



RAINTREE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes

October 19, 2020

Opening – President Dave Wooldridge called the Board meeting to order at 7:03 pm with the Pledge of Allegiance and announced a Quorum. Only Board members attended with the meeting livestreamed on Zoom communications software.

Present Board Members – Dave Wooldridge, David Getty, Barb Murrill, Al Wideman, Michael Hinkle, Tammy Ponzar, and Deb Enderson were in the room. Chris Waller, and Adam Crites joined and participated via Zoom communication software.

Absent Board Members – n/a

Approval of Agenda – A **Motion** was made by Dave G and seconded by Barb. to approve the agenda. The **Motion** to approve the Agenda **carried unanimously**.

Approval of Minutes – A **Motion** was made by Barb and seconded by Al to accept the open Minutes of the September 20, 2020 meeting. The **Motion passed unanimously**.

Approval of Closed Minutes – A **Motion** was made by Barb and seconded by Michael to accept the Closed Minutes of the September 20, 2020 meeting. The **Motion passed unanimously**.

Treasurer's Report & Monthly Check Report - Barb reviewed the Balance Sheet, prepared on a Cash basis, which shows total assets as of September 30, 2020 of \$1,478,152.46 including roads, buildings, equipment, and all other POA assets. It includes \$132,464.05 representing the two matured Certificates of Deposit which will be discussed in the Finance Report. Barb also reviewed the Monthly Check Report showing total expenditures of \$86,625.28 which included \$3,400 for one-third of the cost of annual accountant services, \$3,471 for security cameras, and \$30,892.20 for the required annual Infrastructure Crisis Fund (required to be 5% of the prior year's assessment receipts.) A **Motion** was made by Barb and seconded by Dave W to approve the Balance Sheet, P&L Statement, and Monthly Check Report. The **Motion passed unanimously**.

Correspondence Report – Deb shared that Correspondence received for September included a notice of the POA and to each Board member being sued by David Staloch, a request from one candidate to remove his name from the ballot, a request from a Property Owner to assign his voting rights, a notice of a resident unlawfully occupying a residence, and an ACC request. A thank you from a resident and another thank you from Hillsboro Food Pantry were also received. Correspondence sent include two ACC issues and the submission of 237 delinquent assessments to MCA Collections.

Standing Committee Report.

- **Administration:** Dave W informed the Board that the Special Assessment invoices have been mailed. The office staff continues to issue vehicle, boat, and golf cart stickers, welcoming new Raintree residents and new Property Owners, working through challenges caused by COVID-19, and working with ACC and Rules projects. He noted that the Maintenance crew is seeking a full-time replacement employee.
- **Legal:** Dave W. informed the Board that a Writ of Prohibition was filed and sent to the judge for review on October 10th trying to block the Objection Hearing. Those trying to block progress had also filed 1) a motion to change the date and location of the hearing, and the Judge rescheduled the hearing for November 23 at 9 am in Jefferson County unless JeffCo Courthouse is closed, in which case it will be held in St. Charles County Court and 2) a motion for a temporary restraining order on October 8 trying to block the Judge from continuing with the Objection Hearing. Each one of these filings causes additional legal expense for the POA and Property Owners.
- **Architectural Control:** David G reported that the ACC has continued their method of holding meetings via emails to comply with social distancing but allow all inspectors to participate. There are twelve houses in process

of being built and approximately twenty total projects. He again reiterated that road cuts are rough and require a settling period before they can be filled in, so care is needed when driving over them.

- **Communications:** Deb reported the last year's communication activity included the following:
 - The feedback on the information available for the Annual Election by mail, email, the website, and Facebook was good.
 - Enhancements for the website are being discussed.
 - We look forward to producing the first e-newsletter for distribution by email.
- **Community Relations:** Deb reported that the CRC has accomplished the following:
 - Distributed close to 200 Contact Forms and Talent and Interest Surveys at election and is looking forward to having those completed forms returned to the office
 - Food drive led to the collection of at least a dozen boxes of food placed in POA office through the Annual Meeting/Election to benefit Hillsboro Food Pantry. Reminder flyers distributed at gates. Thank you to all who contributed.
 - To eliminate crossover efforts and confusion, the "Communication Team" on CRC has been moved to the Communications Committee. CRC will continue in various means of interacting with the community
 - In coordination with John Mosely and the golf cart club, a new "truck or treat" is being added on Halloween in the Autumn Lake boat ramp parking area. Michael H. is overseeing that process from the POA perspective.
- **Finance:** Barb reported the following:
 - \$30,892.20 was added to the Infrastructure Crisis Fund (ICF), representing 5% of collected assessments from last year, as required by the By-Laws. The ICF is available for use only for "Government mandates, major dam issues, major road issues, major building damage, or major equipment damage." Use of the fund requires approval by 8 of the 9 Board members.
 - Special Assessment income is coming in, as approved in the Annual Election. This ballot item provides for a \$50 per lot assessment to be applied 50% for security and 50% for maintenance. These funds will be spent over and above any budgeted items. The POA annual tax return due date had been extended, and the return has been filed. The office team and the accountant are in the process of cleaning up and simplifying our balance sheet to eliminate duplicate accounts and make it easier to read. As a reminder, the financial reports for each month are available in the POA lobby. She reminded us that amounts over the FDIC-insured limit are swept into a POA excess checking account to protect them. The matured CD designated for Capital Improvement is held in a sub account under this excess checking account until an interest rate worth tying up the money for is available.
- **Lakes and Beaches:** Michael Hinkle, new Chair for Lakes and Beaches, provided a report including:
 - Working on getting representatives from all four lakes on the L&B Committee
 - Ordered 500 walleye for Autumn Lake at a cost of \$1,250 which will be delivered when the water temperature drops to 55 degrees
 - Monitoring Autumn and Spring Lakes' low water levels, and Autumn is 6-8 inches from going No Wake
 - Investigating potential solutions for the greatly deficient Lake Patrol boat
 - Working with a CFE consultant about potential updates to the beach area
 - Looking into installation of a parking pad for the food trucks
 - Creating a list of additional enhancements to consider for the coming year
- **Maintenance:** Dave W's report. The crew has
 - Fitted a new maintenance truck with the new snow plow and the old salt spreader
 - Repaired and tested snow equipment
 - Filled pot holes
 - Painted speed bumps
 - Rented an excavator and cleaned out and repaired ditches
 - Repaired irrigation system
 - Cut and removed fallen trees and debris from park and roads
 - Removed large amount of tree limbs dumped at Turkey Trail and Prairie Ct.
 - Finished grass cutting for the season
 - Trimmed tree limbs overhanging roads and vegetation causing "line of sight" problems for drivers
 - Performed routine maintenance on vehicles and equipmentProperty Owners should fill out a work order if they see something that needs attention. Property Owners are reminded NOT to dump yard waste in ditches or on undeveloped lots.
- **Roads:** Barb reported that

