



**Annual Meeting
Windsor Lakes Homeowners'
Association
June 30, 2020**



Board of Directors

- ▶ Mary Dale Scoggins President/Property Manager
- ▶ Jim Cherry Vice President
- ▶ Teresa Johnson Secretary
- ▶ Janet Tooman Treasurer
- ▶ Vacant



Agenda

Windsor Lakes Annual Meeting

April 28, 2020

- ▶ Adoption of Agenda
- ▶ Legal Compliance
- ▶ Approval of 2019 Meeting Minutes
- ▶ Board of Directors' Report – 2019/20
- ▶ Review and Look Ahead to 2020/21
- ▶ Answers to Questions Submitted by Residents
- ▶ Election Results
- ▶ Adjournment



Mission and Status

- ▶ This is the 13th anniversary of the Windsor Lakes Homeowners' Association as an all homeowner Board of Directors
- Mission: Maintain and grow the value of our community and individual homes while providing a desirable quality of life for all residents.
- In the 13th year, your association is financially sound and the mission of the association is being achieved.



The Windsor Lakes Homeowners'
Association, Inc.
2020

State of the Association

- Annual audit indicates finances are sound.
- More of the budget is being spent on maintenance of our assets.



Treasurer's Report 2019 Operating Results

	2019 Planned	2019 Actual
Assessments	\$1,561,296	\$1,561,244
Other Income	83,700	104,542
Reserve Contribution	(419,644)	(450,570)
Operating Expenses	(1,222,910)	(1,220,189)
Surplus/(Deficit)	2,442	(4,973)



2019 Replacement Reserves

	Common	Townhouse	Total
Revenues from Assessments	\$303,326	\$147,244	\$450,570
Interest Income	23,882	20,534	44,416
Total Revenue	327,208	167,778	494,986
Clubhouse	(28,685)		(28,685)
Iron Fences	(8,321)		(8,321)
Private Streets	(5,460)		(5,460)
Sidewalk Repairs	(23,973)		(23,973)
Swimming Pool/Spa	(4,428)		(4,428)
Total Expenditures	(70,867)		(70,867)
Net Addition to Reserves	256,341	167,778	424,119
Beginning Balance	970,968	711,132	1,682,100
2019 Year End Balance	1,227,309	878,910	2,106,219



Treasurer's Report 2020 Year to Date

	<u>May 31, 2020</u>	
A. Year to Date Total Assets	\$	3,366,105
Operating Fund		1,097,919
Accounts Receivable		19,291
Replacement Funds		2,156,547
Prepaid Expenses		92,348
B. Total Liabilities and Equity	\$	3,366,105
Total Current Year Accounts Payable		113,516
Total Replacement Prior Year Reserves and YTD Income	2,305,359	
YTD Replacement Reserve Expense	<u>(148,812)</u>	
Net Replacement Reserve		2,156,547
Townhome Roof Reserve	936,364	
Other Surplus Fund Balance	<u>1,220,183</u>	
		<u>2,156,547</u>
C. Year to Date Income		507,673
Expenses		455,911
Year to Date Operating Balance	\$	51,762
D. Current Month Income		97,610
Current Month Expenses		80,133
Month Operating Balance	\$	17,477
E. Accounts Receivables in Arrears		
1 month or less	39	4,667
2 months	3	1,460
3 months	3	1,764
> 3 months	4	10,870
	<u>49</u>	<u>18,760</u>
Change from December	(8)	(9,967)



President's Report

Three major changes:

- ▶ Management company
- ▶ Lawn Maintenance Company
- ▶ Home Monitoring



Property Manager's Report

- ▶ Completion of Edinburg Ct. concrete work
- ▶ Concrete work – sidewalk repair, grates added, curb repair, handicap ramp
- ▶ Drainage work on Windsor Bridge
- ▶ Lawn maintenance company change
- ▶ Front gate repair
- ▶ Dead tree removal – Windsor Bridge
- ▶ Phase I builder installed iron fence repair and painting
- ▶ Mailbox handrail installation completion
- ▶ Multiple roof repairs to townhomes



Vice President's Report

- ▶ Crushed granite pathway was constructed around the exercise room.
- ▶ Treadmill belts replaced. Other repairs and routine maintenance performed.
- ▶ 3 rose bushes relocated by entry door.
- ▶ Clubhouse: Entry woodwork repainted; deep cleaning; patterned concrete re-stained & re-sealed.
- ▶ New stop signs installed in front of the clubhouse.
- ▶ Spa: re-plastered, new pump, heater, thermostat & underwater light.



