# Lake Saint Louis Community Association

# **BOARD OF DIRECTORS – GENERAL MEETING**

August 22, 2017 at 7:30 PM

<b>BOARD OF DIE</b>	RECTORS	PRESENT	ABSENT
Steve Brown George Rich Joyce Corey Dee Davenport Susan Rufkahr Dan Viele	President Vice President Secretary Treasurer Board Member Board Member		
STAFF Brian Devost Heather Malone	General Manager Director of Operations		
COMMITTEE (	CHAIRS		
Don Otto Megan Wampler Jim Bruchas Pam Kokoszka Joe Datillo Mark Kaplan Judy Crowell	Finance Golf Engineering & Facilities Tennis Lakes & Parks Architectural Control Aquatics		
CITY REPRESE	ENTATIVE		
Liaison	TBA		

# **AGENDA**

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Agenda
- V. Approval of Minutes
- VI. General Manager's Report
- VII. City of Lake St. Louis Report

IX.	New Ite a. b.	ems Budget Report Capital Improvements		
X.	<ul><li>a.</li><li>b.</li><li>c.</li><li>d.</li><li>e.</li><li>f.</li></ul>	Lakes & Parks Architectural Control Engineers & Facilities Golf Finance Aquatics Tennis	Joe Datillo Mark Kaplan Jim Bruchas Megan Wampler Don Otto Judy Crowell (Minute Pam Kokoszka (Minu	· ·
XI.	General Comments – Residents			
XII.	General	Comments – Board Member	ers	
XIII.	PWSD2	/ Sewer Repairs Update – N	Matt Jaspering	
XIV.	Adjourn	ment		
Steve E	Brown, Pr	resident		Joyce Corey, Secretary

VIII. Old Business

# Lake Saint Louis Community Association

# **BOARD OF DIRECTORS – GENERAL MEETING**

July 25, 2017 at 7:30 PM

BOA	RD OF DI	RECTORS	PRESENT	ABSENT
Georg	Brown ge Rich Corey	President Vice President Secretary		
-	Davenport	Treasurer		
Susan	Rufkahr	Board Member		
Dan V	/iele	Board Member	$\boxtimes$	
STAF	_			_
	Devost	General Manager		
Heatn	er Malone	Director of Operations		
	MITTEE			
Don C		Finance		
_	n Wampler ruchas	Engineering & Facilities	$\boxtimes$	
	Kokoszka	Tennis		
Joe Da	atillo	Lakes & Parks		$\boxtimes$
Jim H		Architectural Control	$\boxtimes$	
Judy (	Crowell	Aquatics		$\boxtimes$
CITY	REPRES	ENTATIVE		
Liaiso	n	TBA		
		MINUTES		
I.	Call to O	Order Control of the		
II.	Pledge o	f Allegiance		
III.	Roll Call			
IV.	Approva	l of Agenda (J. Corey); Second (G. Rich) (A	IF)	
V.	Approva	l of Minutes (D. Davenport); Second (G. Ric	ch) (AIF)	
VI.	General 1	Manager's Report		
	Up-Coming Events: 1. City Concert at Windjammer on 8/12; 2. Rib, White, & Blue on 8/12; 3. Jr. Golf BBQ; 4. Swimming Pool update; 5. 50 <sup>th</sup> Anniversary Party on 9/1; 6. Sunday Brunch, 7. Election in October; 8. Landscaping update; 9. Club Storage Space			
VII.	City of L	ake St. Louis Report		
VIII.	Old Busi a.	ness Maintenance Log – Work Request		

## b. Ad Hoc Committee – Enterprise Software Update

#### IX. New Items

- a. Legal Fees Review & Approve
- b. Budget Report
- c. 2016 Tax Return Filling
- d. 2017 Election

## X. Committee Reports

a. Lakes & Parksb. Architectural ControlJoe DatilloJim Hall

c. Engineers & Facilities Jim Bruchas (No Meeting in July)

d. Golf Megan Wampler

8/5 Moonlight Golf Event. Requests that the bar can stay open until 1:00 AM on 8/5.

e. Finance Don Otto

Motion to approve the Finance Committee's recommendation to purchase a dump truck for \$45,000.00 (G. Rich); Second (S. Brown) (AIF)

f. Aquatics Judy Crowell (Minutes – Not Submitted)
g. Tennis Pam Kokoszka (Minutes – Not Submitted)

#### XI. General Comments – Residents

- 1. Craig Phillips- LSL City Comprehensive Plan. Phillips wants the CA and the City to work together and have more cohesion on the City's direction. He is concerned about the direction the city has outlined in its comprehensive plan, and how it will impact CA members.
- 2. Jeff Strange- Compliments to Don Humphrey, the golf course has never looked better.
- 3. Michelle Lowry Owns Classic Travel. Lowry is concerned about the City's comprehensive plan and that LSL residents were notified to give input.
- 4. Connie Miller- owns land outlined in the city plan and is concerned that the city includes developing this land in the comprehensive plan.
- 5. Rick Morris- Concerned that the comprehensive plan will increase LSL resident's taxes.

