

January  
2020

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# WOODHAVEN NEWS



## What's Inside

Board News  
Pg. 6

Proposed Changes to  
Policies  
Pg. 7-12

Recreation  
Pg. 14-17

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## president's letter

Christine Moffett | President, Board of Directors

In this edition of the *Woodhaven News*, we are providing proposed recommendations on revisions to our By-Laws and our policies around the election process. I would like to highlight the proposed recommendations to our election process.

Every 24 months Woodhaven Association holds elections for the open Board of Directors seats. Each Director has a term of 4 years in representing Woodhaven. Either three (3) or four (4) Directors will be elected every 24 months. This coming year in 2020 we will be having an election for 3 seats which will be announced in April, with ballot counting taking place in August and the seating of the newly elected Board of Directors on August 23rd at Woodhaven Lakes.

In the 2018 Election, we had many lessons learned and dealt with many situations. In response to this, the Governing Documents Review Committee has been reviewing the policies on Elections and Referendums Section 2 as well as our Association By-Laws Article VI Election of Directors by the Members and has proposed recommendations. These

proposed recommendations were submitted to the Board this past Board of Director's meeting for review and are available in this edition on page 7-12.

The Board of Directors, as well as the Governing Documents Review Committee, is committed to ensuring we consistently address the quality of your experience at Woodhaven Lakes. Please take the time to review all of the proposed recommendations submitted on behalf of the Governing Documents Review Committee.

*Christine Moffett,*

Board of Directors President





management report



jeff hickey | executive director  
amy ackert | g.m. administrative services  
randy koehler | g.m. member services



Twilight IP Lot-to-Lot Internet Access

At their December 10th meeting, The Board of Directors approved the contract with Twilight IP to allow exclusive rights to install equipment and utilize Woodhaven’s current fiber infrastructure to provide lot-to-lot internet access to Property Owners. This will be an elective service for Owners with no upfront costs to Woodhaven and a percentage of the monthly profits being returned to the Association. The exclusivity of this agreement is between the Association and Twilight IP only in regards to the installation of equipment and usage of existing cabling; it does not bind or restrict you from using whatever internet services you choose – whether it’s through satellite or your cell service provider.

Twilight IP plans to offer two different levels of service: a base plan with speeds of 25Mbps and an approximate target price of \$55 per month and a premium plan targeted at \$75 - \$85 per month and speeds up to 100Mbps. The premium plan, aside from being faster, will include more pro-level features such as static IP’s and QoS. Plans will range from standard yearly 12-month plans, as well as monthly, weekly and weekend Wi-Fi plans. All installation, billing and customer service will be provided by Twilight IP through a dedicated support number and personnel specifically assigned to Woodhaven accounts. The free Wi-Fi hotspots that are currently available at the Association Office, Lakeside/Lakeview

Buildings, General Store/Restaurant/Laundromat, Pool 1 and Family Center will remain free, but will be managed by Twilight IP once the lot-to-lot internet services go live.

Twilight IP will complete network engineering over the next several weeks with construction and installation of towers and equipment beginning after the first of the year. Twilight IP will also look at offering promotional pricing and will work on creating incentives and promotions once they are closer to going live. For more information, please check out their website at <http://twilightinternet.com>.

Employee Service Awards

Our main goal here at Woodhaven is to provide the best possible service to Association Members and to enhance their enjoyment of the facilities. With this goal in mind, we would like to recognize the following staff members who received service awards at our annual Christmas Party in December.

- Five year award: Duane Dickison – ESAC Inspector  
Marla Pearson – Collection Clerk  
Rick Cardot – LP Delivery Manager

- Ten year award: Bonita Willis – Woodhaven Realty Managing Broker  
Mary Lovgren – Independent Realtor  
Clark Simpson – Resource Technician II
- Fifteen year award: Melissa Fawkes – Accounting Clerk
- Twenty year award: Becky Whelchel – Collection Manager
- Twenty-five year award: Jerry Corcoran – Lakes Manager  
Timothy Bonnell – Public Safety Patrol Sergeant
- Forty year award: Karen Roche–Retired Executive Director/Executive Mgr.
- Forty-five year award: Rex Shanyfelt – Public Safety Patrol Officer

We appreciate the years of dedicated service. People are and always will be our greatest asset. Please know these individuals are important members of our Woodhaven (Team) Family and their abilities and contributions will be an important part of our continued success.

Budget Process Continues / Assessment Invoices to be Mailed

On December 10th, the Board of Directors approved the assessment levels for the 2020-2021 fiscal year and set them at \$1,360 on lots with sewer services and \$1,235 on lots without sewer services. Property Owners will be invoiced for their respective balances; the assessment bills will be mailed after the first of the year. The invoices should be posted and sent by January 15, 2020. As you receive your assessment invoice, please take some time to review the information and schedule your payment based on the balance due shown on your invoice.

Owners will continue to have two payment options to choose from. The first will be to make full payment on or before March 31, 2020. Owners choosing this option will receive a \$30 discount on lots with sewer service and \$25 on lots without sewer service. The second option is three installments with half or 50% of the assessment due on or before March 31, 2020. The second installment will require a payment equal to one quarter or 25% of the assessment due on or before May 31, 2020. And the final payment equal to one quarter or 25% of the assessment due on or before July 31, 2020. Please look for your assessment invoices in January and do not hesitate to contact the Association Office with any questions or concerns regarding your 2020-2021 assessments.

In addition to the assessment resolution, the Board of Directors also approved a resolution to apply the surplus from our March 31, 2019 financial statements to pay down debt obligations from the disaster recovery pro-

continued on pg. 4

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## MANAGEMENT REPORT

cess. We reported a surplus of \$231,974 in 2019 and will apply this amount against the disaster recovery loan on April 1, 2020. With this payment the original amortization period on this loan will be reduced from 9 years to 6 years with the final payment scheduled to occur on April 1, 2021. The annual assessment allocated for this purpose is \$45 per lot.

With the passing of the assessment, work on the budget process will continue until March when the final budget is scheduled to be approved by the Board of Directors. In January and February, we will work to update our five-year operating plan, our reserve plans and to prepare a monthly budget projection for 2020-2021. All of the changes and adjustments are subject to Committee and Board review prior to presentation for approval. If anyone is interested in obtaining more information about the budget process, please contact the Association Office to schedule an appointment with the Executive Director.

### Collections / Delinquent Payment Analysis

Each year, at the end of October, the Association completes an analysis of its delinquent account balances and compares this data with prior totals. This time frame was chosen because it also co-insides with the annual sale of delinquent taxes in Lee County. The following bullet points provide information on this year's analysis:

- The number of lots delinquent in Woodhaven assessments was 186 compared with 226 last year and 281 three years ago. An improvement of about 34% over the 3 year period.
- The total delinquent balance in Woodhaven assessments was about \$319,000 compared with \$499,000 last year and \$581,000 three years ago. An improvement of about 45% over the 3 year period.
- The number of lots delinquent in real estate taxes due to Lee County was 466 compared with 459 last year and 489 three years ago. A net change of about 6%.

This year there are 368 lots who have paid their Woodhaven dues and have not paid their Lee County taxes. As noted by Amy Ackert in the December *Woodhaven News*, ownership of a Woodhaven section and lot includes payment responsibilities to both the Woodhaven Association and to Lee County. If an Owner does not pay their taxes, the property can be purchased through the delinquent tax sale process and Owners paying their Woodhaven assessments could lose their property by not paying their taxes. If you as

an Owner have not paid real estate taxes to Lee County and it is your intention to continue owning property at Woodhaven, please contact the Lee County Treasurers Office at (815) 288-4477 at your earliest convenience. The Treasurer's Office should be able to answer any questions regarding any outstanding balances due and delinquent with Lee County.

### Financial Summary FY 2019-2020 through October

- Assessment collections show improvement consistent with the collection analysis at 97.05% this year. Last year we were at 96.38%; and, two years ago 96.07%.
- The overall operating fund balance was favorable at \$80,722. Unfavorable variances were reported in: administration management, ESAC, and resource management.
- The lot fund reported an unfavorable variance of <\$1,699>.
- The utility fund reported an unfavorable variance of <\$1,824>.
- The restricted fund reported a favorable variance of \$506,669.
- Woody, Inc. reported a favorable variance of \$79,052.
  - » General Store net income of \$19,467 – last year through October \$20,992.
  - » True Value Service Center net income of \$176,336 – last year through October \$150,569.
- Woodhaven Lakes Realty reported an unfavorable variance of <\$17,157>.
  - » Reported net income \$38,320 – last year through October \$38,779.

### Shady Oaks CC Agreement

The results of the corporate discount agreement with Shady Oaks Country Club were recently completed and were presented to the Board at the December Meeting. This year 243 lots (250 last year) participated in the program, playing 2,052 rounds (1,957 last year) throughout the 2019 golf season. The number of lots participating in the program was down by about <2.80%> with the number of 9-hole equivalent rounds up by about 9.85% from last year. The total number of rounds was higher by about 4.85%. In addition the number of 18-hole rounds was higher by 215 rounds, while 9-hole rounds were lower by 120 rounds. The Woodhaven Board of Directors and Shady Oaks Country Club will review this information prior to making a decision on a 2020 Corporate Discount Agreement.

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Chicago RV & Camping Show

Woodhaven will again be attending the Chicago RV & Camping Show which is scheduled for February 13 – 16, 2020 at the Donald E. Stephens Center in Rosemont. If you plan on attending this show, please stop by the Woodhaven booth to say hello and to share your Woodhaven experiences with our staff and others attending the show.

Project Updates


With some delays in coordinating work between our DeKalb Fiber and Metropolitan Pumps, we have completed improvements to the SCADA system at 8 of our lift stations. Two stations, 15 and 16, have been upgraded to a fiber connection, and six locations, 2, 4, 8, 11, 26, & 29 have been upgraded using a cellular connection.

Project estimates to install a card controlled access system at the Administration Office were tabled in December to complete more research and get answers to questions before making a recommendation to the Board of Directors. This item is expected to be placed on the January 14th Board Agenda.

The Board of Directors approved a proposal from H & H Builders in Mendota to replace the roof at True Value Service Center for a cost estimate of \$34,812. Work on this project will take place over the winter months.

Cabin Fever Festival

Cabin Fever Festival activities will be held on Saturday, February 8th. This festival is a great opportunity to get out of the house and enjoy some winter activities at Woodhaven. A schedule of programs and activities is included in this issue of the Woodhaven News. Adjustments will be made to accommodate actual weather conditions, so please mark your calendars and take advantage of this event.




