

# WINTER LAKE ESTATES 2015 ANNUAL MEETING MINUTES

October 13, 2015

Trustees: Robin Reichardt and Dom Bausano

**NOTE: see companion slide presentation for more details.**

## I. Introduction

- a. Trustee Dom Bausano opened the meeting and welcomed residents, then introduced a special guest, Deputy Chief/Fire Marshall Joe LaPlant, of the Saline Valley Fire Department. Dom said the Saline Valley Fire Department and other firehouses responding did a marvelous job getting the fire under control. Our thanks for their service.
- b. Special thanks also to Liz Fendler of Paradigm Realty, who provided refreshments.

## II. Fire Safety

- a. Chief LaPlant discussed the recent home fire on WL Blvd. He said the fire went to a Third Alarm status, and seven fire trucks responded. The fire started accidentally on the deck, but no exact cause is known. Modern home construction materials mean that a house can be fully engulfed in fire in as little as 3 minutes.
- b. Chief noted a key issue in fighting home fires is the congestion of parked cars and neighbors coming to observe. He advised that as soon as a fire is noticed, to move parked cars away to give better access to fire trucks.
- c. **Fire Safety Tips:**
  - i. Do not landscape around or cover up access to hydrants, electrical or gas meters.
  - ii. Put a burn mat under grills or chimineas on decks.
  - iii. Ash from fire pits/grills can hold heat for up to 7 days. To be safe, put ash in a metal bucket and add water. Let it sit for several days, then pour on your outdoor shrubs/landscaping.
  - iv. Replace smoke detectors every 5 years or follow manufacturer recommendations. Also keep detectors free of dust and pet hair by regularly vacuuming them. Never remove smoke detectors yourself – it can cause the entire wired system to malfunction.
  - v. Place a carbon monoxide detector on each level of your home. Place on wall no higher than chest height.
  - vi. Have a certified chimney sweep clean your wood-burning fireplace flue every year.

## III. Achievements – Robin Reichardt

- a. Acted on input from the 2014 Resident Survey
- b. Created Homeowner contact database and sent frequent email communication.
- c. Implemented new subdivision organization.
- d. Committees formed and actively addressing key topics.
- e. Finished 2014 planned lake dam repair and rock erosion control.

- f. Trustees, Committees, and District Reps meet routinely to get input, assess issues and develop solutions.
- g. Developed and used a new aggressive bid process to hire Kiefer Landscaping and Lawn Care.
- h. Dom Bausano initiated dialogue with Jefferson County on Allen Road clean-up and Samarra Estates/Old 141 intersection improvement.
- i. Built relationships with numerous county officials; Sheriff, Fire and County Executive's Staff.

#### **IV. Financial Overview – Robin Reichardt**

- a. Continuing to build on our commitment to run our HOA like a business.
- b. Hired City & Village management company to handle accounting. They offer expertise, transparency, monthly financial reporting and allow the Trustees to focus on maintaining and improving our community instead of being in the collection business.
- c. We are making progress on collecting unpaid assessments from homeowners and developers of vacant lots. The number of homeowners in arrears has dropped from 16 to 5 vs. one year ago. C&V has collected about \$6,000 of previously unpaid Homeowner assessments and delinquent interest.

#### **V. Changes in WLE Homeowners' Association – Dom Bausano**

- a. **Mission**
  - i. Help develop a friendly & helpful community
  - ii. Provide services and manage standards to maintain and/or improve property values
  - iii. Assure that we have a safe community
- b. **Drivers in support of Mission**
  - i. Improved communication and two-way dialogue
  - ii. Involvement of homeowners on grass-roots basis
  - iii. Pro-actively manage Indenture defined issues and community support issues
- c. **Process and Organization** – Dom outlined the new process, district boundaries and committee structure. To streamline activities, committees are advisory in nature. They are to study issues and develop priorities, and possible solutions. Committee recommendations are made to the Trustees at Trustee meetings. Trustees have the responsibility and authority to act on those recommendations. He also briefly reviewed key issues identified in the 2014 Residents Survey.

#### **VI. Maintenance Committee Report – Chair Ken Barker**

- a. Ken outlined the committee's responsibilities, recognized members and noted the many contributions made by residents to maintain the neighborhood.
- b. **Lawn Care & Snow Removal**
  - i. Lawn and Snow Removal account for 45% of our annual budget.
  - ii. Need Volunteer for oversight of our snow removal service.  
Lawn care – Oversight by Jerry Hoffman, WL Cir
  - iii. Lawn Care – oversight by Jerry Hoffman. Committee used our new bid process to hire Kiefer and reduced costs of treatments by 20-25%. We also received reseeding, fertilizer and aeration around gazebos and common ground near roadways.

