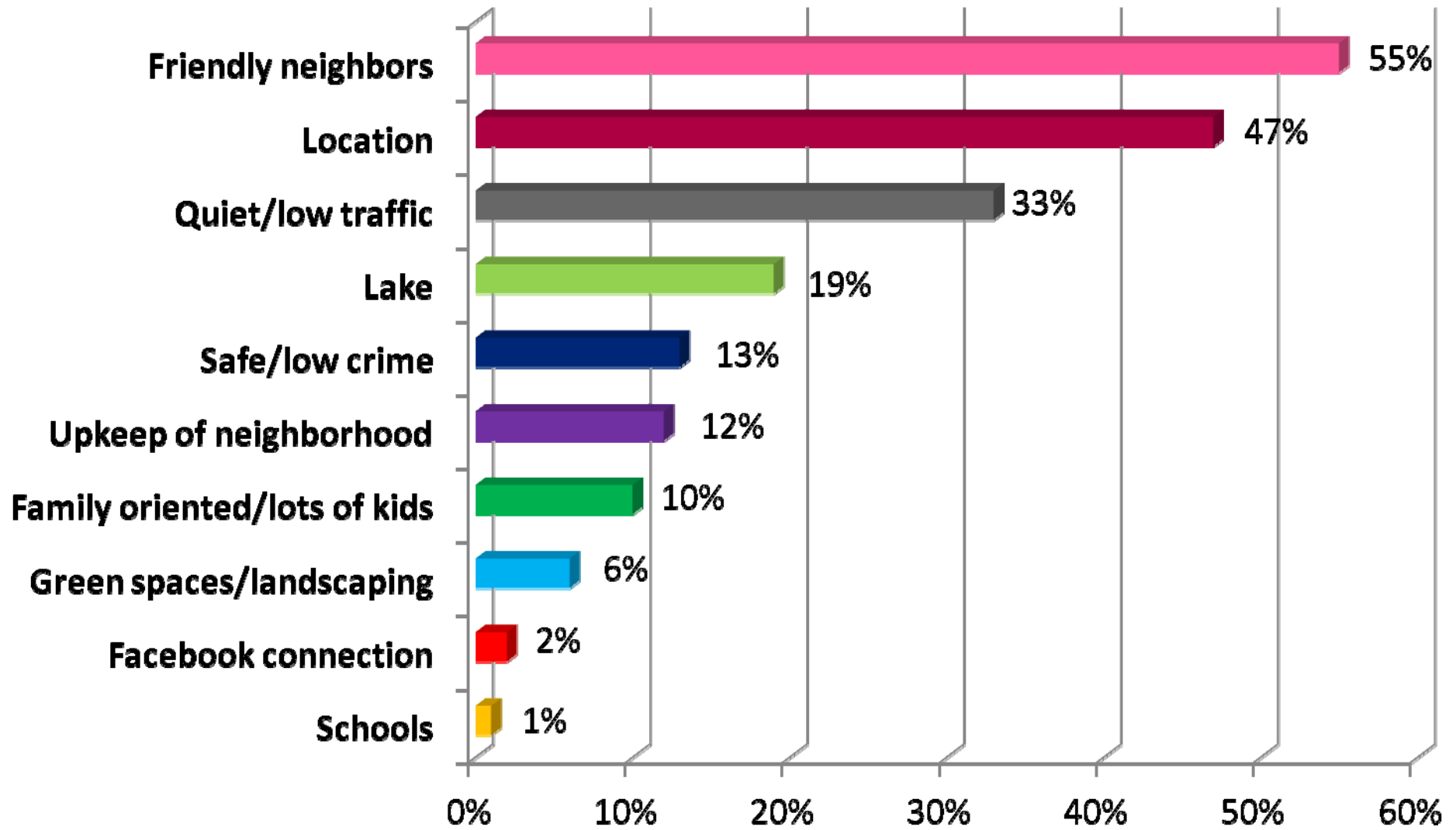
- Subdivided to ensure grass roots representation of neighborhoods
- Divide work-load
- Each has about 30 homes; minimum two reps

District Reps



- #1: Jeanne Fernandez, Joe Trost
- #2: David Morhaus, Keith Karau,
Jack Schlittler, Jeff Pillman
- #3: Lynn McClenahan
- #4: Sarah Guest, Nikki Caito
- #5: Sarah Ishmael, Susan Wall

What Residents Like MOST



2014 Survey Summary:

QUESTION 3: LIKE LEAST	Mentions	%
Parking on street	31	37
Street maintenance/repair	24	29
Poor maintenance of common ground landscaping/lake/empty lots/rock wall erosion	18	22
Speeding residents/traffic	12	14
Tree trimming	11	13
Appearance of Phase 1 neighborhood (entrance, gazebos, construction debris)	9	11
Poor homeowner property upkeep	6	7
Poor communication/ineffective trustees	6	7
Dogs – noise, number, unleashed, vicious, cleanup	5	6
Outsiders using lake/late night fishing	4	5
Other (most just 1 mention each)	21	25