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BOARD NEWS

board action report

The following actions were taken or reported by the Board of Directors at their November 12th, 2019 Meeting:

- 1. Motion was made to approve the October 15, 2019 – Board of Directors’ Meeting Minutes. Motion passed unanimously.
- 2. Motion was made to approve the October 15, 2019 - Board of Directors’ Executive Session Meeting Minutes. Motion passed unanimously.
- 3. Motion was made to remove the ESAC BOR Appeal Section 27 Lot 164 from the agenda and place it on the December 10, 2019 Board Agenda. Motion passed unanimously.
- 4. Motion was made to approve the ESAC Board of Review recommendations as presented. Motion passed unanimously.
- 5. Motion was made to approve the suspension of privileges for Section 10 Lot 79 and Section 16 Lot 168 until the Owners come into compliance with the Association. Motion passed unanimously.
- 6. Motion was made to proceed with the dumpster pad resurfacing and approve the proposal from Porter Brothers for \$36,175. Motion passed unanimously.
- 7. Motion was made to approve the 2019 Christmas gifts. Motion passed unanimously.
- 8. Motion was made to approve the Resolution for the 2020 Board of Directors’ Meeting Schedule with the following changes: Sunday, August 23, 2020 Annual Meeting at Woodhaven will begin at 11:30 a.m. and the Board Meeting will begin at 1:00 p.m. and Saturday, October 3, 2020 Budget Workshop at Woodhaven will begin at 1:00 p.m. Motion passed unanimously.

Board Action Taken on Contractor

Due to violations of Woodhaven’s Rules and/or Contractors Policy, the Association Board of Directors at its November 12, 2019 meeting, considered the continued contractor’s privileges for Brandon Meyers doing business as Two Men Mowing. Mr. Meyers’ actions and performance had been the subject of an ESAC Board of Review meeting on November 2, 2019 during which the Board of Review considered complaints and heard presentation from staff.

The Board of Directors reviewed the information presented at the November Board of Review. The Board of Directors determined to revoke the Contractor’s privilege to do business. The revocation of his privileges was effective immediately upon written notification from the Association to the last known address provided by Mr. Meyers.

BOARD & COMMITTEE MEETINGS

*\*Meetings are subject to change, please check our website to view the most up-to-date schedules before attending a meeting.*

January		
14th	Board of Directors' Meeting, IN Wesleyan Naperville	7pm
27th	Board of Directors' Meeting, IN Wesleyan Naperville	7pm
February		
11th	Board of Directors' Meeting, IN Wesleyan Naperville	7pm
17th	Finance Committee Meeting, IN Wesleyan Naperville	7pm
24th	Board of Directors' Meeting, IN Wesleyan Naperville	7pm



Hours: January

Monday-Friday:  
8:30 a.m. - 4:30 p.m.

Saturday:  
10 a.m.-2 p.m.

Sundays by appt. only  
See Page 2 for holiday hours

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Last updated:  
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A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE WOODHAVEN ASSOCIATION  
2020 Meeting Schedule

WHEREAS, the Woodhaven Association (the "Association") is governed by and through a duly elected Board of Directors (the "Board") pursuant to the By-Laws; and

WHEREAS, Article VII, Section 5 Meetings of the Board of Directors states, "The Board shall meet at such times as the Board shall determine by resolution, but no less than 4 times annually."; and

WHEREAS, the Board wishes to set forth their 2020 meeting schedule.

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED AS FOLLOWS:

1. The 2020 Board Meeting Schedule is as follows:

Tuesday, January 14	7 p.m.	Indiana Wesleyan Univ., Naperville
Monday, January 27	7 p.m.	Indiana Wesleyan Univ., Naperville
Tuesday, February 11	7 p.m.	Indiana Wesleyan Univ., Naperville
Monday, February 24	7 p.m.	Indiana Wesleyan Univ., Naperville
Tuesday, March 10	7 p.m.	Indiana Wesleyan Univ., Naperville
Monday, March 23	7 p.m.	Indiana Wesleyan Univ., Naperville
Tuesday, April 14	7 p.m.	Indiana Wesleyan Univ., Naperville
Monday, April 27	7 p.m.	Indiana Wesleyan Univ., Naperville
Saturday, May 23	9 a.m.	Woodhaven
Monday, June 22	7 p.m.	Indiana Wesleyan Univ., Naperville
Saturday, July 25	9 a.m.	Woodhaven
Tuesday, August 11	7 p.m.	Indiana Wesleyan Univ., Naperville
Sunday, August 23	1 p.m.-after Annual Mtg.	Woodhaven
Tuesday, September 8	7 p.m.	Indiana Wesleyan Univ., Naperville
Monday, September 28	7 p.m.	Indiana Wesleyan Univ., Naperville
Friday, October 2	7 p.m.	Woodhaven, Lakeview Building
Saturday, October 3	12 p.m.	Woodhaven, Lakeview Building
Tuesday, October 13	7 p.m.	Indiana Wesleyan Univ., Naperville
Saturday, November 14	1 p.m.	Woodhaven, Family Center
Tuesday, November 17	7 p.m.	Indiana Wesleyan Univ., Naperville
Tuesday, December 8	7 p.m.	Indiana Wesleyan Univ., Naperville

2. That this Resolution shall be in force and effect from and after its passage and approval.

PASSED AND APPROVED THIS 12th DAY OF NOVEMBER 2019.

AYES: Ivan Martinez, Charlie Muir, Laura Packwood,  
Ryan Grace, Pamela Smith, Christine Moffett

NAYES: \_\_\_\_\_

ABSENT: Mike Weinstein

Christine Moffett, President

ATTEST: Ivan Martinez, Secretary

Proposed Changes to Policies & By-Laws

In conjunction with changes being proposed to the Associations Rules, similar scrutiny will be made of the Policies and By-Laws. With some tasks being more time sensitive than others, the Committee prioritized the documents and sections needing to be addressed for implementation at the start of the 2020 season. This being said, proposed changes on Policies concerning contractors, vendors, and realtors, as well as Polices and By-Laws governing the Association's election process, have been printed for the memberships review.

The Policy pertaining to contractors, vendors, and realtors has been reformatted, the current layout is included and shown with a ~~strikeout~~, followed by the new format. Language being eliminated, again, will appear with a ~~strikeout~~, while new language will be shown in red and underlined.

Please keep in mind; this is a draft document subject to further changes right up to the time of adoption.

Property Owners wishing to comment on the proposed changes may do so in writing, either in a Speak Up Sheet or simply sending an email to [www.woodhavenassociation.com](http://www.woodhavenassociation.com); or mail it to: Woodhaven's Governing Documents, P.O. Box 110, Sublette IL 61367. As a Property Owner you may also attend a Board meeting and comment directly to the Board of Directors under Member Business from the Floor.

08-200-0312 Woodhaven Contractor, Vendor, and Realtor Policy  
~~Registration, Certificate to do Business, Construction Permits, and Conduct of Vendors, Contractors and Realtors~~

- A. Contractor Requirements
1. A Certificate to Do Business is granted to contractors of carious professions on payment of a \$100.00 annual fee which includes: ~~A property access pass for each owner, with a maximum of four passes per business; and a \$10.00 fee for each additional pass required for employees of said business. Proof of Worker's Compensation is required prior to issuance of employee passes. All passes are renewed on a yearly basis with the calendar year being April 1 to March 31.~~
  2. Contractor shall carry the following insurance coverage and provide Woodhaven with certificates of insurance evidencing policies in force. Contractor agrees to maintain paid-up insurance and to give the Association notice of any cancellation. Evidence shall be furnished for the following insurance: any vehicle and/or equipment to be used on property; Workman's Compensation; and a minimum combined coverage of \$500,000 for property damage and general liability.
  3. All contractors and their employees shall possess current Property Access Passes, as issued by the Association and input such pass for entry into Woodhaven properties.
  4. Holders of a Property Access Passes shall promptly display said passes to Woodhaven staff members whenever requested.
  5. Contractor or their employees who are delinquent in paying debts to the Association or its subsidiaries will not be issued a Certificate.
  6. Contractors shall provide copies of all professionally required certificates and/or licenses.
  7. All Contractors shall display company identification on their vehicles, which is visible from the road.
  8. Contractors who own property at Woodhaven must scan in with their Contractor Property Access Pass when providing a service to another



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## PROPOSED CHANGES TO POLICIES & BY-LAWS

property owner at Woodhaven. If currently on property as a property owner, the contractor needs to scan in with their Access Pass at the gate. When work is complete, the contractor needs to scan out on their Access Pass. Misuse of the Access Pass can result in citations and fines.

9. Contractors are prohibited from using Woodhaven dumpsters for disposal of construction debris or packaging.
  10. Contractor Property Access Pass Restriction: Issuance of a Contractor Property Access Pass does not entitle the bearer to use of Woodhaven Association property for recreational purposes.
  11. Jurisdiction: By acceptance of a Certificate, the holder shall accept the obligation for themselves and their employees to conform to those applicable rules and regulations as established for the conduct of themselves and property owners by the Association Board of Directors.
  12. Any person who makes themselves available to do work for hire shall be considered a contractor and is required to obtain a Certificate and shall comply with all provisions of this Policy.
  13. The Association has the right to deny the issuance of a Certificate and/or Construction Permit to any company or individual. Property owners who are Contractors and are delinquent with the Association regarding any financial matters will be denied a Property Access Pass for their business.
- B. Vendor and Realtor Pass Requirements**
1. A Vendor or Realtor Property Access Pass is granted to Vendors of various professions and Realtors on payment of a \$10.00 annual fee which includes: A single pass for the Vendor or Realtor, and a \$10.00 fee for each additional pass required. All passes are renewed on a yearly basis with the calendar year being April 1 to March 31.
  2. All Vendors, Realtors and their employees shall possess current Property Access Passes, as issued by the Association and input such pass for entry into Woodhaven properties.
  3. Holders of Vendors or Realtors Property Access Passes shall promptly display said passes to Woodhaven staff members whenever requested.
  4. Vendors, Realtors or their employees who are delinquent in paying debts to the Association or its subsidiaries will not be issued a Property Access Pass.
  5. Vendors and Realtors shall provide copies of all professionally required certificates and/or licenses.
  6. All Vendors and Realtors shall display company identification on their vehicles, which is visible from the road.
  7. Vendor/Realtor Pass Restriction: Issuance of a Vendor/Realtor Property Access Pass does not entitle the bearer to use of Woodhaven Association property for recreational purposes.
  8. Jurisdiction: By acceptance of a Vendor or Realtor Property Access Pass, the holder shall accept the obligation for themselves and their employees to conform to those applicable rules and regulations as established for the conduct of themselves and property owners by the Association Board of Directors.
  9. The Association has the right to deny the issuance of a Property Access Pass to any company or individual. Property owners who are Vendors or Realtors and are delinquent with the Association regarding any financial matters will be denied a Property Access Pass for their business.
- C. Usage and Limitations of Contractors Certificates (Vendor/Realtor as applicable)**
1. Construction Permits: All contractors performing work at Woodhaven will be responsible for obtaining proper construction permits prior to commencement of construction.
  2. Tree Removal Permit: contractor shall verify that a permit for tree removal has been obtained and is properly posted prior to removing any trees.
  3. Covenants and Restrictions Conformance: Contractors shall comply strictly with all requirements set forth in the C&R including regulating construction and setback requirements, and promptly calling attention to any provisions in bids, specifications, etc. in conflict with the Declaration of Covenants.
  4. Work Standards: All work performed by vendors and contractors shall be done in a workmanlike manner and within professional standards. The definition of such to be established from professional associations, current trade practices and area construction codes.
  5. Stored Equipment: All Contractors' equipment shall be removed at

the end of a working day unless it is being used on a lot permitted for the work. There will be no storage of contractors' equipment within Woodhaven.

