

Countrylane Woods II
Trustees/Homeowners Association Annual Meeting
March 2, 2023 Minutes

Attendance:

Trustees: Eric Ruegg, Murray Hoyt, Cindy Lyons, Nikki Buechler, Will Armon

Guests: Mayor Mike Clement, War II Alderwoman Marilyn Ottenad, Ward II Alderwoman Megan Huether, Manchester Police Chief Scott Will, Code Enforcement Supervisor John Plowman

Seven Residents in Attendance

The meeting was called to order by Eric Ruegg, 7:03 PM

1. Introduction of Directors/Trustees

- a. Eric Ruegg, President/Trustee, *term ends January 31, 2025*
- b. Murray Hoyt, Treasurer/Trustee, *term ends January 31, 2025*
- c. Will Armon, Secretary/Trustee, *term ends November 30, 2024*
- d. Cindy Lyons, Trustee, *term ends November 30, 2024*
- e. Nikki Buechler, Second Vice President, *term ends January 31, 2025*

2. Manchester Mayor Mike Clement - Mayor Mike Clement discussed a broad range of issues and updates for the residents of Manchester, Missouri

- a. Discussed the annexation of an unincorporated portion of St. Louis County into the City of Manchester. The annexation plan has passed the St. Louis County review process, which is an incredibly high bar. The commission acknowledged that Manchester's plan was among the best they have ever seen. The next step will be a vote of each community (both Manchester and the area of unincorporated St. Louis County) that will have to pass with a simple majority from each.
- b. The East-West Gateway Grant will provide improvements for La Bonne Parkway and Hanna Road; the grant provides improvements in infrastructure. Carman Road, hopefully, will be approved for another grant for the connection of sidewalks. There are two schools and a church along Carman Road. Manchester requested for St. Louis County to split these costs, which the County denied. Manchester applied for another grant and hopes to receive it for Carman Road.
- c. This year, St. Louis County will reassess our homes/properties. (This happens every other year.) The County Assessor will hold a meeting on April 10th at 6:00 PM at the Manchester Police Department Headquarters. Mike believes that many of us will want to challenge how the County has assessed our various properties.
- d. The City of Manchester will host a veterans celebration at our Veterans Memorial on Memorial Day, May 29, 2023
- e. The City of Manchester will continue to host Blood Drives on the following dates in 2023: March 24th (Parks Building, noon-4p); April 6th (Justice Center, 10a-3p); April 27th (Justice Center, 11a-3p).

- f. The next Conversation with the Mayor is on March 22nd at 7:30 AM in the Manchester Justice Center.

3. Ward II Alderwoman, Marilyn Ottenad

- a. Manchester has just received another grant for Bradford Pear removal along La Bonne Parkway. There are 114 planting sites in the median of La Bonne; 60 will come down with this grant. After those trees have come down, another grant will be applied for for the remainder of the trees. This tree removal will occur prior to the construction on La Bonne.
- b. Manchester has a grant for free electronics recycling, as long as funds last. The next recycling date is March 18th, 2023 from 8-11a at Schroeder Park.
- c. This is the last year of our current Republic Services contract. At this time, we do not know exactly what Republic Services is planning to offer in the next contract cycle or which other options will be available to residents. If residents have bulk items, they can still be put out, two at a time on any collection day. Republic Services has asked to be called to be alerted to the bulk items for pick up.
- d. April 10th is the date for tree-limb pick up. It is strongly recommended that residents have their limbs out by April 9th.
- e. 53 deer were taken in 2022 in Manchester. 10 have been taken in 2023. (This total includes both bow hunters as well as those killed by cars/other.)
- f. The La Bonne Project Parkway is going out for bid in May; it is scheduled to start by the end of 2023 and will run well into 2024. There will be a meeting before this project starts to discuss logistics and timeline. In this project, the sidewalks will be widened to five feet, extending on both sides of the current sidewalk. Manchester is going to try to work around current trees and will not need any additional permanent easement.
- g. On October 7th, Manchester will offer a document shredding service at Schroeder Park.

