

COUNTRY CREEK SUBDIVISION

MINUTES OF SPECIAL MEETING

November 11, 2021

**I. Opening:** Kathy Ruoff opened the meeting at approximately 7pm and introduced David Hall and Chuck Dinehart as current appointed trustees.

**II. Attendance:** Seventeen lot owners in good standing were present and recognized as a sufficient quorum for a vote.

**III. Old Business**

- A request to discuss indenture violations was tabled until the new trustee board is more familiar with the issues discussed in April 2019. It will be reviewed in the meeting that will occur in April 2022.
- Three dead trees were removed from the common ground on Spring Oaks Drive in October and one dead tree in the common ground off of Country Creek is scheduled to be removed in November.
- Since the prior meeting, no maintenance was completed on the gazebo. We are having the structure examined to isolate the costs to repair the concrete slab and roof.

**IV. New Business/Discussion:**

- Chuck Dinehart was nominated as a trustee and voted in unanimously.
- David Hall was nominated as a trustee and voted in unanimously.
- Beth Howard was nominated as a trustee and voted in unanimously.
- Kathy Ruoff announced that she would officially resign if a trustee from the Country Creek plot could be found. Bret Schubert volunteered to serve until April and was elected unanimously.
- It was voted that our annual meetings traditionally held in April would resume after a period of no meetings, partially due to Covid 19 mandates.
- Chuck Dinehart is reviewing an escrow/bill pay program offered by City & Village. In lieu of transferring collected assessments (net of the fee) to our account at Regions Bank, the proceeds would be deposited in a money market account at Central Bank (under our name and tax ID). All approved bills would be processed by City & Village, at no additional cost.
- Bert Spicer motioned to allow disbursement of funds by City & Village. It was moved to research more information and table this vote until April when we have all available information. Bert motions that if 2 trustees agree on a contract that they can make the call, and that was unanimously approved.
- Mike Hawkins (Principal of Mike's Tree Service) would like to assist with the tree and shrubbery issues in the subdivision.

- Mary Jost asked the board to assess how best to deal with the invasive Japanese Honeysuckle on common property and property in general. Mike Hawkins requested to be included with this review.
- Dave Warmbrodt indicated the wooded section on the right side of Spring Oaks Drive as you enter the subdivision needs attention. In addition to being an eyesore, the leaves and debris that are accumulating may become dangerous to drive through. This is private property and suggested the owners take care of it. Chuck Dinehart added that he has spoken to the City of Ballwin about this area. Although the city trimmed the bushes, they cannot trim the overhanging trees nor remove the leaves.
- Other topics of concern included the erosion around the front of the subdivision at the creek and the ash tree loss. Ryan Holdener stated that the City of Ballwin should have the MSD records for the creek project that failed and that may be the first place to look for the Engineer Stamp of the project records. Apparently, the engineer is ultimately responsible for his plan and should shoulder some liability.
- The enclosed financial exhibits (C & D) were provided at the meeting. The exhibits present the historical expenses as well as the projected expenses for the near term and include comments on specific line items. For the most part, these were compiled based on check registers prepared by Kathy Ruoff. Feel free to contact Chuck Dinehart if you have any question. He can be reached via his email: [cbdexamlc@gmail.com](mailto:cbdexamlc@gmail.com) (HOA 3 Springwood Plat 2)

David Hall closed the meeting at 8pm and thanked everyone for their attendance. He can also be reached via his email: [david2hall@yahoo.com](mailto:david2hall@yahoo.com) (HOA 3 Springwood Plat 2)

Beth Howard email: [eahoward17@gmail.com](mailto:eahoward17@gmail.com) (HOA 2 Springwood Plat 1)

Bret Schubert email: [Bret.s@sbcglobal.net](mailto:Bret.s@sbcglobal.net) (HOA 1 Country Creek)

Country Creek Subdivision Expense History

Period: 4/1/2021 Thru 9/30/2021 (6 Months)		Period: 4/1/2020 Thru 3/31/2021	
<b>Beginning Balance Per Statement</b>	<b>\$ 16,584</b>	<b>Beginning Balance Per Statement</b>	<b>\$ 13,145</b>
Plus: City&Village Proceeds	19,114	Plus: City&Village Proceeds	21,048
Less: Expenses		Less: Expenses	
Proven Landscaping	(9,134)	Proven Landscaping	(14,178)
O'Connor Insurance	(2,492)	O'Connor Insurance	(2,277)
Ameren	(85)	Ameren	(290)
Missouri American Water	(398)	Missouri American Water	(503)
Trustee	-	Trustee	(71)
Other Misc.	-	Other Misc.	(100)
Legal	-	Legal	-
Lawn Systems	(807)	Lawn Systems	(190)
<b>Total Expenses</b>	<b>\$ (12,916)</b>	<b>Total Expenses</b>	<b>\$ (17,609)</b>
<b>Ending Balance Per Statement</b>	<b>\$ 22,783</b>	<b>Ending Balance Per Statement</b>	<b>\$ 16,584</b>