6. Work Hours
  - i. Hours are 7:00 a.m. to dusk plus 30 minutes for cleanup.
  - ii. Planning activities such as contractor/owner conferences, estimating and appraisals are not considered work under this regulation and may be done after hours until 10:30 p.m.
  - iii. Emergency repair work will be permitted after hours only upon authorization of the property owner and/or responsible Woodhaven authority.
  - iv. Contractors entering Woodhaven for planning activities or emergency work after hours are required to submit to Public Safety the locations they are visiting.
  - v. Contractors shall be restricted to the above listed locations during the after hours visit.
7. Curfew: Contractor and vendor employees' passes shall be invalid at the termination of daily work hours; the holders of said passes are subject to sanctions of trespass with the exception of C.6a above.
8. Contractor, Vendor and Realtor Responsibility for Employees: contractors, Vendors and Realtors shall be responsible to the Association for both the quality of work and the general conduct of their employees.
9. All dragging, sliding or any other related activity of sheds, rooms, trailers or construction material without tires, will not be allowed on the Association's roads.
10. Contractors, Vendors, Realtors or their employees listed on any sex offender list or having been convicted of child pornography are prohibited from entering the Associations' property.

Contractors Vendors and Realtors not registered with the Association will be treated as guest of the Member/Owner and will be responsible for their guest's actions. Activity of the contractor, vendor, or realtor is restricted to the Owner's Campsite on which pass they entered the property.

### **Registration, Certificate to do Business, Construction Permits, and Conduct of Contractors, Vendors, and Realtors.**

Persons or companies providing labor to perform a service or do a job on a Campsite are considered by the Association to be a Contractor and are subject to sections of this policy referencing Contractors. Persons or companies providing delivery or pick-up of materials or items are considered to be Vendors and are subject to sections of this policy referencing Vendors. The Association may waive requirements to individuals or companies providing products and/or services that require specific licensing such as surveyor; or, are participating in an Association activity such as open market and food vendors.

- A. All Contractors, Vendors, and Realtors**
1. Contractors, Vendors, and Realtors and their employees shall possess current property access passes specific to each person, as issued by the Association and input such pass for entry into Woodhaven properties.
  2. Holders of Property Access Passes shall promptly display said passes to Woodhaven staff members whenever requested.
  3. Contractors, Vendors, and Realtors or their employees who are delinquent in paying debts to the Association or its subsidiaries will not be issued a Certificate property access pass(es).
  4. Contractors, Vendors, and Realtors shall provide copies of all professionally required certificates and/or licenses.
  5. Contractors, Vendors, and Realtors, shall display company identification on the driver's side of their vehicle(s) in lettering no less than 1", which is visible from the road. Signage may be magnetic, painted directly onto vehicle, or other application approved by the Association.
  6. Property Access Pass Restriction: Issuance of a Property Access Pass does not entitle the bearer the use of Woodhaven Association property for recreational purposes.
  7. Jurisdiction: By acceptance of a Property Access Pass, the holder shall accept the obligation for themselves and their employees to conform to those applicable rules and regulations as established for the conduct of themselves and property owners by the Association Board of Directors.
  8. Contractors, Vendors, and Realtors shall be responsible to the Association for both the quality of work and the general conduct of their employees.



9. The Association has the right to deny the issuance of a Property Access Pass to any company or individual. Property Owners who are Contractors, Vendors or Realtors and are delinquent with the Association regarding any financial matters will be denied a Property Access Pass for their business.
  10. Contractors Vendors and Realtors not registered with the Association will be treated as guest of the Member/Owner and will be responsible for their guest's actions. Activity of the contractor, vendor, or realtor is restricted to the Owner's Campsite on which pass they entered the property.
  11. There is to be no solicitation by contractors, vendors or realtors by placing literature or business information of any kind on a property owner's Lot, comfort station or Association bulletin boards or any other area on Woodhaven property. Contractors/Vendors/Realtors may advertise for a fee in the Woodhaven Newspaper. Contractors/Vendors are automatically placed on a handout list for property owners; and on Woodhaven's official website. Violations of this policy can result in fines and possible suspension of Contractor/Vendor/Realtor privileges.
  12. Contractors, Vendors, Realtors or their employees listed on any sex offender list or having been convicted of child pornography are prohibited from entering the Associations' property.
  13. Contractors/Vendors/Realtors are prohibited from accessing neighboring lots or Woodhaven's common areas without prior authorization, unless work involves accessing common pedestal or utilities located in easement. The contractor is responsible for obtaining permission to access neighboring property or common areas. The Contractor is responsible for restoring disturbed neighboring properties and/or easement to as was condition.
  14. Penalties, Hearings and Appeal  
Violations of Policy 08-200-0312 by contractor, vendor, or realtor ~~other than tree removal~~ may result in a citation and monetary fines of up to \$500, refer to Article VI of the Association's Rules and Regulations Section B, 1 - 3, C and Section 5, pertaining to applicable fines and penalties; in addition to suspension of work privileges and/or revocation of Registration with the Association license. All Citations are automatically appealed before a Board of Review.
- B. Contractor Requirements
1. A Certificate Registration to Do Business is granted to contractors of various professions on payment of a \$100.00 annual fee which includes: A property access pass for each owner, with a maximum of four passes per business; and a \$10.00 fee for each additional pass required for employees of said business. Copies of a State issued identification card is required prior to issuance of employee passes. Proof of Worker's Compensation is required for all employees and/or when ordering additional passes. All passes are renewed on a yearly basis with the calendar fiscal year being April 1 to March 31.
  2. ~~Contractor shall carry the following insurance coverage and provide Woodhaven with certificates of insurance evidencing policies in force. Contractor agrees to maintain paid up insurance and to give the Association notice of any cancellation. Evidence shall be furnished for the following insurance: any vehicle and/or equipment to be used on property; Workman's Compensation; and a minimum combined coverage of \$500,000 for property damage and general liability.~~
  2. Prior to beginning any work Contractor must provide to the Association Certificates of Insurance showing that Contractor has coverage for itself and its employees, agents and subcontractors. Contractors insurance must provide adequate coverage for any workers compensation obligations (if applicable), equipment and automobile liability. In addition Contractor must provide the Association proof of insurance with the Association listed as a Certificate Holder. Contractor is responsible for maintaining this insurance policy.
    - a. Contractor must secure a general commercial liability insurance policy to cover the damages that become due in case of bodily injury, property damage and personal injury. A certificate of liability insurance must include scope of services under Description of Operations. The coverage available in types of insurance policies mentioned above must be at least:
      - \$500,000 for each occurrence
      - \$1,000,000 for personal and advertising injury
      - \$1,000,000 for general aggregate
    - b. Contractors using utilizing employees other than themselves must secure a workers' compensation insurance policy. The workers' compensation policy must cover all of Contractor's work and performance and provide coverage for all individuals providing services as employees, no matter the form of organization (i.e. LLC, partnership, corporation), in the amounts required by all applicable laws. When using subcontractors it is the Contractor's responsibility to assure his subcontractors has workers' compensation coverage for his/her employees.
    - c. Contractor must secure an automobile liability insurance policy to cover the damages that become due in case of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of any motor vehicle or trailer owned, hired, leased, used on behalf of or borrowed by Contractor.
    - d. Each certificate of insurance must provide that the insurer must give to the Association written notice of cancellation and termination of Contractor's coverage at least 30 days prior.
    - e. Contractor must be bonded for a minimum amount of \$5000 and provide the Property Owner with verification of surety bonding. Contractor must provide the Association with a copy of Surety Bond Certificate.
3. Contractors who own property at Woodhaven must scan in with their Contractor Property Access Pass when providing a service to another property owner at Woodhaven. If currently on property as a property owner; the contractor needs to scan in with their Access Pass at the gate. When work is complete, the contractor needs to scan out on their Access Pass. Misuse of the Access Pass can result in citations and fines.
4. Contractors are prohibited from using Woodhaven dumpsters for disposal of construction debris or packaging.
5. Any person who makes themselves available to do work for hire shall be considered a contractor and is required to obtain a Certificate and register with the Association shall comply with all provisions of this Policy.
6. The Association has the right to deny the issuance of a Certificate registration and/or issuance of a Construction Permit to any company or individual. Property owners who are Contractors and are delinquent with the Association regarding any financial matters will be denied a Property Access Pass for their business.
- C. Usage and Limitations of Contractors Registration Certificates (Vendor/Realtor as applicable)
1. Construction Permits: All contractors performing work at Woodhaven will be responsible for obtaining proper construction permits prior to commencement of construction.
  2. Tree Removal Permit: contractor shall verify that a permit for tree removal has been obtained and is properly posted prior to removing any trees.
  3. Covenants and Restrictions Conformance: Contractors shall comply strictly with all requirements set forth in the C&R including regulating construction and setback requirements, and promptly calling attention to any provisions in bids, specifications, etc. in conflict with the Declaration of Covenants.
  4. Work Standards: All work performed by vendors and contractors shall be done in a workmanlike workmanship like manner and within professional standards. The definition of such to be established from professional associations, current trade practices and area construction codes: The Association recommends the property owner and/or contractor refers to current International Code Council (ICC) standards and practices. The Association has the right to consult with a third party professional to establish confirm industry standards.
  5. Stored Equipment: All Contractors' equipment shall be removed at the end of a working day unless it is being used on a lot permitted for the work. There will be no storage of contractors' equipment within Woodhaven, excluding Woody's storage.
  6. Work Hours
    - a. Hours are 7:00 a.m. to dusk plus 30 minutes for cleanup.
    - b. Planning activities such as contractor/owner conferences, estimating and appraisals are not considered work under this regulation and may be done after hours until 10:30 p.m.
    - c. Emergency repair work will be permitted after hours only upon authorization of the property owner and/or responsible Woodhaven

## PROPOSED CHANGES TO POLICIES & BY-LAWS

- authority.
- d. Contractors entering Woodhaven for planning activities or emergency work after hours are required to submit to Public Safety the locations they are visiting.
- e. Contractors shall be restricted to the above listed locations during the afterhours visit.
- 7. Curfew: Contractor and vendor employees' passes shall be invalid at the termination of daily work hours; the holders of said passes are subject to sanctions of trespass with the exception of C.6a b, c, & d above.
- 8. All dragging, sliding or any other related activity of sheds, rooms, trailers or construction material without tires, will not be allowed on the Association's roads.
- 9. The Board of Directors reserves the right to revoke contractor's privileges upon written notice, when there are 3 complaints within a 12 month period; or, actions by the contractor violate Woodhaven Rules, State, or Federal laws.
- D. Vendor and Realtor Pass Requirements
  - 1. A Vendor or Realtor Property Access Pass is granted to Vendors of various professions and Realtors on payment of a \$10.00 annual fee which includes: A single pass for the Vendor or Realtor; and a \$10.00 fee for each additional pass required. All passes are renewed on a yearly basis with the calendar year being April 1 to March 31.