4. Ward II Alderwoman, Megan Huether

- a. It was acknowledged that there are safety concerns, centered on opioid and fentanyl use, that parents and residents are considered about, particularly as it relates to Manchester teens. Megan made available safety disposal bags for prescription/OTC drug disposal. There is a receptacle for these bags available in the Manchester Police lobby, available 24 hours a day.
- b. Unlocked firearms also pose a risk to the children of Manchester. There are complimentary gun locks that have been made available by the City of Manchester.
- c. There is a program available through the Manchester Police and West County EMS to provide stickers for homes/windows to alert first responders to potential residents/occupants that have special needs. These stickers are available from the City of Manchester police clerk's desk.

5. City Administrator, Justin Klocke

- a. Several years ago, the City of Manchester purchased the old Commerce Bank building. Renovation for the new City Hall has begun. The anticipated move-in date is late summer or early fall. There will be an open house available to all residents.
- b. At Stoecker Park, there was an adjacent house that was recently demolished in order to expand the park and open up more green space.
- c. In Seibert Park, the pedestrian bridge is reopened to the public after some structural improvements.

6. Manchester Police Chief, Will

- a. The Manchester Police Department has received accreditation from the State of Missouri, effective January 19th, 2023
- b. Crime is currently trending downward in Manchester; the Police Department has been working hard with partners on task forces to curtail the incidents of breaking into cars. Breaking into cars is the primary property crime that occurs in our area of St. Louis County.
- c. On Monday, March 6th, the Board of Aldermen will hear a proposal regarding Flock technology. Flock cameras are a newer technology that capture license plates as cars pass. The license plate is fed into a computer system that immediately alerts the police if there is an issue. This system can also be used for stickers on vehicles or other specifically identifying characteristics on a vehicle. The Manchester Police would like to disperse these cameras into subdivisions that have experienced a high amount of property crime, especially crime on automobiles. These cameras will also alert the police to things like a registered sex offender on school grounds. Mayor Clement commented that these cameras are in use in high-crime urban areas. He would like to see these cameras move from just the commercial areas of Manchester into the entrances of high-traffic residential areas. Mayor Clement commented that the cost is reasonable, about \$2,500 a year per camera. Businesses and HOAs are looking to purchase these cameras for their properties as well; this information will go directly to the police departments. (This system can also be used to help citizens, for example, a person with dementia who has been lost anywhere in the country.)

7. Code Enforcement

- a. The Residential Change of Occupancy process has been updated as of 2022; it is believed that Manchester now has one of the leading programs in St. Louis County.
 - i. Multiple violations are now going straight to the citation phase.
 - ii. John Plowman is now meeting with HOAs to drive areas and look at violations proactively. Many of these violations are given directly to HOA trustees/officers, and Manchester would like to work more closely with our group to handle these violations, as it is not the responsibility of our HOA to do so.
- b. A new Code Enforcement Officer, Carrie Alexander, was hired in 2022.
- c. A new permit director, Andrea Riganti, who works at City Hall

8. Homeowners Who Make a Difference

- a. Thank you to the Sinclairs for once again hosting our 4th of July Parade. Special thanks to the Manchester Police, West County EMS, and the Eleanor Lyons team for the continued support of these events in our community.
- b. Thank you to all of those who decorated their houses for the holidays. The winners of the Holiday Lights Decorating Contest can be found on the CLWII website.
- c. Playground Maintenance: Thank you to residents Jerry Bennett, Steve Tisor, and Steve Sommers for making several repairs to the playground area, as well as various projects around the Clubhouse.

9. CLWII Clubhouse, Pool, and Common Grounds

- a. A number of repairs and improvements were made to the Clubhouse and Pool in 2022
 - i. Several key areas of the clubhouse were reorganized thanks to Trustee Cindy Lyons.
 - ii. Clubhouse doors, both inside and outside, were repainted.
 - iii. The pool paint was touched up in a variety of spots.

