



Autumn Lakes Gazette

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Architecture Committee: Richard Ornberg, Shah Smith

Landscaping Committee: Cheryl Eggert, Andrea Crouch, Retta Morcom

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Vice President

Secretary

Trustee

Trustee

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Autumn Lakes September Meeting

9/21/2022

Present: Dick Ornberg – President, Laura Farkas – Vice President, Jennifer Morgan – Secretary, Retta Morcom – Trustee, Shah Smith – Trustee. Angela Johnson and Lisa Love from Smith Management were present. Norm Rhea, City Council Representative for Maryland Heights was also present.

Management Report

Angela Johnson gave a brief report from Smith Management:

- Angela explained the work order process/TownSq. They were having issues with work orders being closed. Angela said that many work orders will be reopened and will not be closed until the work has been completed. Lisa Love is consolidating work orders related to siding as we are having all the siding evaluated in the community.
- Angela also encourages owners to register for TownSq. For those who don't have access to apps or the internet, residents can always call SMG, send an email or go to their website to put in a work order.
- Angela introduced Lisa Love, Associate Director of Community Management. Mandi Mueller will be our community manager, reporting to Lisa.
- Call Client Services at 314-394-4200 first as they can usually help you with issues or direct your call.

Financial Report

Angela reported on the end of month August financial information.

ALA

Income – \$158,803.83

Under Budget on Income — \$2,604.80

Expenses – \$98,044.63

Under Budget on Expenses — \$64,557.37

ALC

Income — \$665,624.37

Over Budget on Income — \$4,708.70

Expenses — \$637,095.22

Under Budget on Expenses — \$40,605.78

Committee Reports

Shah explained that some new committees have been identified and she encouraged owners and residents to join the various committees to help the community. **See the insert for more information.**

- Architectural Committee – Chair Richard Ornberg
- Landscape Committee – Chair Cheryl Eggert
- Social Committee – Chair Madonna Esposito
- Finance Committee (New) — Chair Laura Farkas
- Welcome Committee (New) — Chair Jennifer Morgan
- Amenities Committee (New) – Chair Shah Smith
- Newsletter Committee (New) – Chair Laura Farkas

Architectural Committee Report – Three requests have been made for doors and a deck that have been approved by the Architectural committee. Dick reminded residents that owners must have a Maryland Heights construction permit while the committee only approves aesthetics and materials.

Landscaping Committee Report – Cheryl Eggert reported on the landscaping requests. The committee has contacted those who've submitted requests. The Landscape Request form is on TownSq and AutumnLakesSTL.com.

Social Committee Report – Shah provided a reminder that Saturday September 24th is Maryland Heights' Night Out hosted at the Clubhouse. Potluck BBQ, games, meeting first responders and sno-cones are available for residents.

President's Report

Dick provided information about items under the President's Report which included:

Mailbox stands are being repaired as needed. When other repairs, especially loose posts, are done we are repositioning the mailbox stands to the center of the building to make it easier for all residents to access the mail.

Roof leak ceiling repairs. The Association repairs the roof leaks and will repair and paint ceiling stains due to a roof leak. The Association does not repair basement damage. SMG is reviewing all the work orders and will be in contact with residents to make sure that the ceilings were repaired as needed.

Trustees received training on TownSq and the new financial reports. The Board is encouraging residents to use TownSq.

Old Business

Roofing Claim Update – Lincoln Hancock Restoration (LHR) has evaluated the roof damage due to hail and assisted SMG and Autumn Lakes to file a claim for the roof damage. Autumn Lakes is waiting for the insurance adjuster to come out and schedule a visit. LHR will be present during this inspection and will represent Autumn Lakes during the process.

The Board continues to encourage owners to make sure they have Loss Assessment Coverage for their home. Refer to the Master Policy coverage forms at AutumnLakesSTL.com (under News). It is best to provide the Master Policy information to your insurance carrier so they understand what coverage is included.

3158 ASD Retaining Wall Repair – We are waiting on bids. It was determined that the original contractor in 2014 didn't pull a Maryland Heights' permit for installation.

Dam between upper & middle lake – Getting bids on how to fix this.

Meeting with owners re: Management Company – Trustees met with a group of owners to listen to complaints, review reasons in great detail why the change was made, and explain steps being taken to resolve problems. There was a follow-up meeting of a smaller group of trustees and owners to review a follow up letter sent to all owners and to discuss ways to improve communication with owners. Restarting the Welcome committee and starting Trustee Open Houses were results of the second meeting.

Tennis Court Electronic Gate – This topic was tabled at a previous meeting. Shah motioned and Laura seconded the motion to remove this topic from Old Business and refer it to the Amenities Committee for solutions.

The Subdivision Garage Sale was held on Saturday Sept 24th. This was in conjunction with the Maryland Heights city-wide yard sale.

