

Venetian Gardens HOA

City of Houston Lake

Minutes

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| Title: | HOA Monthly Public Meeting | | | | | | | | | | | | |
| Date: | 18-Oct-2017 | | | | | | | | | | | | |
| Time: | 7:00 – 8:15 PM CST: Full Meeting – Adjourn at 8:15 PM 8:15 – 8:30 PM CST: Address the Board; Community Feedback | | | | | | | | | | | | |
| NOTE: | <ol style="list-style-type: none">1. Residents who would like to address the Board regarding specific requests may do so from 8:15 – 8:30 PM following the public meeting.2. Residents may also submit individual feedback via email to hoacommunications@houstonlake.net. | | | | | | | | | | | | |
| 2016-2017 Current Board Members: | <table border="1"><tr><td>x</td><td>Joe Chepren, President</td></tr><tr><td>x</td><td>Nick Jackalone, Vice President</td></tr><tr><td>x</td><td>Jan Jackalone, Secretary</td></tr><tr><td>x</td><td>Jan Jackalone, Treasure</td></tr><tr><td>x</td><td>Keith Carey, Board Member</td></tr><tr><td>x</td><td>Kerry Hallowell, Board Member</td></tr></table> | x | Joe Chepren, President | x | Nick Jackalone, Vice President | x | Jan Jackalone, Secretary | x | Jan Jackalone, Treasure | x | Keith Carey, Board Member | x | Kerry Hallowell, Board Member |
| x | Joe Chepren, President | | | | | | | | | | | | |
| x | Nick Jackalone, Vice President | | | | | | | | | | | | |
| x | Jan Jackalone, Secretary | | | | | | | | | | | | |
| x | Jan Jackalone, Treasure | | | | | | | | | | | | |
| x | Keith Carey, Board Member | | | | | | | | | | | | |
| x | Kerry Hallowell, Board Member | | | | | | | | | | | | |
| 2017 Sub-Committees: | <ol style="list-style-type: none">1. Audit Committee – Joyce Kullman, Kay Honeycutt, Susan Hodges2. Grant Funding Officer - <u>TBD</u>3. Dam / Watershed Officer / Projects - Joe Chepren4. Off Site Engineering Resources - Anthony Chepren5. Parks & Maintenance Officer - Joe Chepren6. Aerator System Officer - Gary Halterman7. Wildlife Control Officer - Janette Boehm8. Grow Native Officer - Jan Jackalone9. Communications / Public Relations Officer - Shelly Broll10. Special Events Officer - <u>TBD</u>11. Water Quality Officer - <u>TBD</u> | | | | | | | | | | | | |

Venetian Gardens HOA

City of Houston Lake

Discussion Topics

| Time: | Topic(s): | Discussion Leader | | | | | | | | |
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| 7:00 PM | Opening Session (Nick Jackalone) - Meeting called to order at 7:30 PM by Vice President Nick Jackalone | Vice President | | | | | | | | |
| 7:05 PM | Roll Call (Jan Jackalone) – All Board Members were present | Secretary | | | | | | | | |
| 7:10 PM | Approval of Previous Minutes (Jan Jackalone) <ul style="list-style-type: none"> Approved – The minutes for September 2017 were unanimously approved. | Secretary | | | | | | | | |
| 7:15 PM | <p>Collector's Report (Jan Jackalone)</p> <ul style="list-style-type: none"> Approved – The collector's report was unanimously approved. <p>Treasurer's Report (Jan Jackalone)</p> <table border="1"> <tr> <td>Business Checking:</td> <td>\$21,018.16</td> </tr> <tr> <td>Money Market:</td> <td>\$52,050.25</td> </tr> <tr> <td>CACU – CD:</td> <td>\$75,000.00</td> </tr> <tr> <td>Total of Combined Accounts:</td> <td>\$ 148,068.41</td> </tr> </table> | Business Checking: | \$21,018.16 | Money Market: | \$52,050.25 | CACU – CD: | \$75,000.00 | Total of Combined Accounts: | \$ 148,068.41 | Treasure |
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| Money Market: | \$52,050.25 | | | | | | | | | |
| CACU – CD: | \$75,000.00 | | | | | | | | | |
| Total of Combined Accounts: | \$ 148,068.41 | | | | | | | | | |
| 7:20 PM | <p>Old Business</p> <ul style="list-style-type: none"> Inlet Dam - Preparing Scope of Work; \$5,000 In 2017 Budget - Ongoing through Q1 2018 (Joe Chepren) Review of HOA By Laws (WIP) – Ongoing through Q1 2018 (Keith Carey) Houston Lake Insurance Coverage – Ongoing through Q4 2017 (Joe Chepren) Insurance Claim – Estimated timeline for repairs of Beach Park Fence (Keith Carey) – Keith Carey reported that work to replace the fence will commence in November 2017. 2017-2018 Volunteer project updates and open items (Joe Chepren) - <ul style="list-style-type: none"> Project I: Peninsula Clean-up – Volunteers Needed Site Location: Peninsula located on North Adrian Drive Houston Lake, MO Project Description: Remove invasive plants, clean up gardens, trim all plants to 36" Project II: Spillway Clean-up – VOLUNTEERS COMPLETED THE PROJECT! Site Location: Main Spillway located under bridge on Houston Drive Houston Lake, MO Project Description: Removal of storm debris. <p>Thank you to the following volunteer team for relocating and cutting up the oversized log blocking the spillway. Your commitment to the Houston Lake community is recognized and very much appreciated!</p> <ul style="list-style-type: none"> Chuck Stone Laura Hines Teresa Olson – Thank you Teresa for purchasing a new chainsaw! Project III: HOA Shoreline Clean-up – Volunteers Needed Site Location: Shoreline on NW Edgewater Trail & Houston Dr. Also to include beach area Houston Lake, Mo. Project Description: Remove invasive plants, clean up trash, trim all plants to 36" | President | | | | | | | | |