## SECTION 2 ELECTIONS AND REFERENDUMS

### 02-100-1212 Board Candidate **Campaigning** Requirements

For the purpose of this policy campaigning shall refer to activities pursued by the Candidate which shall include submitting written information for publication, attendance at forums and meeting or other organized events and opportunities. The Candidate is solely responsible for their campaign efforts.

1. Each Candidate must submit an autobiography by the deadline established by the Board, with no more than 200 words, as counted in Microsoft's Word Program. Statements of fact that imply the Candidate has achieved, experienced, and/or is accredited must be supported. Agents authorized by the Board of Directors have the right to verify statements if needed.
2. Each Candidate must submit a position statement by the deadline established by the Board, with no more than 200 words, as counted in Microsoft's Word Program.
3. Flyers will be limited to 1 (one) "8 ½ x 11" poster per candidate per bulletin board. The Association will provide 25 color copies of 8 ½ x 11 poster/flyers at no cost; additional copies will be charged at the current rate.
4. Designated bulletin boards include:
  - a. All comfort stations
  - b. The intersection of Woodhaven Dr. West and Greenbrier
  - c. Blue Gill Lake, corner of Woodhaven Dr East and Millridge Trail
  - d. The Association Office
  - e. The Lakeview/Lakeside Center
  - f. The RecPlex
  - g. The Family Center
5. Do not use store front windows such as the General Store, the restaurant, concession stands, Service Center or any other business.
6. Do not use walls or posts at the pools, pavilion, restrooms, or any other building.
7. Items to be handed out by the Candidate should be no larger than a 3"x 5" index card and cannot be left on vehicles.
8. Printed material:
  - a. Must be stated or translated in English
  - b. Must be submitted to the Association Office, either in hard copy format or electronically.
  - c. Must be authorized by the Election Chair prior to posting or distribution.

~~The Association will provide 25 color copies of 8 ½ x 11 poster/flyers at no cost; additional copies will be charged \$.15/copy.~~

9. Candidates are not to use Woodhaven's social media accounts for the purpose of campaigning.
10. Door-to-Door campaigning and/or approaching customers in or

around Woodhaven facilities are prohibited except for authorized functions and events.

### 02-120-0699 Ballot Recipients

The following guidelines will be used when determining who will be mailed a ballot in accordance with the Declaration of Covenants (Amended) and Bylaws, of the Woodhaven Association.

1. Elections
  - A. Ballots will be sent to:
    - a. Members in good standing with the Association.
    - b. Members who are in the process of protesting the issuance of a citation, and who are otherwise in good standing with the Association.
    - c. Entities (other than the Association) holding fee simple title to a Campsite in good standing with the Association.
  - B. Ballots will not be sent or issued to:
    - a. Members and entities owing full or partial assessment or charges incurred as a result of fines, fees, penalties, repairs or other charges from the Association or its subsidiaries.
    - b. the Association
2. Referendums and Amendments to the Declaration of Covenants.
  - A. Ballots will be mailed to:
    - a. Members In good standing
    - b. Entities holding fee simple title to a Campsite
  - B. Ballots will be issued to the Association. Campsites owned by the Association will be voted on by the Board of Directors.
  - C. Ballots will not be issued to:
 

Members and entities owing full or partial assessment or charges incurred as a result of fines, fees, penalties, repairs or other charges from the Association or its subsidiaries.

### 02-130-0512 Ballot and Election Counting Procedures

1. Procedures for verifying status of Voting Member prior to mailing ballots:
  - A. One week prior to mailing ballots, labels will be generated.
  - B. On the Friday before posting ballot envelopes the Collection Manager , Collection Clerk, or Accounts Payable Clerk will:
    - a. print a Trial Balance for all accounts with a balance greater than the sum equal to the remaining assessment installments.
    - b. cross reference names on trial balance with voting Member label list
    - c. mark the labels of those names identified on the trial balance as having a delinquent balance with the Association.
  - C. On the following Monday, attach the eligible Member labels to ballot envelopes, omitting those marked as having a balance owing.
  - D. When all eligible ballot envelopes have been posted, administrative staff will transport envelopes to the Sublette Post Office prior to 4:00 p.m.
  - E. Ballot envelopes will be prepared and posted or handed to Members who make payment to the Association up to 11:00 a.m. the day before ballot counting is scheduled.
  - F. On the Friday prior to ballot counting, run a current trial balance.
2. Election Counting Procedures:
  - A. Verify section/lot and/or name; if just name or section lot, check ~~Navision~~ current data system for section & lot or name.
  - B. Place in appropriate basket ( i.e., unidentifiable, no postmark, unofficial document used, or defaced).
  - C. Put in lot order (if duplicated sec/lot with names verify recent sale; notify Election Committee ballot(s) will be placed in invalid box).
  - D. Remove envelopes of Members whose names appear on the trial balance as having a delinquent account, place in assessments owing box.
  - E. Open outside envelope; if more than one "BALLOT" envelope verify owner's status and/or if double lot.
    - Bundle envelopes with rubber bands, place in basket.
  - F. Open "BALLOT" envelopes; keep ballots together and place in section box.
    - If more than one ballot is in the "BALLOT" envelope leave in and place in invalid box.
    - Verify ballots, and return to basket.
    - Ballot ovals that are not completely filled in are to be filled or a new ballot made in the presence of E.C. members. (We will verify with electioneer if machine will read partial marks in the oval.)



- Ballots where the name is circled will be transferred onto a clean ballot in the presence of the E.C. member Identify both ballots for matching, example: original ballot mark section, i.e. 1a; mark redo ballot with 1a. For each redo ballot in that section continue with small case letter, example: 1b/1b; 1c/1c
  - Ballots that are torn or otherwise will not feed through the machine will be transferred onto a clean ballot in the presence of the EC members. (see instructions above)
  - Ballot ovals filled in with red, must be redone in black or blue in the presence of the E.C. members.
- G. Hand to electioneer for tabulation.
- If the meter tabulates an over vote, the section will be searched manually to find the ballot(s) with more than 4 votes; this/these will be pulled and the section will be re-counted.
- H. Bring tabulation tape to teller.
- I. Clip ballots; place in file then store in file box.
- J. Complete election record sheet.
- K. Have E.C. members initial.
- L. Place ballots and tally sheet in box; store in basement.
- M. Prepare Secretary's Election Report for Annual Meeting.

#### **~~02-140-0514 Determining Remaining Term in an Election~~**

~~When a Board seat is vacated and the remaining years of a four year term need to be filled at the next regularly scheduled election, the candidate with the next highest vote after those who fill expired seats will be elected to fill the remaining term of the vacated seat.~~

### **WOODHAVEN ASSOCIATION BY-LAWS**

#### **Article VI**

#### **ELECTION OF DIRECTORS BY THE MEMBERS**

Section 1. Directors will be elected by the Members every 24 months (even-numbered years) for a four (4) year term. Either three (3) or four (4) Directors will be elected every 24 months.

Section 2. A special election by the Members will be held in the event an elected candidate resigns or is found to be ineligible as a Board member within 90 days of having been elected. The special election will be held no later than the last Saturday in May of the following year. The Board of Directors may suspend part or all of the Election Counting Procedures found in Policy 02-130-0512 by adopting a resolution outlining a valid procedure, which protects the interest of the membership at large.

~~Section 3. When a Board seat is vacated and the remaining years of a four year term need to be filled at the next regularly scheduled election, the candidate with the next highest vote after those who fill expired seats will be elected to fill the remaining term of the vacated seat.~~

In situations where the remaining two years of a four year term is to be filled in an election by the Members, the Candidate with the next highest votes after those who fill expired 4 year terms, will be elected to fill the two year term.

~~Section 2 4.~~ In the election of Directors, each Member shall be entitled to as many votes as shall equal the number of votes which he/she is entitled to cast on any matter, multiplied by the number of Directors to be elected, but no more than one (1) vote for any one candidate.

~~Section 3 5.~~ The Election Committee, consisting of the Secretary, the President, and a representative of each candidate, shall be empowered to rule on details governing electioneering not otherwise included in the By-Laws or Board policy. The Secretary shall serve as Committee Chairman unless he/she is a candidate in which case the President will serve as Committee chairman; in the event both Officers are candidates, the Board would appoint another Board Member to fill the post. If the Secretary and/or the President are also candidates, they may not be allowed further representation on the Committee.

*The Election Committee will be chaired by the Board Secretary, if he/she is a Candidate then the President will serve as chair; or, if both officers are Candidates, another Board Member is selected by the Board of Directors. A Co-Chair will be elected from the Election Committee to share in the responsibilities of the election process.*

*The Election Committee is to consist of the Board Secretary, President, and*

*Candidates, plus a representative from each of the Standing Committees (who is not a current candidate). The Standing Committee Chair, if not a Candidate or appointed by the Board to act as the Election Committee Chair, is not eligible for the Election Committee, but they are responsible for appointing a member of their Committee to serve.*

*A majority vote of the Board may overrule any policy decision made by the Election Committee.*

~~Section 4-6.~~ In accordance with the approved election schedule, any Owner who meets the criteria stated in Article VII Section 4 of these By-Laws may file with the Secretary of the Association a statement of his or her candidacy for election as a Director of the Association for the term beginning immediately following the termination of the terms of the Directors terminating subsequent to the filing of such statement. The Secretary or Election Chair of the Association shall give notice of such candidates and a biographical statement and position statement of each candidate that is to be included with the mailing of the ballot.