- ▶ Hinges on the dumpster gates were repaired.
- ▶ 55+ survey completed in December.

Challenges for the near future:

- ▶ A/C is old & will likely need replacing.
- ▶ Audio equipment is out of date & difficult to find replacement parts.
- ▶ Video cable connecting the south access gate to the cameras in the guard house have been damaged by mowers and chewing squirrels. New underground cable will be needed soon.



Secretary's Report

- ▶ Implemented “teamwork strategies” with all board members to build good working relationships and to help cover issues that arose when other members were ill, out of town, or needed assistance in covering the vacant role of property manager.
- ▶ Established a comprehensive evaluation rubric and job descriptions for staff.
- ▶ Re-established the role of liaison with area municipalities.



- ▶ Offered board support to the Architectural Review Committee. ARC is made up of homeowner volunteers who work with Sterling ASI to process all request for home improvements and reports to homeowners their approvals, denials, and violations.



Homeowners' Summary 2020 Annual Meeting

- ▶ We believe the financial future of Windsor Lakes is strong. The Board continues to follow recommendations in the Reserve Study.
- ▶ Challenges for the future are:
 - Townhome roof replacement. Funds for replacement are on track and replacement will begin in 2021.
 - Iron fence replacement/repair
 - House painting



2020 Activities

- ▶ Phase I house painting
- ▶ Phase II builder installed iron fence repair/painting
- ▶ Phase I front door refinishing
- ▶ Bid process for townhome roof replacement – Year 1



Sterling ASI

Drew Jones

- Summary of first year
- Compliance Issues



Residents' Questions/Answers

- How soon will the clubhouse be made available for private events?
- Since staff and hours have been reduced and curtailed, then should HOA assessments be reduced?
- Can painting schedules, etc., be posted on the website?
- Not all residents have received mulch and gutter cleaning. What do we plan to do about the situation?



- ▶ Why aren't all employee's trained in pool cleaning?
- ▶ Over a year ago we were told that questions and answers would be posted on the website because there was not enough time to answer all of them at the meeting. When will this begin?
- ▶ Why can't the clubhouse hours be the same every day, 7 days a week?
- ▶ Why is AT&T not an option for internet service in Windsor Lakes?



- ▶ Who is paying for the cages and removal of feral hogs?
- ▶ How long do they anticipate the use of cages?
- Can we have a book of board minutes and newsletters in library?
- Can we list board committees on website?



- ▶ When will chairs be updated at pool?
- ▶ When are the townhome roofs going to be replaced?
- ▶ When will the red transition sidewalks be painted or pressure washed?
- ▶ Who washes the clubhouse windows – upper?



- ▶ When Jose is gone, who is designated employee or board member appointed to clean pool daily?
- ▶ Can we evaluate clubhouse staff and lawn care using a survey?
- ▶ Can pool be heated again?
- ▶ Why are we not receiving the e-blasts directly from Sterling rather than forwarded by Louise?



- ▶ Is it possible to provide additional trash can or dog waste stations around the lake?
- ▶ Has the board looked into the possibility of a small dog park?
- ▶ When social distancing requirements let up, can we get more/new activities at the clubhouse? Same old parties and games.
- ▶ When are gutters going to be cleaned?



- ▶ When will you open shuffleboard table for play?
- ▶ When will there be monthly theme social gatherings?
- ▶ When will card games resume?
- ▶ What is it costing for the hog cage?



- ▶ Provide schedule for house painting?
- ▶ When will iron fence/gate be scheduled?
- ▶ Do Conroe or Montgomery County law enforcement drive through our community frequently?
- ▶ Why not do virtual or zoom for this meeting?
- ▶ Could there be a gate code on the door at the pool that is now there?



- ▶ Could someone call Conroe to make turn lane only from 242 onto Bridge Road?
- ▶ Will the street cleaners /sweepers ever return?
- ▶ What length of term will the new director serve and what are terms of 4 appointed directors?
- ▶ Did board provide monetary compensation for staff members laid off?



- ▶ When will card games, dominoes, etc., begin?
- ▶ Why doesn't clubhouse give free facemasks to residents?
- ▶ Who is paying for the cage and removal of feral hogs?
- ▶ How long do they anticipate it taking?



- ▶ When will pool be open for grandchildren and guests?
- ▶ Who do we call if we need trees trimmed?
- ▶ Why is the U.S. flag not properly illuminated at night?
- ▶ What is the plan to round up pest that are digging up mulch?



Election Results

- ▶ One open board position
- ▶ One candidate
 - Mike Miller



Next Meeting

August 25, 2020