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| | <ul style="list-style-type: none"> ○ Project IV: <u>Parks and Shelters Clean-up</u> – VOLUNTEERS SIGNED UP! Site Location: Parks / Shelters Project Description: Removal of trash bag / Raking / removal of unsafe objects The HOA would like to thank the following volunteers for signing up to maintain Houston Lake Parks and Shelters: <ul style="list-style-type: none"> ▪ Chuck Stone ▪ Laura Hines ○ Project V: <u>Parks and Shelters Maintenance</u> – Volunteers Needed Site Location: Parks / Shelters Project Description: Pressure wash wood structures / Treatment As a kind reminder, the HOA has included a 2017-2018 budget to supply any volunteer/team with the appropriate equipment and resources needed to address ongoing maintenance of HOA maintained property. If you would like to volunteer for any of the above projects, or if you see other projects needing attention on the lake, please contact your HOA board. ● Sub-Committee updates <ul style="list-style-type: none"> ○ Audit Committee Results (Joyce Kullman) - Joyce Kullman reported that the 2017 audit was completed and there were no discrepancies and suggested that they recommended that the future Treasurer use a computer program to handle the incoming and outgoing of HOA money. ○ Grow Native Update (Jan Jackalone) - Grow Native was established at last year's annual meeting. Our members consist of (in no special order) Linda Kramer, Janette Boehm, Gary Halterman, Carolyn Carey, Lori Scarborough, Martha Green, Kerry Hollowell, Gail Simmons, Keith Carey, and Nick and Jan Jackalone. Some members left us and some joined us. Thank You To All. The committee received a \$1000 Grant for park benches from the Platte County Parks and Recreation. Our Butterfly Waystation is registered in the United States as a place for the Monarch Butterfly to feed to gain energy to fly to Mexico. The garden will take three years to fully mature. <ul style="list-style-type: none"> ▪ The committee placed 60 bags of mulch, planted 100 grow native plants with a total of 101.25 hours of volunteer work. ▪ We are striving to make it happen. ○ Water Quality Management including treatment options, budget, proposal and timeline (Spring 2018) for lake vegetation (Joe Chepren) – The HOA has received a formal proposal to address prominent lake vegetation species and high phosphorous levels. The proposal suggests treatments in phases to initially address the more critical areas (horseshoe arm and coves) that affect the larger parts of the lake. The proposal fits within the HOA budget and scope and will provide long-term results. Joe Chepren will present the proposal to the community in Q1 2018 for community vote. ○ Aerator System and Diffuser retrieval – Gary Halterman reported that his crew fixed the system and it is up and running. The HOA would like to recognize and thank the following volunteer team for their part in reconstructing and installing the aerator system: <ul style="list-style-type: none"> ▪ Gary Halterman – Aerator System Sub-Committee Officer/Project Mechanic ▪ Todd Lagessie – Project Captain/Boat operator ▪ Chuck Stone – Project Diver ● Introduction of new City Alderman – Chuck Stone ● FAREWELL AND THANK YOU NICK AND JAN JACKALONE... The HOA would like to personally recognize and thank Nick and Jan Jackalone for over eight | |