Traffic Safety



COMMITTEES

- Maintenance
 - On-going – lawn, snow removal, (45% of 2015 budget)
 - As needed: **asset repair/replacement**
- Architectural Control (min budget – legal expense)
- Finance
- Communications
- Social Activities (To be formed)

Maintenance Committee



Lots of Volunteers pitching in and helping:

- Tree Trimming & Removal, Brush Cutting, In the Lake Work, Always there when help NEEDED –
Justin Weidner WLD
- Bench Painting, Kiefer Lawn Care Oversight -
Jerry Hoffman WLCir
- Planting Plants in Gardens by Entrance Signs –
Chris Hutson WLD
- Storm Damage to Tree & Street Light, Removal and Ameren Liason –
Tara and Greg Blattner, Dan and Tracey Urschler, and Justin WLD
- Removal of East Lake Hand Rail and Painting it –
John Stumpf, Jack Schlittler, Justin, and Ken
- Painting of West Handrail and Bridge –
Paulette and Ken Barker WLD
- Raking leaves and Sticks off Lake Overflow Grate – All those who do
- Anyone I have missed who helps keep our Neighborhood Clean/repared

MEMBER	DISTRICT
Ken Barker (Chair)	1
Neill Bragge	3
Jerry Hoffman	4
Scott Reinhardt	2
Dennis Robinson	1
Terry Trucks	4
Justin Weidner	3
Patrick Zoellner	5

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	

Maintenance Committee



Routine maintenance

(Lawn and Snow Removal accounts for 45% of our annual budget.)

- **Snow Removal – Already Budgeted for – Need Volunteer for Oversight**

- **Lawn care – Oversight by Jerry Hoffman, WLCir**
 - Thorough bid process; reduced costs of historic treatments by 20-25%
 - Also receiving reseeding, fertilizer and aeration around gazebo's & Common Ground near roadways
 - Need volunteers to water seed, nature not helping this year
 - Vacant Lots are being cleaned by Kiefer's but Developers that own lots are paying cost.

Maintenance Committee



Routine maintenance (repair or replace)

○ Street Repairs

- Bids for repairs to 9 sections of roads sent to 16 Contractors we only received one bid back.
Rich Wilson, Dom, Pat Zoellner, Ken Barker
- Pro Foundation Technology, Inc injected polyurethane foam into 4 road sections in front of 3 Winter Pond to fill void under road and stop washing out of dirt. Dom, Ken
- Committee agreed to have cracks in roads sealed with tar to reduce moisture/ cracking thereby extending life expectancy. Bids in but old.

Ideas:

Lift sections of WLD with Foam, Replace some sections of WLD, Find out cost of asphalt for roads instead of concrete.

Maintenance Committee



Special Projects

○ **APPROACH:**

- Define issues, develop alternate solutions, secure competitive bids, & implement project
- Base work on Competitive bid strategy:

○ **Examples:**

- 2 Spillway repair; Street Concrete Sealing & Replacement
- Looking into Retaining wall fixes now

Maintenance Committee



- **Future**

- Need to input into long term financial plan
- Gazebo's need to be Painted deciding on Plan
- Projects/timing
 - Additional Street Repair/ 2016
 - Repair Fence on Winter Pond / Summer 2016
 - Restock Grass Carp/ Remove Old Large Carp (Volunteers Needed) Spring 2016
 - Survey of Residents about Gazebo's
- **NEED VOLUNTEERS TO HELP JUSTIN, He is not getting any Younger**
- **Next Maintenance Committee Meeting Date is Thurs, December 3rd , 2015**

Architectural Control/Regulations 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	DIST-RICT
Keith Karau (Chair)	2
Chet Baran	2
Heather Cox	1
Sarah Ishmael	5
Deanne Jockish	4
Helge Puchalla	5
Stephen Slama	2
Jason Steurer	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: Tuesday, Nov 3, 7pm

Communications Committee



Critical Issue by Homeowners

(10/14 Survey)

Communications		
Website		
Newsletter		
Facebook		
Annual meeting minutes		
Meeting announcements		

Chair: Jeanne Fernandez, WLDr

- Manages communication w/in WLE via different media
- Committee (5)
- Achievements
 - Newsletter
- Projects underway
 - Website update
 - Next issue of newsletter
- Needs
 - Volunteers
- Future:
 - Website update
 - Schedule next meeting

Lake Front newsletter

 <h2 style="margin: 0;">The Lake Front</h2>	
AUGUST 2015	Winter Lake Estates Newsletter
<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="text-align: center;">  </div> <p>Our annual WLE Homeowners Meeting will be held on Tuesday, October 13, at 7:00 pm. Meeting place is Guffey Elementary School at 400 13th Street in Fenton.</p>	<h3>Traffic/Street Parking Petition Approved</h3> <div style="display: flex; align-items: center;">  <div> <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 required 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> <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> </div> </div>