Period: 4/1/2019 Thru 3/31/2020		Period: 4/1/2018 Thru 3/31/2019	
<b>Beginning Balance Per Statement</b>	<b>\$ 9,708</b>	<b>Beginning Balance Per Statement</b>	<b>\$ 9,236</b>
Plus: City&Village Proceeds	20,700	Plus: City&Village Proceeds	20,829
Less: Expenses		Less: Expenses	
Proven Landscaping	(13,904)	Proven & Kyles Landscaping	(15,294)
O'Connor Insurance Paid \$2,189 on 3/28/19	-	O'Connor Insurance-For subsequent Period	(2,237)
Ameren	(187)	Ameren	(183)
Missouri American Water	(652)	Missouri American Water	(456)
Trustee	-	Trustee	(85)
Other Misc.	(190)	Other Misc.	(61)
Legal	(1,938)	Legal	(750)
Lawn Systems	(392)	Lawn Systems	(1,290)
<b>Total Expenses</b>	<b>\$ (17,263)</b>	<b>Total Expenses</b>	<b>\$ (20,356)</b>
<b>Ending Balance Per Statement</b>	<b>\$ 13,145</b>	<b>Ending Balance Per Statement</b>	<b>\$ 9,709</b>

(1) At month end, reconciliations are completed to the bank statements.

(2) City & Village proceeds are received via ACH on the 20th of the month following collection. The payment is net of a 10% fee and other chargeable expenses. We traditionally receive approximately 89% of the assessments paid.

(3) Proven is paid based on the terms outlined in the 3 year contract. The landscaping expense spiked in the Apr'18 to Mar'19 period due to replanting two beds which cost \$3,200.

(4) Insurance is traditionally paid by April 1st. For the last two periods presented above, the payments were processed in the prior accounting periods.

(5) Ameren and MO American Water are paid monthly via EFT

(6) Legal expenses account for payments to Vatterot Harris, PC who assisted in addressing a restrictive clause violation.

(7) The spike in the Lawn Systems expense in the 4/18-3/19 period was a result of rerouting the sprinkler and maintenance. For this accounting period, the spike was due to installing a new Rainbird System which cost \$617.

Projected Cash Balances

**Projected 3rd & 4th Quarter Transactions: 10/1/2021 thru 3/31/2022**

<b>Beginning Balance Per Statement</b>	<b>\$ 22,783</b>	
Plus: City&Village: Oct & Nov Receipts	1,370	Assumes no additional receipts after the Nov 20th ACH Delinquent assessments totaling \$968 are due from three lot owners
<b>Less Expenses:</b>		
Proven Landscaping- 2021 Contract Period	(1,276)	Last lawn maintenance payment processed in Oct 2021
Proven Landscaping- 2022 Contract Period	(2,590)	Two lawn maintenance payments for February 2022 and March 2022
Proven Landscaping	(1,452)	Pine Tree Removals-Oct'21
Proven Landscaping	(500)	Pending Gazebo planting
Proven Landscaping	(350)	Pending Tree & Branch Removals
Lawn Systems Contract	(200)	Sprinkler Service: Spring 2022 Opening
Lawn Systems Contract	(100)	Sprinkler Service: Unbilled Fall 2021 closing
Ameren & MO American Water	(230)	Average
Miscellaneous	(300)	Christmas Lights/Other Services
<b>Total Expenses</b>	<b>\$ (6,998)</b>	
<b>Projected Ending Cash Balance</b>	<b>\$ 17,155</b>	<b>Projected balance is \$571 higher than the prior year end</b>

**Quarterly Collection & Disbursement Patterns**

<u>Fiscal Year Periods</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Bank Balance</u>
1st Qtr. Apr'20 thru June'20	\$9,012	\$7,299	\$14,858
2nd Qtr. July'20 thru Sept'20	10,741	3,158	22,441
3rd Qtr. Oct'20 thru Dec'20	1,141	4,110	19,472
4th Qtr. Jan'21 thru Mar'21	154	3,042	16,584
<b>Total</b>	<b>\$21,048</b>	<b>\$17,609</b>	
1st Qtr. Apr'21 thru June'21	\$0	\$7,866	\$7,785
2nd Qtr. July'21 thru Sept'21	19,114	5,050	22,783
3rd Qtr. Oct'21 thru Dec'21	1,370		
4th Qtr. Jan'22 thru Mar'22			
Projected Expenses		6,998	
<b>Total</b>	<b>\$20,484</b>	<b>\$19,914</b>	<b>\$17,155</b>

The billing for this year's assessments was delayed two months; the 1st ACH received from City & Village was in August vs. June.

In this fiscal year, the disbursements increased due to the three Proven projects noted above.

Consistent with the requirement outlined in the indenture, a reserve equal to 25% of the current year's receipts has been maintained.

**Projected 1st Quarter Transactions: 4/1/2022 thru 6/30/2022**

<b>Projected Beginning Cash Balance</b>	<b>\$ 17,155</b>	
Plus: City&Village Receipts	9,266	Assumes no assessment increase and based on the average of the first payment received the past three years.
<b>Less Expenses:</b>		
Proven Landscaping- Per Contract-2022	(5,141)	Three maintenance plus a mulch payment: same pattern as prior year
Proven Landscaping-Other Projects	(750)	Not defined
Insurance	(2,691)	Increased 8% as suggested by our agent (Assumes April 1st payment)
Ameren & MO American Water	(215)	Average
<b>Gazebo Repairs</b>	-	The estimated cost to repair will be compiled by year end.
Cushion	(1,000)	
<b>Projected Expenses</b>	<b>\$ (9,797)</b>	<b>A budget for this quarter and the fiscal year has not been completed</b>
<b>Projected Ending Cash Balance</b>	<b>\$ 16,623</b>	