

WINDCASTLE PLAT 1 HOA ANNUAL MEETING

MINUTES NOVEMBER 19, 2019

Attendees:

#4 Brewer	#8 Killian	#14 Hollis	#21 Ruff
#27 Callier	#28 Tocco	#29 Yeager	#30 Tyree
#33 Shine	#39 Dierking		

Proxy:

#5 Twillman	#15 Greco	#18/19 Franklin
#20 Kniffen	#22 Smith	

* The meeting was called to order by Kevin Yeager. Introductions of DNI Property Management personnel, Eric See-Leynes and Beth Brown, were made.

* Minutes were reviewed. Motion was made and seconded to approve Minutes from March 13, 2019 meeting. Approved unanimously.

* Open Issues: It was disclosed that changes could not be made to CCR's due to minimum voting requirements were not attained. This may be revisited due to a recent court ruling but more information needs to be understood.

* New Business

- ◆ New Board Member Vote - nominations were requested, proxy ballots collected with Tom Tyree being voted in as a Board Trustee, effective immediately for a three year term. Tom will be replacing Mike Gunter.
 - Motion to approve Tom Tyree was made and seconded, unanimously approved.
- ◆ 2020 Budget –
 - a review was conducted on the 2019 Budget Balance Sheet and Income Statement through 10/31. Discussion was made on estimated outstanding and additional monthly expenses

- the new 2020 Budget was proposed with significant discussion on several items. The Board proposed the 2020 assessment at \$1,050, with \$100 per lot used to establish a newly created Reserve Fund once assessments are collected in 1Q20. The remaining \$950 per lot will be used to fund normal monthly expenses and anticipated increased costs associated for subdivision maintenance and beautification.
 - The Board noted that the assessment includes regular trash service.
 - The Reserve Fund will be used as a financial insurance tool to offset anticipated and normal repair and replacement of Windcastle assets. A formal mini-Reserve Study was conducted by Asset Guardians encompassing the life-expectancy and replacement/repair cost estimates of all assets within Windcastle 1. This study extends to 20 years.
 - Much discussion was made on the merits of a Reserve Fund, with full support of all in attendance on the need justification of forming a fund intended of reduce the incidence of a possible Special Assessment scenario from occurring due to asset repair/replacement.
 - It was noted that any remaining balances will be allocated to the Reserve Fund at EOY.
 - Motion made to approve, seconded and vote taken with 15 yah/1 nay; approved.
- ◆ Consolidated Services – NOTE: This a voluntary value-added service.
- TruGreen: an email was issued announcing their service plans and pricing for lawn and mosquito treatment. Please respond to Kevin if you have interest, and for what service(s) so he can assemble and disclose to TruGreen. Kevin will then provide their contact information to you (he won't provide your contact information to them) so you may establish your service plan.
 - The Board will request TruGreen provide a proposal for Tree/Shrub treatment for Common Ground areas along with lots...information to come soon.
 - Lawn Cutting: The Board met with 3 separate vendors for lawn cutting services for 2020 and is in receipt of 2 pricing proposals. Comparisons need to be completed prior to issuing any recommendations.

* Committee Reports –

- ◆ Landscaping Committee: Frank Tocco was acknowledged and celebrated for the impressive amount of time, planning, meeting, driving, planting and transplanting he's provided to the neighborhood with the sole purpose of creating a unique and beautiful common ground area! Please thank him for all his efforts...not only is it attractive but he has helped save significant financial resources due to his efforts!
- ◆ A call was made for 2020 to assist with landscape projects as we continue Phase 2 of a three Phase landscaping plan. Frank will be leading this effort so PLEASE reach out to him to help. A suggestion was made to issue a neighborhood email as soon as plans are made in 2020, and we will attempt to do that going forward.

* Shared Expense Update

- ◆ The Board provided an update regarding discussions and meetings with representatives from Plat 2 and Plat 3 respectively. The Board is efforting a formal agreement to resolving this outstanding issue to help provide clarity in reimbursement for expense sharing covering the monument entrance area, the 1st cul-de-sac area, landscaping/lawn areas and the retention pond area. Informally, both Plats have acknowledged some support, but nothing has been formalized yet. Frank Tocco requested Board approval to communicate directly with Sue Schaeffer in an attempt to help resolve this matter, which was enthusiastically supported...good luck Frank!

* Road Information

- ◆ The Board commented on the increasingly poor road conditions within Windcastle. Bev and Kevin have contacted St. Charles County representatives. It was noted that there is a sizeable pothole in front of Lot #7 so be careful. There's a pylon marker in front of the pothole. Other areas were noted. A request was made to directly contact John White, District 7 County Councilman, (jwwhite@sccmo.org) and the St. Charles County Highway department to request repair. Their contact information is 301 N. Third Street; 636-949-7305; highway@sccmo.org.

* Meeting was adjourned at approximately 8:25.

If there are any questions, please contact one of the Board members Kevin Yeager, Bev Ruff or Tom Tyree.