Motion that the LSLCA takes a proactive approach to the city plan and attempts to fight commercial development within CA boundaries as proposed by the city (S. Rufkahr); Second (D. Davenport) (AIF)

XII.	General Comments – Board Members	
XIII.	PWSD2 / Sewer Repairs Update – Matt Jaspering	
XIV.	Adjournment- 8:50 PM (S. Brown); Second (G. Rich) (AIF)	
Steve I	Brown, President Joy	yce Corey, Secretary

# FINANCE COMMITTEE MEETING MINUTES August 15, 2017

#### I. & II. Call to Order and Roll Call

7:00 by Don Otto

COMMITTEE MEMBERS	Present	Absent
Don Otto - Chairman (2019)	X	
Steve Denny, Vice-Chair (2017)	X	
Michelle Beattie, Secretary (2019)	Х	
Judy Fletcher (2017)	X	
Wayne Walkenhorst (2018)	X	

BOARD LIAISON & COMMITTEE REPRESENTATIVES	Present	Absent
George Rich, Board Member	X	
Skip Raleigh - L&P	X	

STAFF	Present	Absent
Brian Devost - General Manager	X	
Ken Chaplin - Robert Half / Account Temp	X	

#### III. Approval of Agenda

Motion to approve agenda as presented. - motion passed

#### IV. Approval of Minutes

Motion to accept July 2017 minutes as presented - Motion passed

#### V. Board/Staff Report

GM updated committee on operations of the CA. All action items presented to the board were approved at their July meeting. July board minutes were not in the Finance Committee packet.

#### VI. Financial Reports

- a. Balance Sheet Balance sheet as of July 31st was reviewed by committee. Committee requested staff to research allocations to each of the reserve accounts and verify cash is accurately recorded in each account. Committee will review cash reserves at the August meeting and will make a recommendation to the board to transfer excess cash out of operating into the appropriate reserve accounts per the by-laws.
- b. Statement of Cash Flow Reviewed by the committee. No discussion

#### FINANCE COMMITTEE MEETING MINUTES

#### August 15, 2017

- c. Month Income Statement- Income statement for the month ended July 31, 2017 was presented. Committee reviewed and discussed and asked staff to check in to expenses for salaries and benefits and report back to the committee. Expenses were significantly lower than prior months and budget.
- d. YTD Income Statement- Through July 31st. Committee reviewed and discussed.
- e. Departmental Income Statement- Income statement by department for the month and ended July 31st ,2017 and YTD were presented. Committee reviewed and discussed statement as presented.
- f. Capital Improvements Budget Reviewed capital expenditures to date. Actual capital expenditures are in line or below budgeted amounts.

#### VII. New Business

a. Capital items/quotes - 3 bids for a 60" deck mower were obtained by maintenance staff. Motion to approve the low bid for the Kubota mower from Mordt Tractor for \$7,263.72 - Motion Passed. One quote was obtained for a replacement for the skimmer pipe at Jefferson point. The bid was for \$59,370.80 for a waterway barrier, not including installation. According to staff, there are no other bids available for this replacement solution. It was also brought to the committee's attention that the E&F committee had not approved this solution prior to the bid coming to the finance committee, therefore the motion was made with a stipulation of pending approval of the bid from E&F. Motion to approve bid from Worthington Products for a waterway barrier for \$59,370.80 pending approval of this solution by the E & F committee. Motion passed, Judy Fletcher abstained.

#### VIII. Old Business

a. Silt removal - The committee has had various discussions regarding the adequacy of reserves being accumulated for the next dredge (estimated to be necessary in approximately 3-4 years). To adequately fund the reserve it is the committee's opinion and a motion was made requesting the board enlist the assistance of the E & F committee and staff to come up with an estimated cost to empty the silt basins in preparation for the next dredge. Motion passed.