- iv. There were repairs made to the Tennis/Pickleball courts to repair bubbling to the court surface. There remains a couple of spots that will need to be repaired in 2023.
 - v. The Board purchased two new vacuum systems for the pools.
 - vi. Ameren completed a repair to the electrical feed going into the Clubhouse in order to address an issue, caused by their equipment, with the lights surging in the Clubhouse.
- b. Common Ground Improvements
 - i. Repairs were made to both the backstop and Tennis Court fences.
 - ii. An erosion project was completed at Beacon Woods Ct. and Huntington View.
 - iii. Several pieces of playground equipment were repaired.
 - iv. Several picnic tables were repaired; more repairs are expected to be made in 2023.
 - c. MPM has sent CLWII a reimbursement check for \$1,680 for lifeguard shifts that were not worked in 2022.
 - d. In 2022, the Clubhouse was rented 40 times, generating a revenue of \$3,125.

10. 2023 Pool

- a. The Trustees, on behalf of all CLWII residents, express sincere thanks to Trustee Cindy Lyons for her outstanding efforts with our pool. Thank you, Cindy!
- b. 2023 Tentative Pool Schedule (alterations still possible/likely; will update with April newsletter)
 - i. Tuesday through Thursday, and Sunday: 12:00 - 7:00 PM
 - ii. Friday and Saturday: 11:00 AM - 8:00 PM
 - iii. Holidays: 12:00 - 7:00 PM
 - iv. The pool is closed on all Mondays, except holidays
- c. 2023 Guest Rates: The rates for guests will be increased this year. Guests will cost \$3 each on weekdays and \$5 on weekends.
- d. There is ongoing negotiation with MPM over our 2023 contract and increased costs: MPM wants to renegotiate our 2023 contract and raise our costs about \$12,000. If we do not accept these raised costs, MPM cannot honor their 2023 contract with us. In addition, it is unlikely we will be able to find a cheaper company, as increased lifeguard rates have become the “new normal.” The trustees are exploring ways to cut costs, including the potential cutting days once the school year begins in August.

11. CLWII Financial Update

- a. The residents of CLWII remain indebted to the work that Murray Hoyt continues to do to ensure that our community is on sound financial footing.
- b. 97% of our 2022 income came from assessments; 2% of this income came from rentals; 1% came from interest on our savings.
- c. The largest expense continues to be the pool, at 40% of our total expenses; the Common Ground and tree removal account for about 24% of our expenses; administration and insurance costs are about 19% of our expenses; the Clubhouse was about 17% of our expenses in 2022.
- d. Planned expenses for 2023:
 - i. New kiddie pool pump and filter: \$6,987
 - ii. Kiddie pool leak repaired: \$6,722
 - iii. Proposed pool deck and eating area improvements, including shade solutions: the Trustees are still seeking bids and estimates

- iv. Minor touch-up maintenance to the pool deck
- v. Repairs to the Tennis/Pickleball Courts

12. Architectural Control Committee (ACC) - Joel Kray

- a. There were 47 applications received in 2022.
- b. The ACC approved 19 colors and disallowed 16 colors (from 5 residents)
- c. There were 25 home improvement projects reviewed and approved
- d. There was 1 violation that was resolved
- e. A reminder to residents that fence approval is conducted by Manchester's zoning process.

13. CLWII Updates for 2023

- a. The Easter Egg Hunt is Saturday, April 1st. Countrylane Woods II remains deeply grateful to all that Nikki Buechler has done to foster and grow this event.
- b. Playground clean up is scheduled for April 2nd, we encourage all residents to come help!
- c. National Night Out - Tuesday, August 1st, 2023
- d. Trustee meetings are scheduled for the second Monday of each month
- e. Suburban Bowhunters, LLC took nine does and one buck from CLWII Common Ground in the 2022/2023 season
- f. Please keep our community clean: the Trustees continue to remind and encourage owners to clean up and repair their properties.
- g. Report vandalism to the police when you see it.

The CLWII Annual Meeting was adjourned by Eric Ruegg at 8:15 PM.

Respectfully submitted by Will Armon on March 2nd, 2023.