~~Section 5 7.~~ All elections to the Board shall be conducted using a mailed ballot distributed by the Association which shall:

- a. Describe the vacancy to be filled, and
- b. Set forth the names of those persons who have become candidates for the office of Director in the order determined by a lottery at a meeting of the Election Committee, and
- c. Where there is more than one Owner of a Campsite, ballots shall be prepared by the Association and mailed to the Member whose name first appears on the Membership Papers or as otherwise designated.
- d. In the event a Candidate withdraws from the election process after the ballots have been printed but prior to posting, a notice of such change will accompany the ballot to be mailed out.
- e. In the event a Candidate withdraws from the election process after the ballots have been mailed but before the ballot receipt deadline, a notice will be mailed to the Members, and posted on Woodhaven Association's official website.

~~Section 6 8.~~ Members entitled to vote shall receive one (1) ballot for each Campsite for which he or she is a Member.

~~Section 7 9.~~ Proxy votes for the purpose of election of Directors by secret mailed ballot are prohibited.

~~Section 8 10.~~ The completed ballots shall be returned as follows:

- a. Each ballot shall be placed in a sealed envelope marked "Ballot".
- b. Each such "Ballot" envelope shall contain only one (1) ballot, and each Member shall be advised that because of the verification procedures, the inclusion of more than one (1) in any one "Ballot" envelope shall disqualify the return.
- c. Such "Ballot" envelope shall be placed in another sealed envelope which shall bear on its face the name of the Member, his or her Campsite number, and such other information as the Board may determine will serve to establish his right to cast the vote or votes presented in the ballot or ballots contained therein.
- d. The ballots shall be returned to the Election Chair of the Association at such address as the Board may from time to time determine, no later than the date set by the Board.

~~Section 9 11.~~ The Board of Directors delegates to Association Administrators, and/or an election tabulation company, and/or others, who from time to time the Board so designates, to serve as "Teller(s)" of the election. A Teller shall be charged with the responsibility of implementing a method of validating and counting ballots, and recording results of the election. The Secretary or Election Chair of the Association shall certify and announce the results of the election at the Annual Meeting and submit the same to the Board of Directors at its next regular meeting for approval.

~~Section 10 12.~~ Upon receipt of each Returned ballots, the Election Chair shall immediately ~~be~~ placed it in a safe or other locked ~~secured~~ place until the day fixed ~~set~~ by the Board for counting of such ballots. Unopened ballot envelopes shall be transported by an Association Administrator and no less than three (3) representatives from the Election Committee, from the designated safe location to the designated location for tabulating the ballots. Of the 3 representatives, at least two must be Candidates. "Ballot" envelope shall be

## PROPOSED CHANGES TO POLICIES & BY-LAWS

turned over, unopened, to a Teller consisting of the Election Chair the then existing Board, and a representative of each candidate for the office of Director. The Teller shall then implement a procedure which shall establish that such Member is an Owner in good standing.

Section 13. In the event two Candidates receive the same number of votes for one remaining seat, either to fill a vacancy or an expired seat on the Board, the winner will be decided with a flip of a quarter. The Election Chair shall write a number on paper and submit to the Executive Director before having both Candidates pick a number. The Candidate choosing the number closest to the Chair's number will determine who will have first choice at calling heads or tails; but in the event of a tie, then the individual who was closest without going over will have first choice at calling heads or tails. The Chair shall then flip the quarter allowing it to fall on a flat surface. The Candidate whose side is facing up shall be the elected winner of the remaining expired seat.

Section 14. Election Committee members questioning the validity of an election or the procedure in tabulating the vote, should make a motion to recount the votes within 30 minutes of the Election Chair announcing to the election committee the final tally. This motion requires a second and a simple majority.

Section 11 15. All outside envelopes, ballots and statements of candidacy shall be retained by the Secretary for a period of two (2) years.

### Article VII

#### THE BOARD OF DIRECTORS

#### Section 4. Qualifications of Directors and Candidates

- a. A Director shall be an Owner in good standing, at least twenty-one (21) years of age. An Owner in good standing is an Owner current in the payment of assessments and not in violation of any provision of the Declaration of Covenants, By-Laws, or Rules and Regulations of the Association; or of resolutions as adopted by the Board of Directors.
- b. If there are multiple Owners of a single campsite, only one of the multiple Owners shall be eligible to serve as a Member of the Board at any one time.
- c. No Owner can be a candidate for a Director if their Campsite is their primary and principal residence.
- d. Every candidate for the Board of Directors shall, prior to receiving a petition of nomination for candidacy and prior to taking a position as a Member of the Board, sign an oath attesting to the qualifications as set forth herein. Further, every Board Member shall annually reaffirm this oath as a condition to remain on the Board. All candidates to the Board and all Members of the Board shall sign a disclosure statement indicating any potential conflict of interest or any fact or potential act which may directly or indirectly affect the Association or any of its subsidiaries or ventures.
- e. Any candidate or Board Member failing to meet any of the qualifications for Candidacy or Board membership contained in this Section may, upon the vote of two-thirds (2/3) vote of the Board, be disqualified from Candidacy or be removed from the Board. Any such Candidate or Board member shall be given written notice of his or her failure to meet any qualification or qualifications within this Section and be afforded an opportunity to so qualify and/or an opportunity to address the Board as to the sufficiency of his or her qualifications for Candidacy or Directorship prior to any Board decision as to disqualification or removal.

Section 7. Vacancies. If there is a vacancy on the Board, of a Director having held his/her seat for more than 90 days, the remaining members of the Board may fill the vacancy by a two-thirds vote of the remaining Board Members until the next scheduled election or until members holding 20% of the votes of the Association request a meeting of the Members to fill the vacancy for the balance of the term.



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CABIN FEVER	FEBRUARY 8
ASSESSMENT DUE DATES	MAR. 31, MAY 31, JULY 31
EGG CELEBRATION	APRIL 4
SPRING FLING	APRIL 25-26
MEMORIAL DAY WEEKEND	MAY 23-25
BIKE RODEO	JUNE 14
INDEPENDENCE DAY WEEKEND	JULY 4-5
5K/3K	JULY 4
TIE DYE PARTY	JULY 12
ANNUAL GOLF OUTING	JULY 18
GROSS OUT GAMES	JULY 19
ANYTHING THAT FLOATS RACE	JULY 25
ROAD RALLY	JULY 26
MAIN EVENT WEEKEND	AUGUST 1-2
WATER OLYMPICS	AUGUST 9
ANNUAL MEMBERSHIP MEETING	AUGUST 23
LABOR DAY WEEKEND	SEPTEMBER 5-6
FALL FEST WEEKEND	OCTOBER 10-11
KIDS HALLOWEEN PARTY	OCTOBER 24
BOOHAVEN 5K	OCTOBER 25
THANKSGIVING EVENTS	NOVEMBER 14
NORTH POLE EXPRESS	NOV. 27-DEC. 15

2020  
at a glance



# RECREATION & ACTIVITIES

## Cabin Fever Festival

SATURDAY, FEBRUARY 8

Brrr... By this time of year it will be plenty cold, and you will have been cooped up inside way too long...it's time to shake a leg! Make plans to venture out to Woodhaven for the perfect opportunity to rid you of the winter blues.

Bundle up and head out to welcome the winter season with open arms. Cabin Fever brings a wide variety of activities for you to choose from. As always, we will look to good old Mother Nature for cooperation. Even if she doesn't cooperate, we will adapt our activities for whatever she throws our way.

For the fishing enthusiast, we will hold our Annual Ice Fishing Tournament on Saturday, February 8th (weather and ice permitting). Breathe the winter air during our Annual Winter Poker Walk. The Rec Plex will be our "home base" during this day of winter fun. Register for events, pick up flyers, prize BINGO, and more will be held here. We will also have the Creation Station open for crafts, as well as the Q for a friendly game of pool, air hockey, or a video game.

All outdoor activities will be held SNOW OR NO SNOW! We will keep the fun rolling all day, but remember to dress for the weather, whatever it may bring! Don't worry; there won't even be time to think about feeling cold when you're having fun at Woodhaven! Shake out that Cabin Fever and settle at Woodhaven for a day of fun in the snow! As we get closer to the date, visit our Facebook Page or the Woodhaven website at [www.woodhavenassociation.com](http://www.woodhavenassociation.com) for a complete listing of events and schedule updates. We also recommend signing up for the Woodhaven email updates, which can be done by visiting the Woodhaven website. This will give you access to the most up-to-date information available.

Please remember that the activities listed below are subject to change depending on scheduling and the weather conditions that weekend. Some activities may be substituted for others as necessary.

### TENTATIVE SCHEDULE OF EVENTS

More programs added as we get closer to the date; programs listed are the basic Cabin Fever Programs. (This schedule is subject to change)

### Cabin Fever!

*schedule subject to change*

SATURDAY, FEBRUARY 8

Ice Fishing Tournament	8 a.m.-3 p.m.	All Lakes
Great Woodhaven Bake Off	10 a.m.-12 p.m.	Multi-Purpose Room - Rec Plex
Winter Poker Walk	10 a.m.-3 p.m.	Multi-Purpose Room/Trails
Sledding Hill Fun	All Day	Sportscore Field behind Rec Plex
Snowmobile Events	TBA	Rec Plex/Trails
Crafts	10 a.m.-1 p.m.	Creation Station - Rec Plex
Painting Party (\$)	TBA	Creation Station - Rec Plex
Prize BINGO	4 p.m.	Multi-Purpose Room - Rec Plex
Indoor Bean Bag Tournament	TBA	Multi-Purpose Room - Rec Plex

### ANNUAL POKER WALK

The Poker Walk is back again! Enjoy this ½ hour long hike and take in some of the breathtaking scenery. The Poker Walk will be held on Saturday, February 8. The path will leave from the Rec Plex. The Poker Walk will take place from 10 a.m.-3 p.m. The object of the Poker Walk is to pick up cards from five different locations along the trail. Upon returning to the Rec Plex, your cards will be tallied to reveal a secret score. Each card in each suit will be worth different points at each location. This is literally the luck of the draw. Winners will be announced during BINGO on Saturday. Please note the hike will last approximately 30-45 minutes, so dress appropriately!

### PRIZE BINGO

Join in the fun and play BINGO for a chance to win prizes! We will play approximately 10 games, with an adult and youth winning each game! Make plans to spend a couple hours with us at the Rec Plex!

