



Autumn Lakes Gazette

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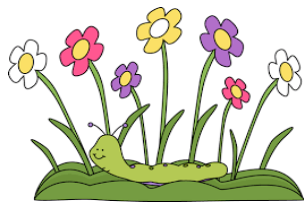
Board of Directors

Shah Smith 314-960-6620 *President*
Laura Farkas 314-770-9442 *Vice President*
Madonna Esposito 314-358-1191 *Trustee*
Retta Morcom 314-479-7447 *Secretary*
Madonna Esposito 314-358-1191 *Amenities*
Shah Smith 314-960-6620 *Architecture*
Cathie Burkard 314-443-0253 *Social Activities*
Laura Farkas 314-770-9442 *Landscaping/Gazette*

Community Property Mgmt
242 Old Sulphur Spring Rd
Manchester, MO 63021
Customer Service: (636) 227-8688
Business Hours: 8:00 a.m.-4:30p.m.

[AL Website: AutumnLakesSTL.com](http://AutumnLakesSTL.com)
[CPM Website: www.cpmgateway.com](http://www.cpmgateway.com)

Autumn Lakes Board Meeting – March 20, 2024



In attendance: Shah Smith-President, Laura Farkas-Vice President, Madonna Esposito-Trustee, Retta Morcom, Secretary, and Janet Lynch – Community Property Management, Norm Rhea –Councilman. Due to upcoming changes in the board elections, Pam Bell has decided to remove herself from the Board effective immediately. Retta Morcom is Secretary.

COMMUNITY PROPERTY MANAGEMENT (CPM) REPORT, Janet Lynch, CAM:

Budget Update:

- ALC is \$1,611 over budget on income and \$51,168 over budget on expenses. The over budget on expenses is due to bills that were not paid in 2023 by Smith Management Company (SMG).
- ALA is \$197 under budget on income. This is because when people rent the clubhouse the money goes into ALC then is transferred to ALA, but it has not been moved yet this year. CPM is going to make a change to correct this so in the future the income will go to ALA monthly before the financials are prepared. Expenses were \$19,687 over budget due to prior year invoices that were not paid by SMG.
- Financial reports for January are on the portal and February's financials will be on the portal by the end of March.

Work Orders:

- Since 01/01/24 there have been:
129 work orders received. 67 are pending completion, 27 are closed. Work on some of the 67 pending work orders may actually be complete but CPM has not received the invoice yet.
- **Water leaks and penetrations are the priority work orders.**
- **REMINDER:** If you have a water leak, call the CPM office. The customer service representative will submit a work order for you and make a call to the Community Association Manager (CAM.)
- **REMINDER:** When submitting a work order in the portal, make sure you are choosing the correct office (Maintenance Request STL-IL-St Charles) in the drop down menu. The more information given for the description, the better and include pictures if possible. It will make it easier for CPM to assess the problem without having to call/visit.
- If you suspect wild animals in your attic, don't wait, report it immediately to CPM.

OLD BUSINESS

Clubhouse 1st Floor Furnace: New furnace was installed 02/2024 by Jetco. Approved bid was \$19,987.

Reserve Study: Reserve Advisors completed their onsite review, and we should receive the report in April 2024. A Town Hall meeting will be set up to share the findings with the condo owners.

MO Attorney General Complaint: Three owners (Mark Gavan, Laura Fisher and Jerris Ruth) gathered 25 signatures and filed a complaint with the Missouri Attorney General's office, accusing the Board of wrongdoing, including fraud, misrepresentation and breaking Missouri laws similar to the claims they have made over the last year. This resulted in the Board having to hire legal representation (Carmody-MacDonald) to review the materials and write a response. The legal fees will be paid for by the owners out of the ALA budget.

On March 19, 2024, Carmody-MacDonald received notice that the complaint has been closed with no further action by the Attorney General's office.

Governing Documents report– The legal office of Carmody-MacDonald reviewed the governing documents in anticipation of the ownership making changes and explained that the association has not been correctly following the board elections/positions for over 30 years, since the townhomes and houses were 100% sold. The Association lawyer recommended we begin following the governing documents as written, starting with the elections of the boards with the election May 2024. The Board approved this recommendation unanimously.

After the May 15th elections, the Boards will be as follows:

- **Autumn Lakes Houses (ALH)**
There will be 2 positions on the ALH Board. These will be 3 year staggered terms elected by the House owners. The positions will represent the houses only and the official title will be trustees. A budget will be established at a later date, if needed.
- **Autumn Lakes Condominiums (ALC)**
As always, there will be 3 trustee positions for the condos (ALC) serving three year staggered terms and the official titles will be managers. Currently Retta's term is until 2025 and Madonna's term is until 2026. Laura's term ends May 2024, and will be up for election.
- **Autumn Lakes Association (ALA)**
This is considered the Master Board to manage the common areas and amenities. The 2 trustees from ALH and 3 managers from ALC together will be directors for this Board.

A letter was sent to all Autumn Lakes owners this week explaining the situation and changes.