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| | <p>years of service to the Houston Lake community through their voluntary commitment to the Venetian Garden's HOA. Nick and Jan, your collective experience and knowledge has been a great asset to the HOA. In addition, Jan's dedication to Grant funding initiatives has been a welcomed blessing for supplementing our modest budget.</p> <p>I, Joe Chepren thank you both on behalf of the community and the HOA for volunteering your valuable time and for your many contributions. It is my hope that the HOA will have the opportunity to benefit from your talents in the future.</p> <p>Sincerely, Joe Chepren, HOA President 2016-2017</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7:30 PM | <p>2018 HOA Election and Budget Approval:</p> <table border="1" data-bbox="240 688 1235 1226"> <thead> <tr> <th colspan="4">CANDIDATES: (A-Z by last name & desired position):</th> </tr> <tr> <th>First Name</th> <th>Last Name</th> <th colspan="2">Desired Position</th> </tr> </thead> <tbody> <tr> <td>Joe</td> <td>Chepren</td> <td colspan="2">President</td> </tr> <tr> <td>Albert</td> <td>Horine</td> <td colspan="2">President</td> </tr> <tr> <td>Keith</td> <td>Carey</td> <td colspan="2">Vice President</td> </tr> <tr> <td>Susan</td> <td>Hodges</td> <td colspan="2">Treasurer</td> </tr> <tr> <td>Kerry</td> <td>Hallowell</td> <td colspan="2">Secretary</td> </tr> <tr> <td>Garry</td> <td>Halterman</td> <td colspan="2">Board Member 2</td> </tr> <tr> <td>Craig</td> <td>Sovereign</td> <td colspan="2">Board Member 1</td> </tr> </tbody> </table> <table border="1" data-bbox="240 1136 1235 1226"> <thead> <tr> <th colspan="4">Withdrawn application(s)</th> </tr> </thead> <tbody> <tr> <td>N/A</td> <td>Joyce</td> <td>Kullman</td> <td>Treasurer</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • 2018 Budget Discussion – Joe Chepren took to the podium to field and answer questions from the community. There was a high level of community participation and great questions were asked. All questions were answered to everyone's satisfaction and the budget discussion was closed. • Vote for New HOA Board Members (Jan Jackalone): <ul style="list-style-type: none"> • In Absentee were 13 Ballots and 35 members present. • The votes were tallied by three resident volunteers: <ul style="list-style-type: none"> ○ Jean Anderson ○ Sharon DeLaFuente ○ Mary Head • Results of Voting: <ul style="list-style-type: none"> ○ President - Joe Chepren, 28 votes & Al Horine, 19 votes ○ Vice President - Keith Carey, 47 votes ○ Treasurer - Susan Hodges, 38 votes ○ Board Member – Gary Halterman, 32 votes & Craig Sovereign, 15 votes ○ 2018 Budget - Approved with 31 "Yes" & 3 "No" ○ 2018 HOA Dues - \$295.00, 35 votes vs. \$325.00, 13 Votes | CANDIDATES: (A-Z by last name & desired position): | | | | First Name | Last Name | Desired Position | | Joe | Chepren | President | | Albert | Horine | President | | Keith | Carey | Vice President | | Susan | Hodges | Treasurer | | Kerry | Hallowell | Secretary | | Garry | Halterman | Board Member 2 | | Craig | Sovereign | Board Member 1 | | Withdrawn application(s) | | | | N/A | Joyce | Kullman | Treasurer | Secretary |
| CANDIDATES: (A-Z by last name & desired position): | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| First Name | Last Name | Desired Position | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Joe | Chepren | President | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Albert | Horine | President | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Keith | Carey | Vice President | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Susan | Hodges | Treasurer | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Kerry | Hallowell | Secretary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Garry | Halterman | Board Member 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Craig | Sovereign | Board Member 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Withdrawn application(s) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| N/A | Joyce | Kullman | Treasurer | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 7:45 PM | <p>15-minute Recess – Board Members count votes</p> <ul style="list-style-type: none"> Chepren family-sponsored Raffle – FREE Entry! All resident attendees received a free raffle ticket upon entry and sign-in. During the vote tally, various Hallmark seasonal items were raffled off to the community. There were six winners in all! Thank you Chepren family for your generous donation of the Hallmark raffle items. | 2016-2017 HOA Board |
| 8:00 PM | <p>Introduction to New Board Members</p> <p>The new Board Members were introduced and took their position at the table.</p> <p>Joe Chepren, elected President, invited Kerry Hallowell to assume position of Secretary; Kerry Hallowell accepted.</p> <p>The 2017-2018 HOA Board Members are as follows:</p> <ol style="list-style-type: none"> Joe Chepren, President Keith Carey, Vice President Susan Hodges, Treasure Kerry Hallowell, Secretary Gary Halterman, Board Member <p>The next HOA meeting on 15-Nov-2017; 7:00 pm at City Hall.</p> | Secretary |
| 8:05 PM | <p>New Business (Transition to 2017-2018 HOA Board)</p> <ul style="list-style-type: none"> N/A | President |
| 8:15 PM | Adjourn Meeting | President |

Action Items

| Date Created | Date Due | Closed Date | Status New/ Open/ Ongoing/ Closed | Owner First Initial Last Name | Committee/ Sub- Committee | Description |
|--------------|-----------|-------------|-----------------------------------------------|-------------------------------------|---------------------------------|--------------------------------------------------------------------------------------------|
| 2016 | Feb2018 | | Ongoing | J. Chepren | Watershed | Inlet Dam – Remove Debris / Bowl Out – Pending first opportunity following ground freezing |
| 2017 | 2018 | | Ongoing | K. Carey | HOA | Review / Rewrite By-Laws as Needed |
| 20Sep2017 | Q1 2018 | | Ongoing | J. Chepren | HOA | Present proposal for water treatment program to commence in Spring 2018 |
| 20Sep2017 | Q4 2017 | | Ongoing | J. Chepren | HOA | Review and request necessary revisions to the HL Insurance Policy |
| 20Sep2017 | 15Nov2017 | | Ongoing | K. Carey | HOA | Repair fence by beach area/park |