### ICE FISHING TOURNAMENT (WEATHER DEPENDENT)

The annual Woodhaven Ice Fishing Tournament will be held on Saturday, also. Registration will take place from 8-11 a.m. at the Rec Plex. There is a \$4 entry fee. The tournament will run from 8 a.m. -3 p.m. Fishing will be open to all lakes. Minnows are strictly prohibited!

The tournament officially ends at 3 p.m. All fish must be checked in and measured no later than 3:15 p.m.

Winners and prizes will be categorized as follows:

First Place: Largest Bass over 14 inches

Second Place: Largest Channel Catfish

Third Place: Largest bluegill, crappie, or sunfish

Fourth Place: Largest trout caught

Please see tournament rules and regulations at registration for more information. There will only be one division. Please remember, you can only win in one place category.

### GREAT WOODHAVEN BAKE OFF

If you are familiar with BBC's Great British Bake Off, you will know that contestants have to make their version of a special treat. We will be doing our version of this for our Cabin Fever Festival! Those interested in participating will plan to enter a category and bring their entry with them to be judged in the Multi-Purpose Room of the Rec Plex. Fun prizes will be awarded to the category winners!

Participants can enter baked goods in the following categories:

Chocolate Chip Cookies (Provide 2 dozen)

Brownies (Provide 2 dozen)

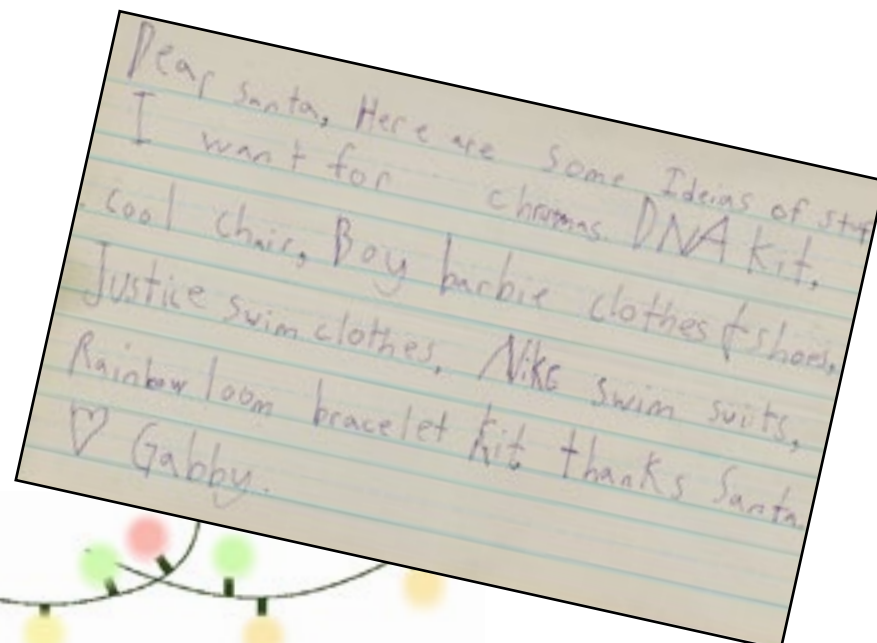
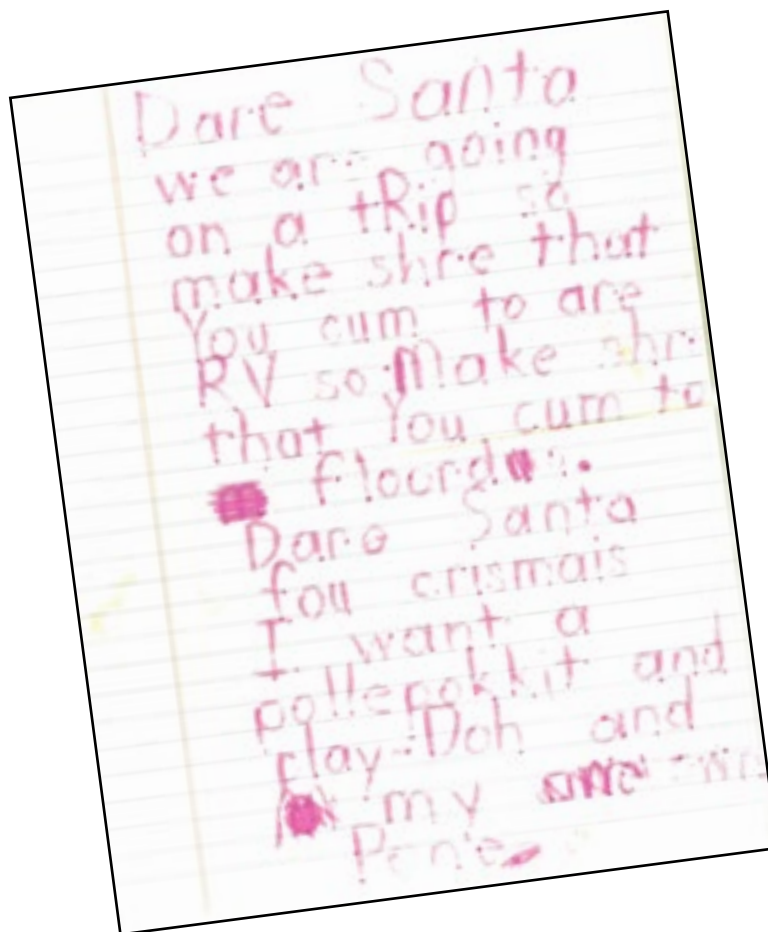
Sugar Cookies (Provide 2 dozen)

Ready, Set, Bake!

### PAINTING PARTY

Just like last year, we will be offering a painting party opportunity at Cabin Fever this year! Lucy from Painting Parties and Crafts with Lucy will bring her very popular Painting program to the Creation Station. The skill level of this project is geared more towards teens and adults, but you will leave this program with a completed work of art to hang at your house and some new painting techniques as well! Registration will be online at [lrschmidt99.wixsite.com/lucypaintings](http://lrschmidt99.wixsite.com/lucypaintings)

*\*more info on the painting and time of the party will be released soon\**





My

HOLIDAY

Wish List:

Something knocking your stockings off?

Write it down!

I would like, A dog, beyblade

clash set, Tech Deck

Transforming sk8 container

pro, 2 Tech Peck

skateboards.

Because I was good

this year. I play piano

I'm a black belt in karate, I go

to Polish school, I

eat all A's and 2 B's

Dear Santa,

my name is Josh Lux. I am 7 years old. I live with my mom, dad, and sister Jessica. She is 10 years old and wants to make up. I live in Kissimmee, FL but in the summer I camp in Woodhaven. I tried to be a volunteer this year. I would like a lap desk like Jessica, Hot wheels and, hot wheels track that goes in a loop, and Paw Patrol toys. I also would like Science experiments, Plant seeds, and a remote control boat. DVD's, Do Man Books and Nintendo Switch, and instruments.

hello my name is Josh Lux

Sincerely, Josh Lux

my name is Josh Lux

Ho Ho Merry Christmas

Dear Santa, Sunday

My Name is Christopher, age 7 1/2 and I am in 2nd grade. I am doing ok in school - only get into trouble now and then. I like to talk alot, and thank for me to sit still. Trying to learn not to interrupt, and relax more.

My Christmas list is:

- A 4-wheeler
- Hot gun
- Red Hoverboard
- Legs Set with a motor
- Fidget Spinner

Last, but not least, a GIANT GIFT...

\*: We will leave milk and cookies for you Christmas Eve, and apples and carrots for your reindeer. (aww)

like we enjoy watching DVD Paw Patrol. Oh yes we're Cubo fans so any clothing with CUBS would be appreciate

we'll have cookies waiting for you on Christmas Eve waiting for you and Baby Jesus

Send to our mother

Becky Nielsen  
900 Crestline Dr.  
Normal, IL 61761

I thank you Merry Christmas

Luther Otto Surgeon

Hi Santa we are 3 brothers living in Normal IL. We enjoy sports Basketball & baseball we are 6 yrs, 4 yrs, and 2 yrs old we have another brother on the way next yrs our names Luther 6 yrs old, Surgen 2 we like playing Baseball, Basket Ball, swimming our youngest brother 2 likes anything to do with farming we also like to play soccer + he 300 and museum anything you think boys are age would

I hope we have snow before Christmas!

Sincerely,

Christopher Rodriguez  
14th Sunflower  
DeKalb, IL 60015

P.S. - my grandma wrote this letter to you for me, as my penmanship is not the best.



welcome new property owners - november

“Welcome” new Woodhaven Property Owners and families. Please stop at the Association Office and pick up your new Membership packet.

Sec/Lot	Name	City	State
2/225	Todd & Nancy Chittenden	Crete	IL
5/6	Arthur & Christine Como	Rock Falls	IL
5/236	Joseph Gonzalez & Rose Weyers	Chicago	IL
6/41-42	Lisette Serrano	Forest Park	IL
7/27	Branden Parnell	Middletown	IN
9/146	Bonnie Lowry	Dixon	IL
10/202	Irene Romero	Plainfield	IL
10/231	Paula Perczynski & Susan Demien	Fenton	MO
20/17	Carlos Contreras	Monee	IL
21/227	Dean Zuberbier	Kingston	IL
23/120	Pedro Quintana	Chicago	IL
23/155	Kevin Kuntz	Ottawa	IL
24/213	Miguel Cruz & Imelda Saldivar	Oak Lawn	IL
26/9	Branden Parnell	Middletown	IN
28/7	Debra Rodriquez-Torralba	Worth	IL
29/15	Ronald Thomas	Lisle	IL
29/248	Manuel Ruiz	Chicago	IL

section representatives & alternates

SECTION	REPRESENTATIVE	ALTERNATE
Section 1	Jim McGrady 1/103	Michael Mika 1/100
Section 2	Pat Sirbas 2/279	Jane Elliott 2/216
Section 3	Maria Dellegrazio 3/68	Judy Gonzalez 3/91
Section 4	Marian Schuetz 4/69	Gregg Swanstrom 4/183
Section 5	Harry Koeppel 5/46-47	Marcia Kosowski 5/229
Section 6	Michael Flanigan 6/6	Pat Winters 6/143
Section 7	Karen Larson 7/194	Lee Patterson 7/6
Section 8	Linda Smith 8/31	Mary Muir 8/30
Section 9	Jack Meyers 9/88-89	
Section 10	Bob Palatine 10/284	Tony Lona 10/219
Section 11	Dawn Anama 11/202	Kelli Fox 11/236
Section 12	Jeraldine Elliot 12/36	
Section 13		
Section 14	John Thanos 14/64	Tony Dorsch 14/54
Section 15	Nancy Jackson 15/104	Elaine Ayers 15/61
Section 16	Ernest Mitchell 16/79-80	Richard Ziegenfuss 16/132
Section 17		
Section 18	Rosemary Colness 18/18	Joanne Lencki 18/95
Section 19		Karmi Temple 19/29
Section 20	Diane Connelly 20/32	Jeff Jackson 20/61
Section 21	Todd Moffett 21/86&174	
Section 22	Kathy Brush 22/153	
Section 23	Marilyn Kriss 23/47	Rita Olsen 23/48
Section 24	Laurie Picha 24/9	Marisa Chavez 24/77
Section 25	Diana Strong 25/25	
Section 26	Ed Reedy 26/135	Angel Flores
Section 27	Christopher Cordero 27/72	Charlene Hill 27/114
Section 28		
Section 29	Christine Pontrelli 29/153	Patrice Riemann 29/95

classifieds

**21/250** Large, wooded campsite near Beach. 2005 Quailridge, 2 bedroom park model, with LP pig, concrete patio, central AC, shed, and driveway. Plenty of room for addition and deck. \$30k firm. Call/text Kelly 815-558-7617 (3)