NEW BUSINESS

May 15th Elections

- Candidate forms were available at the board meeting or residents can obtain from CPM's portal on 03/21/24.
- **REMINDER: Completed Candidate forms must be returned to CPM by 04/12/24.**
- The Candidates Forum, an opportunity for owners to meet the candidates and ask questions, will be held Sunday, April 21, 2024, at 1:00 pm in the clubhouse.
- Ballots/Election packets will be mailed to all owners/residents in late April.

Tree Update

- A proposal from ArborCare for \$8,950 was approved. ArborCare will perform the following:
 - ALA budget – at the Clubhouse remove and grind out stumps for 2 trees (circle) and (left of entry).
 - ALC budget – remove and grind out stump for 1 tree at 3008 ALC.
 - ALC budget - Trim (3002 ALC), (3116 ATD), (3121 ATD), (Corner of ATC and ATD), and (12155 ALD.)
 - Other trees will be evaluated at a later date.
- ArborCare also checked and commented on three trees of concern. Comments will be forwarded to the owners.
- Owners can submit work orders if they have concerns about trees near them. They will be considered in the next review.
- No trees will be planted this year per the budget for 2024.

COMMITTEE REPORTS

Social Committee report by Cathie Burkard:

- The Social Committee will no longer oversee fundraising. A new committee has been formed to organize fundraising projects.
- The Ladies' Luncheon is scheduled for Sunday, 04/14/24 at 12:30 pm. The luncheon will be held downstairs at the Clubhouse. RSVP to Cathie Burkard to attend. Looking for volunteers to help, call Cathie 314-443-0253.
- Summer Fiesta-themed pool party is planned for 07/20/24.

Amenities Committee report by Madonna Esposito:

- **POOL Key procedure:** The procedure for pool keys is changing this year. Pool pass payments will no longer be refunded.
- If you already have one or more pool passes and plan to keep them, your deposit will be considered payment for the passes.
- If you **don't** have a pool pass, there will be a nonrefundable cost of \$10.00 to obtain one.
- Pay on the CPM portal. If paying on the portal, notify Madonna and she will verify payment and issue the card.
- If you currently have a pool pass that you no longer need, you can return it **before 05/15/24** and get your \$10 refund. **No refunds will be made after 5/15/24.**
- Pool passes will be available at the May meeting.
- Pool passes will not be activated until a completed Amenities form is turned in with the pool card numbers. The Amenities form will be included with the Ballot when the election packet is mailed to all owners the end of April.

Architecture Committee report by Shah Smith

- Architecture request forms are on the CPM portal. If you have any questions, please contact a committee member.
- **REMINDER:** If you had new deck installed last year, you can turn in a work order to have the posts and railings painted or stained.

Landscape Committee report by Laura Farkas

- The committee met at the end of February to identify what tasks they will be handling.
- Committee members planted hostas (from the clubhouse), day lilies (donated by Lisa Kulage), and daisies (donated by Sandy Kleman) at the front entrance to AL. Thank you to Andrea Crouch, Stacey Diefenbach, Laura Farkas, Sandy Kleman and Retta Morcom for volunteering their time to plant.
- Annual flowers will be added at the entrance and large pots will be put in the pool area when it gets warmer.
- Landscape request forms should be used when an owner is planning to replace significant landscaping. If only minor work like replacing a bush or two is needed an email will suffice. Landscaping request forms and emails should be sent to AutumnLakesBoard@gmail.com.

Maryland Heights Council Report by Norm Rhea

- Everything is fine with the city.
- Westport is moving along with new businesses and apartments.
- Paving on McKelvey Rd is underway.

OWNER FORUM

Q: Will driveway work be done this year?

A: We will look at driveways later in the year to see what needs to be replaced, patched and sealed.

Q: Will all the election candidate names be posted on the AutumnLakesSTL.com website on 04/13/24 following the 04/12/24 deadline to submit candidate forms?

A: No. We post and print at the last possible minute due to candidates stepping down and not running. Candidates will be identified and available for questions at the Candidates Forum on 4/21/24.

Q: After elections will the Board be able to work together without animosity?

A: If those who are elected are there to serve the community, then there should be no animosity.

Q: Can someone please explain how the number of election slots are determined. Also point out the language in the indentures that indicates two "lot owners" being trustees for ALH rather than 2 trustees from the entire owner population?

A: Shah read the indentures and how we got to present day. Refer to the documents on the AL website. Look for the AL Indentures document. Section II excludes the condominiums. Section IV addresses the designation and selection of trustees for ALH.

Q: How come Retta is on the Board since she resides in the same building as Shah and that is against the indentures.

A: Retta is a trustee for ALC (Condos.) Shah is a trustee for ALA. The position Shah is holding will not be available to a condo owner after the May 2024 election.

Q: Who will be the 3 remaining ALC trustee positions?

A: Retta (term expiring 2025) and Madonna (term expiring 2026) and Laura's position is up for election May 2024.

Q: Will two current trustees be removed immediately to be in compliance?

A: No. The two positions that will not be available to condo owners are Shah's and Pam's. Pam stepped away and Shah will retain the position until the May 2024 election.

Q: What were the costs of the legal fees pertaining to the complaint to the Attorney General's Office?

