



## RAINTREE PLANTATION PROPERTY OWNERS ASSOCIATION, INC.

### Board of Directors Meeting Minutes

February 15, 2021

**Opening** – President Dave Wooldridge called the Board meeting to order at 7:10 pm with the Pledge of Allegiance and announced a Quorum. Only Board members attended with the meeting livestreamed on communications software.

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

**Absent Board Members** – Adam Crites was absent.

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

**Approval of Minutes** – A **Motion** was made by Michael and seconded by Al to accept the open Minutes of the January 18, 2021 meeting. Barb requested a change to show the financial reports to be on an Accrual basis rather than Cash. The **Motion** to approve the amended **Minutes passed unanimously**.

**Treasurer's Report & Monthly Check Report** - Barb reviewed the Balance Sheet, prepared on an Accrual basis, which shows total assets as of January 31, 2021 of \$1,403,848.67 including roads, buildings, equipment, and all other POA assets. Barb also reviewed the Monthly Check Report showing total expenditures of \$137,271.10 which included \$113,403.00 to West Contracting for road repairs. A **Motion** was made by Deb 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 sent for January included 725 Special Assessment past due notices. Correspondence received included one request for an extension of time for the Special Assessment and one negative opinion about the Golf Cart Committee.

#### **Standing Committee Report.**

- **Administration:** Dave W informed the Board that the office staff is:
  - Processing Special Assessment payments,
  - Working through challenges caused by COVID-19,
  - Welcoming new residents and property owners,
  - Preparing on year end updates,
  - Recording new boundary line adjustments billing prorated assessments on properties acquired from those owned by Jefferson County,
  - Preparing and mailing 725 Special Assessment past due notices,
  - Assisting with golf cart preparation for inspections, and
  - Working with ACC and Rules projects.
- **Legal:** Dave W. reminded the Board that the Judge gave the attorneys until 5 pm on February 1 to file any additional orders, and the objectors' attorney filed an order one day late, which we have no idea how the Judge will handle. At this time we are waiting for the Judge to make his decision.
- **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. On this basis the review and approval process has been very efficient, and emails are saved as part of the record.
  - As of February 10, 2021 we have 11 homes are under construction and 24 miscellaneous projects are in process. ACC is in the process of approving a seawall, two houses, and a patio.
  - The house to be built in Section 14 will require a variance, to be discussed in New Business.
- **Communications:** Deb reported the communication activity included the following:

- The Communications Committee continues to deliver the second e-newsletter Raintree Roundup at the end of each month to all Property Owners who have signed up their email addresses to the “Mailchimp” email service.
- Numerous emails, Facebook postings, and Nextdoor postings have been released this past month, 10 so far in February. Emails from Mailchimp show a return address of [Office@RaintreePOA.net](mailto:Office@RaintreePOA.net). Check your spam folder if you aren’t seeing them.
- Facebook shows the Raintree POA Community page has 977 followers.
- So far 352 email addresses have been loaded to the Mailchimp tool by Property Owners. See the [www.RaintreePOA.net](http://www.RaintreePOA.net) site for the link to Mailchimp signup. If anyone has trouble, contact Deb and she will help.
- The website redesign project is actively in process.
- **Community Relations:** Deb reported recent CRC activity, as follows:
  - Committee meets at 7 pm via Zoom on the Wednesday prior to the monthly Board meeting
  - The CRC is making plans for a Zoom Community Conversation at 7 pm on February 11. Send an email to receive the link to join the meeting.
  - CRC is creating additional information to be distributed to new Owners when they go to the office to register themselves.
  - CRC is planning a thank you to Raintree Volunteers to replace the picnic that COVID cancelled.
  - CRC sponsored a Food Drive in January that generated eight boxes of food for the Hillsboro Food Pantry.
  - The CRC is proposing Committee logos, which we will discuss in New Business.
- **Finance:** Barb reported that:
  - 725 past-due Special Assessments will be delivered to Collections at the end of the week. The Special Assessment was approved in the September Annual Election to be divided between Maintenance and Security and was due by January 15th.
- **Golf Cart:** Tammy reported that:
  - As of February 8 over 30 Golf Cart inspections have been completed with another 25 scheduled.
  - Appointments have gone well, and Owners have been kind, patient, and understanding.
  - The deadline for getting a 2021 golf cart sticker has been extended to April 1.
  - Current liability insurance for the golf cart can be presented at the inspection appointment or emailed in advance to [Office@RaintreePOA.net](mailto:Office@RaintreePOA.net)
  - The \$10 can be paid in advance by cash, check, or credit card at the office or deposited in the drop box in the back lower-level parking lot, or brought to the appointment.
  - She expressed a big thank you to the office staff for all their assistance.
- **Lakes and Beaches:** Michael shared that:
  - He is still looking for and waiting for bids for a new Patrol Boat. Discussion ensued, with Al sharing that the old boat needs a considerable amount of work before it could be used again this year. The suggestion was made to form an ad hoc committee to help with the boat search.
  - He spoke with several companies about lake treatment and is waiting for their bids.
  - He is researching arrangements, Owner food and availability preferences, and talking to food truck owners.
  - He will be presenting a Motion the charge the food truck owners to park here in New Business.
  - Lakes and Beaches volunteers from Winter and Summer Lakes are still needed.
- **Maintenance:** Dave W. reported the crew has been busy with these projects:
  - Worked multiple snow and ice events
  - Received the last of our prepaid salt for roads treatment. Will discuss again in New Business.
  - Repaired north Hwy B lights with new conduit and wire
  - Performed routine maintenance and made multiple repairs on vehicles and snow equipment
  - Cleared blockages from culverts
  - Cut and removed trees/volunteer growth from ditches
  - Responded to security issues at gates
  - Filled pot holes
  - Picked up large amounts of trash and various items dumped on the road sides
  - Asks residents to please use off street parking when any winter weather is eminent and to help with picking up trash when out walking.
  - Dave asked Owners to avoid parking on the roads at all times and use the garage and driveway instead because parked vehicles make everyday driving difficult on our narrow roadways.