Communications Committee



- Members
 - Jeanne Fernandez
 - Kim Hawkins
 - Richard Arthur
 - Patti Trucks
 - Mark Jones
- Need volunteers, especially with web programming/graphic design expertise

Contact Info

- Website: www.winterlake.org
- Facebook group:
www.facebook.com/groups/winterlakeestates
- Email: trustee@winterlake.org

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: Kevin Guest, WLCir

- Engagement with Trustees and Committees on financial mgmnt
- Committee (open for volunteers)
- Achievements
 - Routine review of Income/Disbursements
 - Cash balances
 - All vs Budget
 - Input on spending
- Projects underway
 - Monthly & YTD report vs BUD (see slides)
 - Long term planning – under development
- Needs
 - NA
- Future
 - Will be incorporating maintenance needs into 2016 budget planning

Finance Committee



Winter Lake Estates - Budget Summary				
	2015 Budget	YTD Bud	YTD Act	YTD Var
<u>Income</u>				
Total Income	\$74,700	\$74,700	\$72,128	(\$2,572)
<u>Expenses</u>				
Landscaping	\$10,000	\$8,500	\$7,913	(\$587)
Professional Fees	\$1,500	\$1,500	\$567	(\$933)
Insurance	\$1,500	\$1,026	\$1,023	(\$3)
Office Supplies	\$200	\$200	\$149	(\$51)
Postage	\$450	\$450	\$82	(\$368)
Snow Removal	\$14,000	\$10,500	\$9,852	(\$648)
Utility	\$7,200	\$5,400	\$5,333	(\$67)
Maintenance	\$7,000	\$6,700	\$13,937	\$7,237
WG Condo Streets	\$906	\$906	\$906	\$0
WBE Streets	\$5,655	\$5,655	\$5,655	\$0
Special Projects	\$19,000	\$19,000	\$17,374	(\$1,626)
Management Fee -City & Village	\$2,988	\$2,988	\$2,885	(\$103)
Contingency	\$2,022	\$1,517	\$0	(\$1,517)
Total Expense	\$72,421	\$64,342	\$65,676	\$1,334
Net Profit (+) or Loss (-)	\$2,279	\$10,358	\$6,452	(\$3,906)
CASH	\$37,064	\$45,144	\$41,318	(\$3,826)

Special Projects plan



Winter Lake Estates - Special Projects

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
TOTAL	\$28,000	\$15,800	\$16,900	\$14,500	\$1,500	\$41,500
Unplanned/ Unexpected Repair						
Street slab stabilization	3,000					
Street Sealing (WLDr & Pond)		5,000				
Select Slab replacements @ \$1,300/slab						
- Six Slabs		7,800				
- ten slabs				13,000		
- Eight Slabs			10,400			
Street Sealing (All other streets)			5,000			
Street Sealing - patching			1,500	1,500	1,500	1,500
Retaining Wall (Dist 3)		3,000				
Carry-over repairs made in 2015						
Fix spillway (23 cu yd fill)	8,000					
Fix lake south	11,000					
Repair small leak in dam	6,000					
Retaining Basin overhaul - need to derfine						40,000
Bolded values have sound basis for cost estimate						

PRELIMINARY

Social Activities Committee



Chair: Elizabeth Freeman, WLDr

Critical Issue by Homeowners (10/14 Survey)

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

- Objectives defined 12/10/2014
 - Develop A stronger sense of community
 - Improve neighbor-to-neighbor communication
- While committee was envisioned about a year ago; formation was deferred while getting other committees operational.

Response to homeowner questions



Plans to repair rock wall on curve on WLDr?

Does Landscaping company trim the trees on the community property? How often?

NIGHT FISHING AT LAKE -- several neighbors say this goes on a lot, and it is a security risk for them (people can see if **residents** facing lake are not home). They would like it mentioned at meeting that night fishing is not allowed.

QUIET HOURS -- can we amend the Indentures to include specific language about Quiet Hours being 10 pm to 7 am (maybe on FRI and SAT 11 pm to 7 am)?

Increase annual meeting to 2 times per year?

Is there access to Trustee meetings or committee meetings?

Response to homeowner questions (cont'd)



What can be done about people who do not trim their tree limbs?

You cannot walk on the sidewalks b/c of this.

Who is responsible (owner or subdivision) if someone files a claim or lawsuit b/c they were injured (eye poke, cut in the head, etc.) due to low hanging tree limbs?

What can be done about the dead trees in people's yard? (Refer to Arc Control.)

Are there any concerns about the pond being too full with fish where they start dying?

Are there any rules for having RVs in your driveway?

V. Old Business

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

Thank you for your input and support!

If you have any questions, please email us.

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A Community Moving Forward**