#### IX. Motion to adjourn

a. Motion to adjourn was made. Motion passed at 9:07pm

# LAKE SAINT LOUIS COMMUNITY ASSOCIATION ARCHITECTURAL CONTROL MEETING MINUTES

THURSDAY, AUGUST 10, 2017 at 6:30 PM

## **COMMITTEE MEMBERS**

PRESENT	ABSENT
$\boxtimes$	
$\boxtimes$	
$\boxtimes$	
$\boxtimes$	
	$\boxtimes$
	$\boxtimes$
	$\boxtimes$
$\boxtimes$	
	PRESENT

#### **MINUTES**

- I. Call to Order Kim Hall
- II. Roll Call Kim Hall
- III. Approval of Agenda Approved
- IV. Approval of Minutes Approved
- V. New Business –

Projects for review:

	NAME	ADDRESS	PROJECT	LOT	PLAT	STATUS	COMMENTS
1	Val & Vicki Arnold	608 White Hills Ct.	Deck Replacement	74	Ballantrae 4	Approved	As submitted
2	Steve Hart	90 Chalet Ct.	Paint & Trim	04	Dauphine Est. 2	Approved	As submitted
3	Steve Robertson	13 Lakeside Circle	Shore Station Lift & Canopy	06	Islands	Tabled	Lift is over by 18" on neighbor, Shane Ryan. Must get written permission from Shane Ryan in order to keep boat lift where it is.
4	Bev Abernathy	808 Conch Terr.	New Roof	18	Patio Cove 2	Approved	As submitted
5	Tom Pollihan	2080 Key Harbor Dr.	Deck Replacement	23	Key Harbor Est. 1	Approved	Brown Railing (confirmed by Tom)
6	Tom Leifield	703 Scarlet Oak Dr.	Remove & Replace Wall of Sunroom Windows	49	Bay Oaks 2	Approved	As Submitted
7	Ross Detwiler	19 Harbor Point Ct.	Patio & Retaining Wall Replacement	10	Harbor Point Est.	Approved	As submitted
8							
9							
10							
11							
12							
13							
14							

VI. Next ACC Meeting – August 24th.

VII. Meeting Adjourned - 7:42 P.M.

Respectfully Submitted, Shirley Vogt, ACC Coordinator

#### LAKE SAINT LOUIS COMMUNITY ASSOCIATION

# Lakes & Parks – Committee Meeting Minutes

July 11, 2017 at 7:00 PM

COMMITTEE MEMBERS	PRESENT	ABSENT
Joe Dattilo Chairman (2018) Tom Mispagel Vice Chair (2018) Barry Berisford Secretary (2019) Duane Wall (2019) John Dangoia (2019) Jerry Disper (2017)	x   x   x   x   x   x   x   x   x   x	
Diane Arisman (2019) Skip Raleigh (2017) Joe Rz (2019) Tom Bick (2017) Tom OConnor (2017)	x	x
LSLCA – REPRESENTATIVES		
Brian Devost – General Manager John Stone – Water Safety Patrol Manager George Rich – Board Member	□ x□ x□	x 🗆

### **AGENDA**

- i. Call to Order by Chairman Dattilo at 7:05pm
- ii. Roll Call -
- iii. Approval of Agenda: Motion to approve as submitted (Approved 5-0)
- iv. Approval of June 2017 Minutes: Motion to approve as submitted (Approved 5-0)
- v. Guests: See New Business, item a., 2005 MasterCraft X2 request for approval
- vi. Board Report Brian DeVost/Tom Mispagel/George Rich:
  - George Rich reported that three new maintenance people have been hired and the maintenance staff is now at full strength. Donnie is authorized to use overtime as he deems needed.
  - A new flower-watering cart is now in place.
  - The CA office is now using a 'Maintenance Dispatch Log' to capture member concerns/complaints on items needing maintenance. George recommends that any member with a concern should call the CA office to get the problem recorded so that it will get notice and attention.
  - Discussion of the ash borer infestation in LSL attacking the numerous ash trees we have.
  - Discussion of the need to schedule maintenance to pick up trash and clean / restock all CA bathrooms on both Saturdays and Sundays. This seems to be part of a larger issue that general "housekeeping" of CA properties has degraded from what we have previously experienced. (Board direction to Brian/Donnie)
- vii. Staff Report No report Brian on Vacation
- viii. Committee Reports
  - a. Aquatics No report
  - b. Finance Skip Raleigh advises that the CA provided materials and the Ski Club repaired Jefferson Point bleachers. The Finance Committee noted that the Emergency Fund balance fluctuates month-to-month. The bank will investigate their charges and correct the problem. Skimmer pipe replacement quotes are still being solicited. Chairman Dattilo noted that bids were provided last October why is this dragging out? Skip advised the stone jetty concept is dead. A new CA Maintenance dump truck has been acquired. New business software for the CA office is still being investigated and evaluated. (The current software is old and is no longer supported.)
  - c. E&F No report
  - d. Green Environmental Advisory Committee Scott Ellis reported there have been no GEAC meetings in the past few months. Scott advised the Butterfly garden at Hawk Ridge park is thriving. The last

- of the scheduled open forum meetings on the city Master Plan will be held from 5:00-7:30pm on July 19 at City Hall.
- e. Water Patrol Report John Stone's report in the handout packet includes incident report, requests and discussion. The July 4<sup>th</sup> holiday period went very smoothly with no significant issues.