**11/299** Bass Lake 42' water frontage near entrance and Bluegill Lake. Includes luxury 2000 Trophy park model. New roof, seawall, satellite TV, large driveway, and patio. Plenty of room for addition or deck. \$60k firm. Call/text Kelly 815-558-7617 (3)

registered sex offender list

William Sloss-Sec. 7, Lot. 31 Robert Hipshur-Sec. 21, Lot. 33  
William Dubois-Sec. 17, Lot. 122-123 Robert Lauesen-Sec. 21, Lot. 45



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esac citations - november

Sec/Lot	Violation
2/132	No permit for RV; expired license on RV; building materials
3/9	Shed door not closing; building materials
3/10	Patio 3' from 9/10 line; open area on side of shed door
3/54	Exposed wire to outlet; patio not complete; building materials
5/130	Exposed wires into room and to light on room
5/229	Rotten wood on shed; exposed wires; building materials
5/244	Rotten wood on shed; inappropriately stored items
5/316	Exposed wires under overhead and on deck; tape on RV tip-out
6/27	Open around patio door; tape on room window; tape on light
6/78	Rotten wood on room; hole in siding; rotten wood on shed
6/88	Exposed wire from meter to outlet
6/102	Loose shingles on shed; open above shed door; rotten wood step
7/177	Rotten wood on patio; exposed wood on shed; exposed outlet
8/35	Damaged shingles on shed roof; shed door not closing
8/36	No cap on RV port or sewer inlet; RV seams open; shed condition
8/62	Hole in flex line; rotten wood on patio; building materials
9/36	RV seams open; interior of RV removed; building materials
9/206	Shed door not closing; holes in room siding
10/72	Shed roof deteriorated; rotten wood on shed; shed door
10/85	RV awning damaged; building materials
11/73	Shed roof deteriorated; open above shed door; rotten wood
11/310	RV service door not secure; tape securing RV light
12/46	Plastic on RV window; building materials
13/126	Damaged and mismatched roofing on overhead
14/52	Holes and rotten wood on shed; shed roof deteriorated
16/106	Permit for RV expired; needs survey
16/190	RV cord buried; holes in flex line; building materials
17/51	Rotten wood on shed; gutter deteriorated; building materials
18/28	Broken window on RV; RV seam open; patch on shed roof
18/60	Conduit loose at meter; interior switch on post; RV skirting
18/111	Holes in shed; rotten/exposed wood on shed soffit
19/4	Wall brackets attached to shed floor/base
21/78	Wood covering room window
21/229	Hole in flex line
21/270	Exposed wire on deck; loose boards on shed; skirting damaged
21/271	Fire pit blocks not properly set
23/92	Rotten wood on shed; broken window on RV; tape on RV
23/98	Rotten wood on shed; exposed wire at meter
24/176	No permit for portable overhead
24/177	Open area above shed door; RV awning on wood pile
27/33	Wood pile, hammock and blocks in out lot
29/62	Debris from shed demo on lot

Woodhaven’s Honor Roll  
of Veterans

We are seeking the names of Woodhaven Property Owners and their immediate family who are US veterans or active duty. If you have submitted your information in past years, please resubmit it, as we are making sure our list is updated. The Association would be honored to post these names in the **Woodhaven News** as well as on the Association Office, Laundromat, & Woody’s General Store/Restaurant’s TV monitors. You can fill out the form and return it to the Association Office, online [here](#) or you can send us a message through Facebook. We will continue to accept submissions, and will publish the list again next year.

Thank you for your time and thank you for your service to our country!

Woodhaven’s Honor Roll of Veterans

Name: \_\_\_\_\_

Section: \_\_\_\_\_ Lot: \_\_\_\_\_

Branch of Military: \_\_\_\_\_

Years Served: \_\_\_\_\_ Wars Served or Peacetime: \_\_\_\_\_

Additional Information: \_\_\_\_\_

public safety citations - november

Sec/Lot	Owner/Guest	Offense
15/46	Owner	Overnight occupancy without a scanned in pass
15/46	Owner	Overnight occupancy without a scanned in pass

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## resource news



jerry corcoran | resource manager

Where did the season go! I hope you enjoyed the past season as much as you had hoped and are looking forward to the New Year.

Looking back over the year, the lakes maintained well through the season, despite the above normal precipitation. Through ongoing harvesting and aquatic herbicide applications, aquatic weeds and algae were kept in check. Thank you to all who reported and sent in pictures of their catches documenting many quality fish being caught throughout the season. Staff was able to pour concrete boat launch pads on Bass and Woodhaven Lakes that will help anglers when launching and retrieving their watercraft. The lake access area in section 3 had some much needed improvements during the season with a new fishing pier to be installed early next season.



Woodhaven Lake boat launch on the morning of November 12.

Looking ahead, plans are being made to conduct dredging to remove accumulated sediment in Pine, Hidden and Bluegill lakes in the spring of 2021. There is approximately 10,000 cubic yards of material to be removed from these three water bodies. Removing the accumulated material will reduce the amount of nutrients and re-establish lost depths. Prior to this project, the dredge spoils basin in section 5 will be cleaned out to make room for the material to be pumped from these lakes. This phase of the planned dredge project will need to take place during the drier part of the coming season generally seen in late July and August. We all hope to see a 'normal' season in terms of weather for 2020.



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We will be considering some possible changes to the size and catch limits on Bass Lake based on our most recent electrofishing survey. The results of the survey are indicating a decline in the quality of largemouth bass. To remedy this situation, it is being recommended to temporarily implement harvesting of largemouth bass under 12 inches and "catch and release" of fish over this length. In reducing the number of bass less than 12 inches, there will be more forage for the remaining population thus promoting improved growth rates. In addition, the numbers of bluegill collected in the survey were below recommended numbers. To improve bluegill size structure, recommendations are to implement catch limits on the bluegill population. Catch limits being recommended are to reduce the limit to 10 fish per day or 25 per day with only 5 fish over 8 inches. To reiterate, at this point, these recommended changes would be only on Bass Lake for the purpose of improving the quality of fish overall. We will also be looking at fish populations on Woodhaven Lake to determine the need for changes there.

On another note relating to the fish population, I have been investigating means and methods for reducing the common carp population in Bass and Black Oak lakes. Each spring we see the carp thrashing in the shallows as they go through their spawning rituals. As indicated from electrofishing surveys over the years, the common carp population has not overtaken the lake but any carp can have a detrimental effect on existing fish populations. The indicator of this is that samples have been made up only of large carp. This indicates that the other fish species i.e. bass, bluegill, crappie are reducing the young carp early on in their life stage where those that survive grow large.

I hope to see some of you out on the ice this winter participating in some hard water fishing! As a reminder, the bait machine will be in operation for your convenience through the winter.

Wishing you all the best for the upcoming Holidays!



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2019 Catch Limits

Largemouth Bass	14" Minimum Length Limit 1 Fish Daily Limit per Lake
Muskellunge (Musky)	Catch & Release ONLY
Walleye	2 Fish Daily Limit 16" Minimum Length Limit
Channel Catfish	4 per Day
Crappie	15 per Day
Trout	3 per Day
Bluegill & Redear Sunfish	No Limits
Bullhead	No Limits
Common Carp	No Limits (Do not release to water)
Grass Carp	RETURN TO LAKE!

\*Notes:  
- A minimum length limit indicates that fish taken and not returned to the lake are required to be equal to or larger than the stated length. All fish less than the stated length shall be returned to the water being fished.  
- A daily limit will pertain to the lake being fished. Anglers will not be allowed to have in possession more than the state limit on any given lake.

NO MINNOWS ALLOWED AS BAIT



Alyssa Rod, Nature Center Coordinator

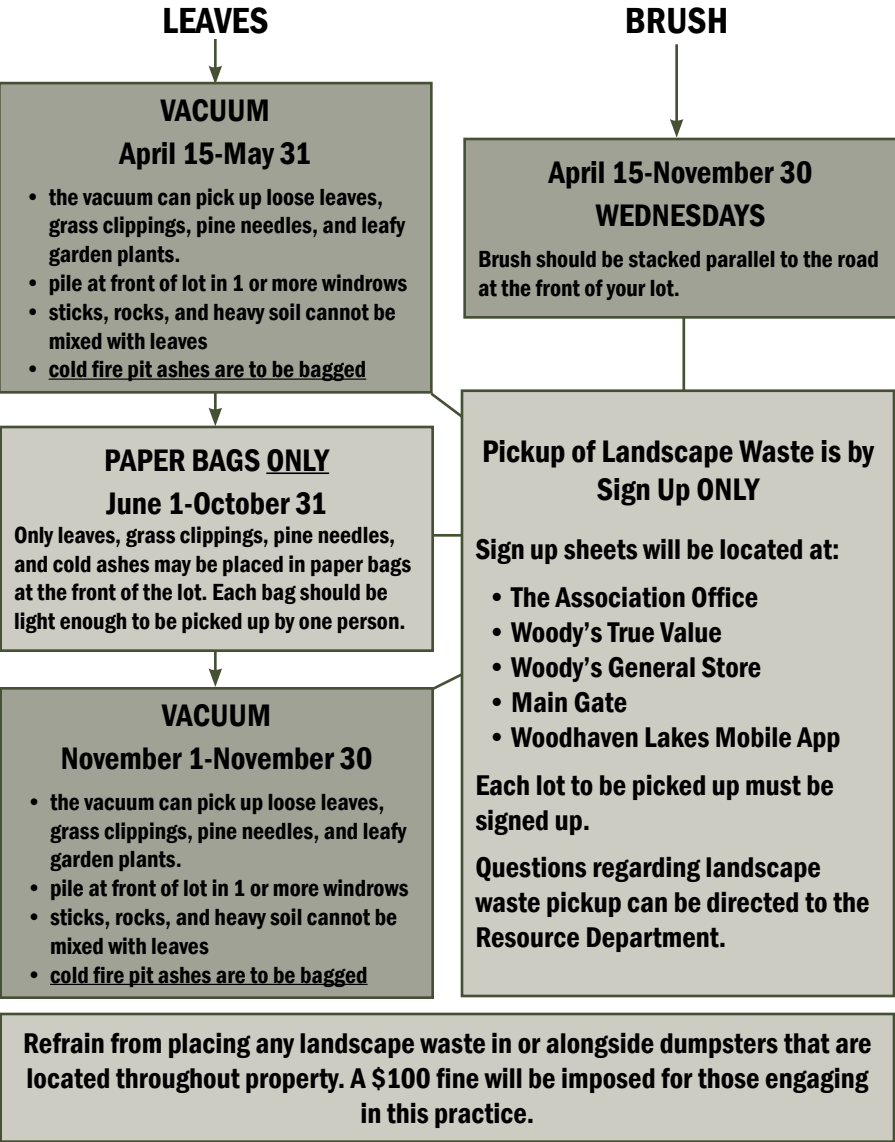
Welcome 2020 with a walk in the outdoors! After all of the hustle and bustle of the holidays, many of us need a break and a great way to take a break is time in nature. Nature and the outdoors can help relax and rejuvenate the body, mind, and soul! I know I'll be spending most of January 1st counting birds during the Christmas Bird Count, including a little hiking no matter what the weather.