New Business

Tree removal/trimming – Laura sent a letter to Maryland Heights about city trees which are dead, seeded areas that need repair, and stumps that still need to be removed. Laura has a list of Autumn Lakes' trees that need to be removed. We are waiting for an arborist to provide advice and a bid to remove or trim.

Very large reoccurring sink hole on Autumn Trace Drive – Laura contacted MSD again. They have done a dye test and run a camera through it to determine how to fix it. It is currently marked by cones for safety. Good News! The hole was repaired 2 weeks later.

Driveway Resurfacing & Sealing – Board members did a walk around and provided a list to SMG to obtain bids. One bid has been received. The Board is waiting for two more bids and then will announce which driveways will be completed.

Trustee Open House – In order to help improve communication with owners, the Board will host a quarterly Trustee Open House where questions can be asked, information shared, rules explained. The first Open House will be Sunday, Oct 16 from 1 pm – 3 pm at the clubhouse.

Swimming Pool –According to ProPool the pool does not have a leak. Bids are being obtained to repair the pool plaster as well as filter repairs/replacements. These repairs will be done next spring.

Residents Questions & Comments

Open Forum: (Owners were provided question/comment forms to submit.)

Question: An owner asked when will the siding repair inspection take place?

Answer: A siding contractor started working this week and will continue next week to evaluate all of the siding. Once the report is submitted, the board will look at what can be phased into repairs and a schedule will be posted on TownSq and in the next gazette.

Question: What if there are areas of siding that the contractor might not be able to access to evaluate?

Answer: Owners are asked to put in a work order if they have damaged siding on decks that is not visible from the ground so that the contractor can contact them to access those so they won't be missed.

Question: Has the gutter cleaning inspection been completed?

Answer: SMG will confirm that the initial gutter cleaning inspection has been completed. If you think your gutters have not been cleaned, please put in a work order. For this particular owner Lisa has made a note and will follow up.

Question: Can residents get a paper newsletter?

Answer: Yes, this last time all owners were mailed a copy because very few owners have signed up on TownSq and provided their email addresses. Owners/residents who have TownSq accounts are emailed when the newsletter is provided on TownSq. Otherwise owners are mailed a paper copy. We encourage owners to save money by signing up for TownSq to get an emailed copy. Owners with emails on TownSq can check the box requesting a paper newsletter on the Owner Information form if they still want a paper copy.

Question: Do condo residents need to rake leaves in the fall?

Answer: No, the landscaping company will do two leaf cleanups around the fronts of the condos this fall. The first cleanup will be around November 1st.

Residents Questions & Comments

Continued:

Question: A resident asked about overgrown weeds along the edge of driveways and who should be taking care of that?

Answer: Please put in a work order so that SMG can document the issue and contact the landscaping contractor to address the issue.

Question: An owner asked about a work order for termite issues at their condo. They had not heard a response to the work order.

Answer: Lisa said she would follow up with the pest control company and with the owner as soon as possible.

Question: A resident asked if the pest control could put a tag on the door or could residents get some communication when the pest control company does service at their unit.

Answer: SMG stated they can ask the pest control companies to see if this is possible.

Statement: An owner shared that she had been having an issue with the payments on her account all year. It turned out that her payment had been mislaid by AMC since November 2021 and never deposited. AMC just informed her in September.

Question: A resident asked how many pets are allowed in a two bedroom unit?

Answer: In Maryland Heights, the limit is 3 pets. Dogs outside must be on a leash and residents must pick up and dispose of pet waste properly. Residents are reminded to contact Maryland Heights if they see dogs not on leashes or owners not picking up after dogs.

Question: Can the management company ask people to park their vehicles in the garage to improve the view.

Answer: No, there is no Association indenture or Maryland Heights' ordinance stating where residents should park their cars as long as they are in legal parking spaces (street, garage or driveways).

Question: When will the holes around the community be addressed?

Answer: The maintenance worker is waiting for a delivery of more dirt and rock. Some specific holes are being investigated for cause. SMG will look into ways to speed up this process.

Question: An owner commented that the large MSD sinkhole on Autumn Trace looks like it is foaming?

Answer: MSD just has tested to find out what caused the hole. The foam is 'grouting' applied by MSD before filling the hole.

Question: An owner commented that they had put in a work order for tuckpointing and new bricks that were needed and the work order had been closed.

Answer: Lisa stated she'd investigate and reopen the work order.

Comment: An owner wanted those in attendance to know that a private Facebook group for Autumn Lakes has been created by residents. Flyers were available at the meeting.

Question: An owner wanted to know more about how trustee elections work.

Answer: Trustee elections take place in May. There are typically two positions open each year.

For more information on what being a trustee entails, please contact one of the trustees.

Question: An owner asked about gutter issues at their unit. Can gutter guards be installed.?