- iv. Need volunteers to water seed around gazebos.
  - v. Vacant lots are being maintained by Kiefer, and developers who own those lots are paying cost.
- c. Street Repairs**
- i. Bids for repairs to 9 sections of roads were sent this Spring to 16 Contractors. Only 1 responded due to being backed up on projects due to rainy season.
  - ii. Pro Foundation Technology was hired to inject polyurethane foam into 4 road sections on Winter Pond. The foam filled voids under the road. May also explore lifting sections of WL Drive with foam.
  - iii. Gathered bids to have cracks in roads sealed with tar to reduce moisture/cracking and extend life expectancy.
  - iv. Currently comparing cost of asphalt for roads instead of concrete, but no decision made until more is known.
- d. Special Projects**
- i. Committee is using process to first define issues, then develop alternate solutions, secure competitive bids and implement special projects.
  - ii. Currently exploring options to fix erosion of large rock wall along curve of WL Drive.
- e. Future Needs**
- i. Gazebos need to be painted -- deciding on plan
  - ii. Additional Street Repair/ 2016
  - iii. Repair fence on Winter Pond / Summer 2016
  - iv. Restock grass carp and remove old large carp in lake -- volunteers needed in Spring 2016
  - v. Survey of residents about future maintenance of gazebos
  - vi. **Next meeting: December 3.** Contact Ken Barker if you are willing to volunteer for maintenance projects.

## VII. Architectural Control Committee Report – Chair Keith Karau

- a. Keith reviewed responsibilities of committee: advise/approve new home additions/patios/decks/pools/fences, enforce Indentures on home maintenance, dogs, trash cans, vehicles in driveways, etc.
- b. Committee achievements include providing Information on tree planting along curb, garbage can communications, liaison with Jefferson County to improve street parking and speeding issues, installation of No Parking signs along WL Drive dangerous curve, approvals for homeowner requests, improved look of vacant lots.
- c. **Next meeting: November 3.** Contact Keith Karau if you are willing to volunteer.

## VIII. Communications Committee Report – Chair Jeanne Fernandez

- a. **Lake Front Newsletter** -- Committee has begun publication of new quarterly Lake Front newsletter. It is emailed to residents. Send email to Trustee if you are not receiving it.
- b. **Winter Lake Website** – preliminary work has begun to develop new user-friendly website with more features for residents. It will replace the current [www.winterlake.org](http://www.winterlake.org) website. Need volunteers who have web programming/development or graphic design expertise.

- c. **Facebook group page** – committee and Trustee Dom Bausano are posting regularly. Group page can be found by searching *Neighbors*:  
[www.facebook.com/groups/winterlakeestates](http://www.facebook.com/groups/winterlakeestates)

## **IX. Finance Committee Report – Chair Kevin Guest**

- a. Committee works with Trustees and Committees on financial management, and is looking for volunteers.
- b. Achievements include improved regular review of Income/Disbursements, cash balances, All vs Budget and input on spending.
- c. Projects currently underway include Monthly & YTD report vs BUD (see slides), long term financial planning. The committee will be incorporating maintenance needs into 2016 budget planning.

## **X. Social Committee Report – Chair Elizabeth Freeman**

- a. This committee is just getting off the ground with the appointment of its first Chair, Elizabeth Freeman. She is looking for volunteers to help.
- b. Elizabeth said she will initially focus on production and distribution of Welcome Baskets for new residents. Future activities may include planning neighborhood events and parties.

## **XI. Homeowner Questions – Robin Reichardt**

**Q: Are there plans to repair the rock wall on curve on WL Drive?**

**A:** Yes, the Maintenance Committee is now evaluating possible solutions and will gather bids.

**Q: Does the lawn/landscaping company trim the trees on the community property? How often?**

**A:** No, that is not part of their regular contracted service. They do remove/trim individual trees on an as-needed basis.

**Q: Can night fishing at the lake be stopped? Some residents feel it is a security risk.**

**A:** We cannot prevent residents from fishing at any time. If you suspect they are not residents, call the Jefferson County sheriff. They can enforce trespassing laws.

**Q: Can we amend the Indentures to include specific language about Quiet Hours, such as 10 pm to 7 am?**

**A:** It takes a 2/3 majority of residents to amend Indentures and is not warranted in this case. Trustees recommend you first discuss with your neighbors. If that does not solve the problem, contact JeffCo Sheriff. Jefferson County has very strict noise/disturbance ordinance and will enforce.