#### ix. Old Business

- a. <u>Lakewood Park design</u>. Any updates? No updates available.
- b. Gas dock design. John Stone advised the new dock changes may be installed as soon as the week of 17 July.
- c. <u>Boater Safety Orientation (John Stone Update)</u>. John Stone advises that attendees to date have been:
  - through May: 270 attendees
  - through June: 310 attendees.

Many attendees have been family members in addition to just a primary boat owner/operator.

- d. Park Assignments Discuss any notable maintenance or park related issues.
  - Tom O'Connor advises that Main Marina F Dock has damage needing repair
- e. Fecal Count Data. 2017 plan. Scott Ellis. Any update from CA Board? Donnie is conduction normal sampling as has been done in the last few years. George Rich advises the CA Board has taken no action on our previous recommendations to track fecal count trends following a major storm event.
- f. <u>Jefferson Point Drive Blockade Boards response to Remove? Any new ideas?</u> Removed!!
- g. <u>Board Response to Overtime/Manpower for summer maintenance and preparation:</u> Donnie has authority to use overtime as he deems necessary. See CA Board report above.
- h. Water Patrol Visibility on the Lake(s). How often are they patrolling water? John Stone advises Water Patrol is normally patrolling three times a day, for 1 ½ hours per event. They patrol for about 30 minutes after sunset.
- Manhole lighting, boats mooring to structure. The Committee expressed its concerns that the
  manhole construction fixtures on the lake are poorly lit and can be very difficult to see at night.
  George Rich will communicate our concerns to PWSD and request they install more effective night
  lighting.
- j. Dock Inspections. CA response. Work with E&F? Nothing new to report.
- k. No boats on beach enforcement status: John Stone advises there has been good compliance. Now that the July 4<sup>th</sup> ski show is over, the Ski Club will relocate the portable starting platforms to open up Jefferson Point courtesy docks.
- l. <u>Kayak rental hours:</u> The Committee requested CA staff permit Kayak rental as late as possible before the golf shack closes for the evening.
- m. Card swiper at Pool? Yes, it is installed and operational.
- n. <u>CA Cards availability</u>? Yes, in stock and available.

#### x. New Business

a. 2005 MasterCraft X2 Approval Marty Levison provided descriptive information on the 2005 MasterCraft boat. Included was a certification from MasterCraft stating that the hull of the 2005 MasterCraft X2 is the same as the 2006 X1 which is currently on our CA list of approved Class 8 boats.

Motion: Recommend the CA Board of Directors approve the addition of the 2005 MasterCraft X2 to the list of CA approved Class 8 boats. Approved (5-0)

- b. <u>Fireworks. Noticed hillside fire on both sides of dam.</u> Any issues or impact on integrity of dam? After inspection, the dam appears to be undamaged other than the surface burns.
- c. Manhole and other contractor barge work in Lake
  - i. Cut ropes/bumpers and moved rental slip boat to different slip for work barge.

Suggest Brian remind our guest contractors to be courteous users of parking spaces for their work barges

- ii. Lighting: See discussion under Old Business, item i.
- xi. <u>General Discussion / Comments</u>- July 4 shows huge success with great attendance. Thank you to Ambassadors for help during shows and putting on a great fireworks display.

Kudos to the CA Board and office for implementing the Maintenance Dispatch Log to get visibility and attention to issues needing work.

xii. Adjournment at 8:30pm

Respectfully submitted,

Barry Berisford, Secretary Lakes & Parks Committee

# Lake St. Louis Community Association Engineering & Facilities

## **Committee Meeting Minutes**

June 6, 2017

<b>Committee Members</b>	Present	Absent
Jim Bruchas – Chairman (2018)	·	X
John Earl – Vice Chairman (2019)	X	
Ralph Goltz – Secretary (2018)	X	
Jim Sharkey – Member (2019)	X	
Rich Buehner – Member (2018)	X	
Ben Cooper – Member (2018)	X	
Kurt Lynn – Emeritus	-	_X
LSLCA Representatives		
Joyce Corey, Board Member	X	
Donnie Harrell, Maintenance Staff	X	C
Brian Devost, General Manager	X	

# **AGENDA**

Meeting called to order at 7:05pm by John Earle in the absence of Jim Bruchas.