Answer: In some areas, gutter guards are already installed on gutters to prevent tree leaves and pine needles from backing up in the gutters. Owners are reminded to put in a work order if they have issues with their gutters.



AUTUMN LAKES COMMITTEES

ARCHITECTURAL COMMITTEE- Chair: Richard Ornberg 817-357-2633

Members must be owners

The Architectural Committee reviews owner requests to add/replace windows, exterior doors, storm doors, exterior lights, patios, decks, deck/patio awnings or other changes on the exterior of the owner's condominium. The committee approves colors, materials, styles and that the established guidelines are followed. Committee members may review requirements, make suggestions and refer vendor. The owner must complete an Architectural Request form for actual approval before any work is started. In some cases, the committee will give preliminary approval, pending a Maryland Heights permit. All changes are at the owner's expense. The committee also makes recommendations to the board for changes in the architectural rules.

LANDSCAPING COMMITTEE - Chair: Cheryl Eggert 314-607-2175

Members must be owners

The Landscaping committee reviews an owner's request to change the landscaping around their condominium (there is a 10' maximum limit adjacent to the unit). Types and locations of plantings require approval to ensure that they will not create future problems (i.e., invasive, too close to buildings, mowing, snow removal). Approved owner changes are at the owner's expense and labor. The owner must complete a Landscaping Request form for actual approval before any work is started. At the committee's request, owner landscaping that is not well maintained, or planted without approval can be removed by the Association at the owner's expense after prior notification to the owner.

The Landscaping committee makes recommendations to the board regarding unhealthy bushes/trees which should be removed or changed out to an approved species, as the budget allows. They can recommend the removal of trees or bushes impacting a building or sidewalk. The committee also makes recommendations for the bushes, annuals and perennials around the entrance, the clubhouse, in the pool flower boxes, and around the lower lake overflow. The committee may also identify problem areas on the common ground that might benefit from plantings.

AMENITIES COMMITTEE – Chair: Shah Smith 314-960-6620

Members must be owners

The primary responsibility of the Amenities Committee is to make recommendations to the board regarding the operations of the Lakes, Sport Courts, Pool, Clubhouse, RV Lot and other amenities the community may want to add. The committee accepts suggestions from owners to make changes/additions, researches the level of interest, feasibility and costs of any requested changes/additions and can make a proposal to the board for budget review.

FINANCE COMMITTEE – Chair: Laura Farkas 314-770-9442

Members must be owners with accounting or financial experience

The Finance Committee assists in reviewing accounts payable and assists in helping to prepare the annual budget. This committee deals with confidential information. Some of the material is of a sensitive nature and cannot be shared with non-committee members prior to board approval.

WELCOME COMMITTEE – Chair: Jennifer Morgan 314-344-2928

Members must be owners

The Welcome Committee helps to design a New Owner packet, which might include coupons from local businesses, Rules & Regulations, Frequently Asked Questions, Website information and a flyer about Town Square. Members of the committee reach out to new owners to welcome them to the community.

NEWSLETTER COMMITTEE – Chair: Laura Farkas 314-770-9442

Members can be owners or residents

The committee creates the newsletter format and incorporates required content, announcements, and created community content into the newsletter. As an official Association communication, the newsletter is edited and approved by the Board.

SOCIAL COMMITTEE – Chair: Madonna Esposito 314-358-1191

Members can be owners or residents

The Social Committee plans several social events for the residents throughout the year. There is a line item on the budget to help cover expenses. Past favorites include Pool parties, Ice cream Socials, BBQs, Ladies' Luncheon, Wine Tastings, Maryland Heights Night Out, and the Autumn Fest. The committee recruits set up/take down helpers.

Reminder Change of Insurance: There has been a change to the Autumn Lakes master insurance plan. The deductible amount has been raised to \$15,000. Owners should talk to their personal insurance agents to change their coverage. The information about the insurance plan is available on the Autumn Lakes website under More....Master Insurance Policy documents (although it may not appear on phone or tablet apps) and will soon be available on the SMG community website.

Sign up for your TownSq account:: If you haven't registered for your account yet, you could really help us save money on mailing the gazette by setting up your account on TownSq. TownSq lets you see your account, make payments, submit work orders and requests, and see Autumn Lakes documents and financials. Town Square can also send notifications and the gazettes if you have an email on your account.

The next Autumn Lakes Association meeting is scheduled for 11/16/22 at 7 pm.

Trustees' Open House

Do you have a question for the trustees? Have a question about the rules?
Need help with TownSq?

In order to help improve communication with owners, the Board is hosting a quarterly Trustee Open House where trustees will help with your questions.

New Committees — Need Members

Autumn Lakes has added several new committees. See the write up in the gazette for information about each one. All of the committees are looking for new members.
Please ask a trustee if you have a question.

Sign up if you would like to help, get to know more about Autumn Lakes and meet some new people.