- Property 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 progress on roads is as follows:
  - Plantation road work continues but has been delayed by cold temperatures. Unstable concrete sections are being replaced. Also, the speed bump placed near the stop sign is being moved 50 feet back at no additional cost.
  - Work done on Lake Ridge 3-4 months ago formed a dip, which was anticipated due to the depth, and which will be repaired by Meramec Paving when it is warm enough for asphalt work
  - EPA is still trying to contact Property Owners who have not had their soil tested for lead. Please direct your questions to the EPA. Any work necessary is being done for free at this time, but if you ignore this opportunity and are required to remove and replace your soil when you sell your property, it will be done at your cost.
  - MoDot approved the “Early Warning System for Hwy B at our entrance months ago, and we have been advised that the project will go out for bids in August. The state will install two flashing beacons on Hwy B with sensors on Column to trigger the flashing lights.
- **Rules:** Dave G presented the monthly Rules report, telling us:
  - 3 violation letters were sent in January, for campground littering, tailgating, and an ATV on Raintree roads (not the same ATV that caused damage to Raintree property.)
  - The Sheriff is handling our prosecution of the person who damaged the back of Autumn Lake dam from a truck driving on it.
  - Security logged 6 incidents of tailgating and gate and other property damage
  - A Polaris ATV caused damage at the beach and around the gate, and there are at least two such vehicles in Raintree. Concerned Property Owners are sending pictures, videos, and other actionable information to the office. There was discussion of whether we can release the pictures and videos on the website or at the gates to assist with identifying the offender who caused the damage.
- **Security:** Chris provided his report that:
  - He is researching the challenges of adding Access kiosks at other gates
  - A resident suggested a system where the gate equipment scans the vehicle sticker to open the gate
  - He is reviewing the office wi-fi system
  - Only one incident of a gate down occurred in January, and then the front gate was stuck open this past weekend
  - After some discussion it was agreed that Dave W. will be added to the list of email contacts when a gate is down, and the responder will be asked to reply to all so everyone knows the matter is addressed.

#### Old Business –

- New Maintenance Equipment – Barb informed the Board that bids were requested to use some of the Maintenance income to purchase a mini excavator because that is a frequent need and would avoid having to schedule and rent one. This item is being deferred to next month pending receipt of the bids.
- Unfinished Business – Barb informed the Board that Robert’s Rules states that Old Business is not the proper label for items being worked after the initial introduction. Barb made a **Motion** and Deb seconded that the section of the Agenda be changed to “Unfinished” Business. The **Motion passed unanimously**.
- Food Truck Fees - Michael reported that he found when talking to Food Truck owners that they are normally charged \$50 to \$75 per day to park. After some discussion Michael **Motioned** to have Food Trucks pay \$50 per day as a rental fee to cover clean up, trash, etc., seconded by Dave Getty, and the **Motion passed unanimously**.

#### New Business –

- ACC Variance – Dave G. made a **Motion** and Chris seconded to approve a 7-foot variance to the 30-foot setback requirement because of an irregular back lot border for Section 14 Lot 214A. The **Motion passed unanimously**
- Salt Purchase – Barb made a **Motion** and Deb seconded to approve the purchase of additional road salt for this winter. The **Motion passed unanimously**.
- Committee Logos – Deb introduced a discussion about the CRC’s desire to create logos for the different committees. Board members stated that all committees serve under the Board, and there is already a Raintree POA logo. They also had concern that different logos would complicate the work of the office staff. Dave W. suggested the discussion be tabled and let the CRC develop logos that mirror the POA logo form and colors and keep the full Raintree Plantation name for consideration under Unfinished Business in March.

**Adjournment** – A **Motion** to adjourn was made by Barb and seconded by Deb, and the **Motion passed unanimously**. The meeting was adjourned at 8:25 pm.

**Open Forum** – Livestream comments:

Linda Camden expressed her appreciation to Laura for her preparation for the Community Conversation and also suggested that maybe Volunteers on the Lakes and Beaches Committee could use their own boat if no new Patrol Boat is purchased

Laura Briese suggested that we contact other businesses adjacent to Raintree and suggest they also contact MODOT and also suggested we advertise gate violations in the Raintree Roundup. She also suggested that any Raintree Owner who owns a food truck contact Michael.

Thank you to Derek Pryor for livestreaming and posting the meeting.

Minutes submitted by: Deb Enderson, Board Secretary