- I. Roll Call
  - a. See above.
- II. Recognized Guests
  - a. None.
- III.Approval of Minutes
  - a. No Meeting July 2017
- IV. Approval of Agenda Approved
- V. Board/Staff Updates
  - A. Electrical Inspection/Docks Jim Sharkey made a presentation concerning the electrical safety related to boat dock wiring and presented documentation detailing what was done at Lake Of The Ozarks. Clint Moor made a motion, seconded by Jim Sharkey, that E&F recommends that the CA board establish a requirement that each dock owner, if his dock has electrical power, shall make his dock comply with appropriate building and marine safety and electrical codes governing dock electrical installations in the city, county and state. There shall be a permit and inspection criteria established for all docks in the CA. Work is to be performed by a a licensed electrician and inspected by the appropriate local authority, Lake St Louis Fire Protection District (presumably).

- B. Windjammer / Hospital (Wharf) Clint Moor made a motion that the E&F recommend to the CA board that they move forward with the development of the hospital cove to include 15-30 docks with lifts. Seconded by John Earle and approved.
- C. Duello Road /Silt Removal Plan Donnie presented a plan to move dirt to the front of the location so contractors have access to it. There are approximately 16,000 dump truck loads to remove before the next dredge. Contractors are willing to help move dirt to the forward location.
- D. Lakewood Park Design Concept A preliminary design from Premier Civil Engineering was presented. Brian proposed getting input from neighboring homeowners for more ideas. Multiple concepts and bids will be obtained before proceeding.

#### E. Jefferson Point

- i. Irrigation Plan Preliminary design of irrigation system presented by Donnie. Will get at least two bids for approval by the BOD.
- ii. Skimmer Pipe Proposals Two plans presented, one by Worthington and the other by IPI. IPI volunteered to install, free of charge, whichever system we pick. There are still questions about how maintenance removes the debris from the screen. Donnie wants to visit sites where these systems are installed and find out what problems other people have had.
- iii. Lighting Plan Lighting plan was presented by Donnie. Cuivre River Electric Cooperative to do the work.

#### VI. Old Business

A. Capital Budget Update - A big item on the capital budget is the enterprise software system that will integrate all entities of the CA. Projected completion date set for November of 2017.

#### VII. New Business

- VIII. General Discussion Rich Buehner recommended to increase the size of the pipes protecting the docks at Jefferson Point be increased in size. The ones there now have been bent by debris in the past.
- IX. Adjournment Motion made and approved at 8:45.

## Lake St. Louis Community Association Golf Committee Meeting Agenda June 12, 2017 5:45pm CT

## Call to Order 5:45 pm CT Call to order 5:49pm

1. Roll Call:

Committee Members (Term Expires)	Present	Absent
Buddy Maupin, Chairman (2018)		X
Megan Wampler, Vice Chairman (2018)	X	
Tammy Kaverman, Secretary (2018)	X	
Joe Hochnadel (2016)		X
Mike Schell (2018)		X
		excused
		for work
Christine Diers (2019)	X	
Bo Nieters (2019)	X	
LSLCA Staff		
Brian DeVost, General Manager		X
Don Humphrey, Course Superintendent	X	
LSLCA Board of Directors Liaison – Sue Rufkar	X	

- 2. Approval of Agenda for July 10th, 2017 Tammy 1<sup>st</sup>, Christine 2<sup>nd</sup>. All in favor.
- 3. Approval of Minutes No minutes taken
- 4. Course Report Operating the course with the challenging weather conditions. Hole #8 marker is going to go back in, was blown down in the wind.
- 5. Old Business—

Issues with the Course –

- Concrete for the golf carts at one?
- Why is there not enough mulch for the course?
- Cars parking on the grass to the left of hole one, poses a liability issue as well as aesthetic wear and tear on the course in the common area
- 6. New Business—

Moonlight golf - Planning phase everything on track

Hole 3 incident on 6/30—House with a brick on the right. Was issue during junior golf. Person came out yelling at the teenager, claim was there was ball that bounced off a tree and bounced into a 12X12 glass panel of garage door. Another golfer said the window was broken previously and the person residing there admitted that. Cops were called. Incidents have occurred with this individual male before especially with elderly, women and children.

Brian's report - Not present

8. Motion to adjourn. Adjourned at 6:27pm