**Q: Can you increase WLE Annual Meetings to 2 times per year?**

**A:** Indentures only require 1 meeting per year. Based on low attendance, Trustees do not feel 2 meetings would be productive.

**Q: Is there access to Trustee meetings or committee meetings?**

**A:** Invitees to Trustee meetings include only Trustees, District Reps and Committee Chairs. Meetings are held in private homes, and space does not permit opening these meetings to all residents. Meeting minutes are posted on the WLE website.

Trustees can also post meeting dates on Facebook to enable residents to give their District Reps feedback on any issues they feel need to be addressed.

Committee meetings are open to committee members only. If you volunteer for a committee, you are welcome. In future, Committee Chairs will be asked to post meeting minutes on the WLE website. Homeowners' should write to or contact the committee chair or a Trustee should the need arise.

**Q: What can be done about people who do not trim their curbside tree limbs?**

**What can be done about the dead trees in people's yards?**

**A:** The Architectural Control Committee is working to improve communication with residents on necessary tree trimming and removal. Please contact a Trustee with any homeowner maintenance issues so the Committee can address them.

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

**A:** The homeowner is responsible for the entire area from the street up to their home, including the sidewalk and trees. You would need to consult a lawyer about homeowner liability.

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

**A:** Yes, the Maintenance Committee is working to develop a plan to remove old large carp and restock the lake with smaller ones. Volunteers are needed in 2016 to help with this. Contact Ken Barker.

**Q: Are there any rules against parking RVs in your driveway?**

**A:** Yes, the Indentures specifically prohibit the parking of commercial vehicles, RVs, trailers and boats in driveways or on the street. Contact a Trustee if you have issues with violations of this rule.

**Q: Can we change the District names to something more fun:**

**A:** That would be fine. If you have suggestions, send an email to your District Rep or a Trustee.

## **XII. Old Business**

- a. Communication on major decisions – one resident expressed dissatisfaction on how some prior decisions like No Parking were handled. She feels more resident feedback should be solicited by Trustees before those decisions are finalized. Another resident suggested homeowners be polled with short 2-3 question issue-

specific surveys to gather feedback. She suggested the free online Survey Monkey website be used as an easy way to administer surveys in future.

### **XIII. Contact Information**

- a. **Trustees** – email [trustee@winterlake.org](mailto:trustee@winterlake.org)
- b. **District Reps**
  - i. **District 1**
    - 1. Jeanne Fernandez – [jeannetini@gmail.com](mailto:jeannetini@gmail.com)
    - 2. Joe Trost – [joetrost7@yahoo.com](mailto:joetrost7@yahoo.com)
  - ii. **District 2**
    - 1. Dave Morhaus – [dmorhaus@aol.com](mailto:dmorhaus@aol.com)
    - 2. Keith Karau – [keith.karau@gmail.com](mailto:keith.karau@gmail.com)
    - 3. Jeff Pillman – [pillbass@gmail.com](mailto:pillbass@gmail.com)
    - 4. Jack Schlittler – [maryschlittler@att.net](mailto:maryschlittler@att.net)
  - iii. **District 3**
    - 1. Lynn McClenahan – [lynnmc309@gmail.com](mailto:lynnmc309@gmail.com)
  - iv. **District 4**
    - 1. Sarah Guest – [guestsk@sbcglobal.net](mailto:guestsk@sbcglobal.net)
    - 2. Nikki Caito – [nikkicrd@yahoo.com](mailto:nikkicrd@yahoo.com)
  - v. **District 5**
    - 1. Sarah Ishmael – [ishmaels2008@gmail.com](mailto:ishmaels2008@gmail.com)
    - 2. Susan Wall – [susankwall@gmail.com](mailto:susankwall@gmail.com)
- c. **Committee Chairs**
  - i. Maintenance – Ken Barker – [paraffindr@aol.com](mailto:paraffindr@aol.com)
  - ii. Architectural Control – Keith Karau – [keith.karau@gmail.com](mailto:keith.karau@gmail.com)
  - iii. Finance – Kevin Guest – [kevin.quest@purina.nestle.com](mailto:kevin.quest@purina.nestle.com)
  - iv. Communications – Jeanne Fernandez – [jeannetini@gmail.com](mailto:jeannetini@gmail.com)
  - v. Social – Elizabeth Freeman – [whatelizabethwants@gmail.com](mailto:whatelizabethwants@gmail.com)

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