Much of my "nature-time" revolves around birds and bird watching, as evident when looking at my free time activities. For me, birds are beautiful, unique, and interesting to watch. They can be amazing flyers, have vibrant colors, and be a challenge to find sometimes, but it's the challenge that keeps me motivated! Birds can be found all around the world and on every continent. There are currently 10,508 types/species of birds around the world being viewed by millions of bird watchers daily. Birds are an important indicator to the changes in our natural environment. Remember the "canary in the coal mine?" Today researchers are using birds to indicate where changes are taking place and what those changes are, but they need help with collecting the data. This is where we all come in...anyone can become a citizen scientist by helping collect data about nature. There are a number of programs from FrogWatch to Project BudBurst, and Monarch Migration to numerous Bird Counts; all collect information that scientists, researchers, college students, and more can use on various projects around the world. The National Audubon Society's annual Christmas Bird Count (CBC) takes place every year from December 14 to January 5. This year is the 120th CBC count. Last year, 79,425 observers counted over 48 million birds representing more than 2,600 different species throughout North America – more than one-quarter of the world's known birds. Anyone can help out with the counts or check out the findings from the count at [www.christmasbirdcount.org](http://www.christmasbirdcount.org). While this count is finishing up for the year, Audubon has another count coming up in February: the Great Backyard Bird Count! It's free and only requires 15 minutes (or more) on one or more days during the four-day event and entering your data online at [www.birdcount.org](http://www.birdcount.org). This count is held Friday, February 14 through Monday, February 17, 2020. Stop by the Nature Center to talk about birds anytime with me!

Stop by the Nature Center during Cabin Fever on Saturday, February 8th to join us for some winter nature-fun! We will be open 10am-3pm. The day will be filled with crafts, activities, winter puzzles, and more. Further details will be listed in the Cabin Fever Leisure Times.



LANDSCAPE WASTE LOT-to-LOT PICKUP PROCEDURE



## ESAC Corner

*Sue McGraw, ESAC Administrator*

While it may seem early to be thinking about changes you might be making to your property in the coming year, it is never too early to review some of the questions you may have regarding construction projects on your property. The following are some questions and answers we hope will be helpful with your future construction plans.

### When do I need a permit?

Any additions, changes to or relocation of existing improvements requires a permit. When in doubt, contact ESAC. Our office can assist you with the correct permit for your construction. One of ESAC's responsibilities is to be certain improvements to your lot comply with the Rules and Regulations. If you are relocating a structure or "refreshing" or adding gravel to an existing patio, driveway or walkway, ESAC needs to be certain the setback requirements are still met and the gravel area didn't increase. This latter problem can occur for many reasons, including the fact that gravel "travels" if not contained by timbers. What you intend as a top coat of gravel may result in an area which exceeds the permitted square footage or setback requirements. We definitely don't want you to have to remove excess gravel if it can be avoided.

### What if I have a question about the Rules and Regulations?

The ESAC staff is always willing to answer your questions and assist you with your construction plans. Friends, neighbors and others at Woodhaven might be happy to answer your questions, but even with the best of intentions, they might not be aware of the current Rules and Regulations. Talking to ESAC first is always a good idea.

### What if I want to hire someone to do the work?

ESAC maintains a list of contractors who have registered to perform work at Woodhaven. Registered contractors have paid an annual fee and provided proof of liability insurance and Worker's Compensation insurance if applicable. If you call or visit ESAC, we would be happy to provide you with a copy of the list. The list can also be obtained at the ESAC Information Station in the lobby of the Association office, on the Woodhaven website and on Woodhaven's app. Please be advised that the Association cannot guarantee nor be held responsible for the work done or agreements made between you and a contractor. It is recommended you request a detailed written contract with the contractor before any work is done or payment is made. It is always a good idea to request from the prospective contractor other Property Owners they have conducted business with for a recommendation. The Association in no way recommends one contractor over another.

### When is a lot pinning performed?

A pinning inspection to locate your property boundary markers is required when a First Class Permit is requested and there has been no pinning or survey within the prior 12 months. You may also request an inspection in conjunction with planned construction or changes to a lot, or simply because you wish to identify your property lines. Requesting a pinning during the construction planning stage is an excellent idea to prevent possible issues delaying your construction.

While one of ESAC's responsibilities is to ensure compliance with the Rules and Regulations as they relate to lot development, we strongly encourage you to look to ESAC for assistance with your plans, the construction process and any questions you might have.

We look forward to a new year of assisting you with your plans for enhancing your property.



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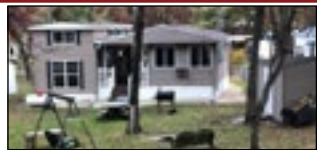
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Section 1 Lot 125 | \$19,900



Section 2 Lot 12 | \$91,500



Section 3 Lot 198 | \$15,000



Section 3 Lot 199 | \$45,000



Section 5 Lot 483 | \$38,900



Section 6 Lot 20/21 | \$29,900



Section 6 Lot 163/164 | \$53,000



Section 7 Lot 191 | \$8,900



Section 7 Lot 61/62 | \$18,900



Section 9 Lot 22 | \$58,500



Section 10 Lot 192 | \$39,900



Section 10 Lot 240 | \$33,500



Section 10 Lot 241 | \$52,000



Section 11 Lot 95 | \$4,800



Section 11 Lot 293 | \$68,000



Section 12 Lot 61 | \$8,200



Section 13 Lot 57 | \$9,999



New

Section 13 Lot 88



Section 13 Lot 118 | \$19,500

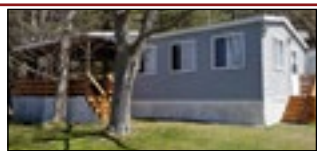


PENDING

Section 13 Lot 128 | \$29,900



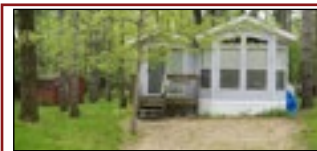
Section 13 Lot 129 | \$12,000



Section 15 Lot 59 | \$35,000



Section 15 Lot 74 | \$5,500



Section 15 Lot 92 | \$27,000



Section 16 Lot 15 | \$3,500



Section 16 Lot 144 | \$59,900



Section 16 Lot 209 | \$64,500



Section 19 Lot 57 | \$19,900



Section 19 Lot 88 | \$44,900



Section 19 Lot 89 | \$7,000



Section 19 Lot 90 | \$46,900



Section 21 Lot 154 | \$16,000



Section 22 Lot 152 | \$55,000



Section 23 Lot 8 | \$52,500



Section 23 Lot 75 | \$24,000



Section 24 Lot 23 | \$32,000



Section 24 Lot 108 | \$53,900



Section 26 Lot 227 | \$49,900



Section 27 Lot 34 | \$21,500

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# Woodhaven Lakes 2019/2020 Snowmobile Trail Guide



Section 11. Snowmobiles (4/17)

A minimum of 4” of snow is required to open the snowmobile trails.

Snowmobile usage shall be limited to those areas designated for their use by the Association.

Operation of snowmobiles shall, at all times, be in compliance with those laws set forth by the state of Illinois and the Association’s Rules and Regulations as listed in Article II.

Snowmobile operation is not allowed on any lake or pond.

Hours of operation:

Monday-Thursday: 7:00 a.m. to Midnight

Friday-Sunday: 7:00 a.m. to 1:00 a.m.

Holidays: 7:00 a.m. to 1:00 a.m.

Entering property by snowmobile after the set times the trails are closed is permitted for the sole purpose of traveling to the Owner’s Campsite.

Snowmobile operators are allowed to use roadways only for the purpose of going to trail areas and entering/exiting property.

Management reserves the right to close any trail or area due to hazardous conditions.



# Snow & Ice Control Procedures

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- The decision to plow snow and/or apply ice control materials to Woodhaven's roads will be made by Maintenance Department personnel and will be based on a variety of factors including: forecasted depth of snow and temperatures, time of day, and scheduled activities and events.
- When blinding conditions exist, all equipment will be pulled off the roads until it is safe to operate.
- Woodhaven Drive East and West, Greenbriar Trail, Mayfair Trail, and Cranhurst Trail are priority roads. These roads are plowed and/or spread with chips in their entirety first. Secondary roads and cul-de-sacs are plowed only after the priority roads are tended.
- Specific problem areas will be handled as soon as possible after the Maintenance Department has been notified. Emergencies should be directed to the Main Gate by calling 815-849-5915.
- Property Owners are required to remove vehicles completely from the road at all times during the snow removal process. Citations will be issued to violators.
- Plows may make several passes in order to widen the roads. "Windrows" are unavoidable.
- Plows will not be lifted at any entrance to individual driveways.
- Maintenance personnel are prohibited from plowing private driveways; clearance of driveway entrances is the responsibility of the Campsite owner.
- Association personnel are prohibited from using Woodhaven vehicles for the purpose of pulling or towing owners or guest's vehicles.







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