A: We do not have the figures/invoices from the legal firm yet since the notice was just received 03/19/24, that the complaint had been closed with no further action by the Attorney's General Office. The legal fees were later determined to be \$4,300.

Q: Why weren't these fees/costs charged to those who created the need for an attorney?

A: The complaint was against the Board therefore, the Association pays. We are allowed to pass on legal costs for handling delinquency situations but not for this situation.

Q: For Laura Farkas - Where are the ballots and proxies from the May 2023 election? I recalled you always gathered ballots and kept them for 7 years.

A: Laura responded that for years she did keep the ballots/proxies after the election, but only for 1 year until the next election. The management company keeps the ballots and follows their own retention schedule.

Q: Why isn't this meeting on Zoom?

A: The internet is down at this time. We hope to have the Zoom meetings up and running for the next meeting.

COMMUNITY INFORMATION/NEWS

- **Committee Volunteers Needed:** If you are interested in getting involved with the community a good way to start is to join one of the committees. Volunteers are needed for the Landscaping, Social, Amenities and the new Fund Raising committees. Joining one or several committees is a great way to meet neighbors and provide input to activities that are needed to support the Autumn Lakes community.
- **Dryer Vent Cleaning:** Residents who had their dryer vents cleaned were all pleased with the work. Residents can contact the company directly or depending on the interest, the company may discount the service again. Contact the Board at AutumnLakesBoard@gmail.com for information.

COMMUNITY REMINDERS

- **Residents and owners:** Please be respectful of your neighbors and not encroach on your neighbor's space. People should not be walking up driveways, walkways, near the units, or going on decks that are not their own. This includes not taking or letting your pets into these spaces. There is plenty of common ground that is not close to the units or the landscaping for you to use with your pets.
- **Signs:** Security signs are permitted and should be placed within two feet of the building. There should only be one sign and it should be placed where it will NOT impact grass mowing. Please ensure that your signs are in compliance. Similarly, any signs, lights, flags, pots, or other items on the grass need to be moved so as not to impede the grass mowers.
- **Be sure you clean up after your pet:** There has been a lot of waste left on the grass and even on the sidewalks lately. Be sure to dispose of the cleanup bags appropriately. This is a Maryland Heights ordinance. If you see someone who does not clean up after their pet, let a trustee know or call Maryland Heights.
- **Items stored at the maintenance garage, clubhouse or RV lot:** are intended for use by the Association only. No one should be helping themselves to anything at these sites. The police will be called if needed.
- **Recycle / Trash Bins:** Don't forget to put recycling and trash bins in your garage the evening after trash pickup. This is also a Maryland Heights requirement.
- **Tree/plant rings and landscaping edging:** Existing edging, edging stones and rings need to be in good repair. Please remove any unwanted/unneeded edging or stones. New tree or plant rings are not allowed.

- **Patio furniture:** all outdoor furniture should on your porch or deck unless temporarily in use on the common ground or driveways. It should not remain on common ground/driveways when not in use.
- **Autumn Lakes (AL) logo:** is intended for Autumn Lakes' official business. No permission has been given to anyone to use it on social media or documents by other parties.
- **Watering Lawns and Gardens:** Remember the Association is paying for water. Do not leave water running longer than necessary or running down the street or sidewalk.
 - Missouri Botanical Garden recommends the following guidelines for watering lawns:
 - Water when grass looks "wilted" (color green to gray)
 - Water in the mornings
 - Water deeply 1 to 1.5 inches/week
 - Water 2 days on 1 day off, then 2 days on 2 days off
 - Water more often when establishing seed & sod, but soak deeply to encourage root growth
 - Recommendations for watering a garden include:
 - DO water deeply and at fewer intervals so that you reach roots, the part of the plant that needs the nutrients, sugars and hormones contained in water.
 - Soaking the soil to a depth of 5 to 6 inches encourages plants to grow deeper roots.
 - Water sandy soil for 10 to 15 minutes and clay soil for 20-30 minutes with your sprinkler on a low setting so there is no root damage due to high pressure.
 - A good habit to get into is before your planned watering session, use a towel or soil probe to check the moisture level in the root zone.

UPCOMING MEETINGS

MEET THE CANDIDATES FORUM

Residents will have the opportunity to meet and ask questions of the candidates running for the open board positions prior to the May 15 election.

The forum will be held at the Clubhouse on **Sunday, April 21st, at 1:00pm.**

NEXT BOARD MEETING and ELECTION

The next meeting and election is scheduled for **May 15, 2024**, and will be held at the Clubhouse and available via Zoom. The meeting will start @ 7:00pm. Check the AL website: AutumnLakesSTL.com for the link to the Zoom meeting.

UPCOMING EVENTS



Ladies Luncheon: Social Committee is sponsoring this event on **Sunday, April 14, 2024**. The event will begin at 12:30pm and will be held in the lower level of the Clubhouse. This is a great opportunity to get out and socialize with your friends and neighbors while enjoying a nice light lunch! RSVP required.



Spring Garage Sale: Start your spring cleaning... Autumn Lakes will hold the Spring neighborhood garage sale on **May 18, 2024, from 8:00am till 1:00ish** or however long you want!