- A \$252,000 contract was awarded to West Paving in anticipation of \$155,952 assistance in road repair funding by the EPA due to the damage by remediation trucks. There are 19 additional sites expected to be remediated, 4 this fall and the others next spring and summer.
- Numerous complaints and requests to control speeding in Raintree have been received. The safe speed limit in Raintree is 20 mph. She is talking with road engineers and the Fire Department to discuss speed limit signs, lights, and speed bumps as well as other possible options.
- Road repairs on Lake Ridge were completed this week.
- **Rules:** Dave G presented the monthly Rules report, which focused on:
 - Tammy Ponzar is the new Co-Chair for the Rules Committee
 - Speed – Please respect and follow the 20-mph speed limit. There are continuous complaints, including even passing other vehicles. The first offense for this carries a \$100 censure for reckless driving due to how dangerous it is for all involved.
 - All complaints are investigated, and legitimate issues are discussed with the violators before a censure is sent.
 - 29 censures have been issue since January, resulting in collection of \$1,725 in censures
 - Gate crashes and repairs have resulted in \$4,267.35. One gate crusher is going to court October 23 to protest having to pay.
- **Security:** Chris provided his report that
 - Speeding is an issue, and noted in Roads and Rules reports.
 - There has been an increase in the time it takes for the front gate to open and close that could allow tailgaters through. The control card was replaced, and the situation is being monitored. Tailgating through an entry gate is prohibited, and carries a \$100 censure for the first offense unless the gate is knocked down, which increased the cost to \$250 plus repairs.

Old Business –

- Election – Congratulations to Board members Tammy Ponzer, Adam Crites, Michael Hinkle, and Barb Murrill.
- Boat Sticker Placement – Al verified that the state rules simply require that the Raintree sticker doesn't interfere with the state sticker. He and Michael will decide the best placement for the 2021 boat stickers.
- Size of boat sticker characters – Al said the state stickers are 3 inches high, and the cost of increasing the template to increase the size of Raintree's stickers (currently 2 ¼ inches) would be significant. No change is being proposed.
- Certificate of Deposit – Barb reiterated that the matured CDs are being held in the Excess Checking Account. Most of that money is designated for Capital Improvements but approximately \$25,000 is available as general expenses.

New Business –

- Required Motorized Stickers – Al made a **Motion** and Michael seconded to allow a watercraft powered only by a battery-powered trolling motor to be considered a non-motorized watercraft. He felt the \$80 motorized fee was disproportionate for this type of motor, and Barb opposed that idea saying that they were using the lake, and it would be difficult to police. The **motion passed** with Barb voting nay.
- Accounts Clean Up – Barb shared that the accountant stated that our books include unnecessary accounts. She proposed that we combine them logically. She made a **Motion** that we aggregate Prepaid Assessments. Dave W seconded, and the **motion passed unanimously**.
- Committee Proposals – Deb announced that each Committee Chair had been asked to formulate plans for enhancements that can be done within their budget over the next year. A list of suggestions was distributed to Board members on October 6 urging that we take this opportunity to plan for the upcoming year. One of the items on the list was that each Committee Chair document committee processes, role, contacts, etc. Each Chair should draft their report. Deb also had distributed a copy of the responses of desired amenities in January 2018 from 335 responses to the Security Newsletter request. The Board discussed one of those items being the Boat and Trailer parking facility. Dave W suggested that we address the proposals of a couple Committee Chairs at a time.

Adjournment – A **Motion** to adjourn was made by Dave G and seconded by Michael, and the **Motion passed unanimously**. **The meeting was adjourned** at 8:32 pm.

Open Forum – Zoom livestream comments–

Aaron C – Questioned whether boat sticker revenue is assigned to Lakes and Beaches. It is not. That income is part of the general budget

Linda C – Asked if boats with trolling motor use the boat ramp (some do, some have docks) and suggested that e-newsletters could announce potential projects

Minutes submitted by: Deb Enderson, Board Secretary