

2019 February Board Meeting
Bel Aire City Hall Library

Minutes

February 13, 2019

Call to Order and Introductions

Board: All members present – Jeff Artz, Linda Scott, Ben Relph, Ramona Becker and Jack Jones

Homeowner Attendees: Steve and Joy Olsen, Gary Young, Kent Hansen, Carol Dreifort, Paul and Lesley Lindstrom

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda accepted

Approval of Minutes – approved as corrected

Steve Olsen suggested that we put the draft annual meeting minutes up on the website

Jeff read the annual meeting minutes draft that is posted in the HOA Dropbox.

Jack moved to put draft on website and Linda seconded.

Officer's Reports and further definition of duties with each office

- President's Report
 - Jeff Artz gave his report and the entire report is attached to the end of these minutes.
- Vice-President's Report
 - Linda reported that she talked to Arbor Masters about the tree stump that has not yet been removed from the east side of the pond. It was reported that Jon Von Achen talked to Arlen about this initially. Linda reported she talked to Jan (secretary) and it had not been included in the original contract.
 - Ramona moved to spend \$100 to have the stump removed, Jack seconded. Passed unanimously.
 - Linda reported that she contacted the city of Bel Aire for room reservations for the entire year and made arrangements for obtaining the key each month.
 - Linda reported that she, Jeff and Ramona met with Keith Price and Anne Stephens from the city offices on site to inspect the contractor's work done from the culvert to the north end of the pond. They said that they city is responsible for the culvert area underneath the street but not the waterway south of the culvert. They offered some suggestions to remedy the situation such as materials and names of dirt contractors and others that would be qualified to build a functioning drainage solution. We asked if the city could use the rock that needs to be removed and Anne will check with the city manager as to whether they could remove the rock for the city's use. She will get back with us with an answer.
 - Jeff noted it is not the cities responsibility but they will help us with suggestions.
- Treasurer's Report
 - Ben reported a beginning balance was \$50,974.27, Ending balance was \$50,899.14, checking balance \$5,407.95. January's expense was \$75.13.
 - Dues update – 50% are paid so far. We have spent \$75. since last meeting.
 - Ramona moved and Jack seconded to accept the report.
- Secretary's Report
 - 2019 Directory – Ramona reported that she is beginning the process of updating the database for accuracy and adding new information garnered from the dues sheets.
 - Ramona thanked Audra and Ben Relph for scanning numerous documents and setting up the online Dropbox.
 - Website – Ramona reported that the online Calendar has been updated for 2019 and the approved minutes from last month will be posted after this meeting.

- Kent requested that the Board approve the minutes electronically right after the meeting and post on the website as has been done in the past. This can easily be done again.
- At-Large Report
 - Jack reported that he received a document from the HOA attorney this afternoon on his phone. He will put it into the HOA online Dropbox. Ramona suggested that the Covenants committee needs to review what the attorney sent. Jeff stated that we would work on this and have the amended covenants ready to send to the members by October.
 - Jack reported he didn't have time to get any bids from lawn mowing companies.
 - Jack reported on his meeting with the Management Company. They will do compliance which is a big job for the board to take care of all year. He emphasized that they would take care of the entire process from identifying issues and notifying homeowners to issuing fines and collecting them which will lesson hard feelings between homeowners and board members.
 - Jack reported the cost will be \$803.70 per month which is just over \$10,000/year. They hire the lawn maintenance providers and deal with the issues connected. This company has 167 HOAs they manage and 110 are in Wichita. They will pay vendors and make the budget. They will report to our HOA on compliance. Hiring this management company will take the majority of the work off of the volunteer board. This company has been involved in changing covenants. All officers in the company are state certified.
 - Jeff said they go thru the neighborhood twice a month and take photos of compliance issues. They collect all dues. The trend of HOAs is going to Management companies. Jeff said that fulltime management is better than part-time.
 - Jeff read the HOA by-law Article VII Powers and Duties of the Board of Directors Section I. Powers (d) To enter into management agreements with third parties
 - Mgmt. Co will "provide assistance to the treasurer with the budget"
 - Jack moved that we hire the management company and Ramona seconded for the sake of discussion. Much discussion followed among the board and other members that were present.
 - Ramona stated that she is in favor of a management company as it would help compliance and therefore keep property values up. She then raised questions about the contract and asked that we do this on a trial basis like Central Park has done. She asked if we have to put all of the HOA money into the bank in Nebraska and noted that all members would be required to send their dues to this bank in the future.
 - Ramona wants to be sure that all the items listed under the duties of the Management Company Community Manager are included in the base cost and will not accrue additional charges. She also noted she did not see any reference to legal assistance as to Covenants updating that is still not complete. Would we incur additional fees for this? At what cost?
 - Ben suggested that we wait a year to do this so we could use our money for other projects this year such as the playground equipment and the drainage project rectification.
 - Someone asked about the Architectural Approval Process and Ramona replied that the contract says that is still the duty of the board but there was some confusion about this.
 - Motion to hire the Management Company passed by vote of four to one with Ben voting in the negative.
 - Ben made the request that we put more detail on the agenda that is sent out so that members know what will be discussed before the board meetings.

Report of Committees

- Bylaws & Covenants – no report at this time.
- Playground Committee – no report at this time.

Roofing Committee – no report at this time.

Unfinished Business

New Business

Attendees' Comments

- Carol Dreifort suggested that if we run out of money we could borrow enough to get the playground installed right away.
- Gary Young asked about the remark made at the last meeting about executive sessions and transparency. There was some discussion about this that cleared up the misunderstanding.
- Jeff said that the two major items for this year are the drainage project rectification and the playground equipment exploration.
- Paul Lindstrom asked about the house that is up for auction and he wondered if we are doing anything about rentals in the neighborhood. Jack and Steve said that we ask that the landlords keep the property up to what our covenants require. Steve said we have discussed this in the past couple of years and have talked to the attorney about it. Linda remarked that some of the rental homes are kept up very well especially when they house military families. Several others commented.
- Paul Lindstrom also mentioned cleanliness and dog messes in the neighborhood. He suggested that we put in doggie bag stations. Linda suggested fining dog owners who don't pick up the dog messes. Ben mentioned that he knows of a volunteer who will empty a trash can every week if the HOA will place one in the area of the pond. He will recheck with the volunteer.

Adjournment

Ramona moved Jeff seconded to adjourn. All voted in the affirmative.

Meeting adjourned at 8:36 pm.

Next Meeting Scheduled for Thursday, March 14, 2019 at 7:00 p.m.

HOA President Jeff Artz's Comments for Feb 13 meeting

First I would like to welcome our visitors to this Board meeting. You are always welcome and encouraged to attend our Board meetings to observe the business proceedings of your elected Board members. In the agenda you will note there is a time allotted for visitor's comments or concerns.

It is my intent that these Board meetings be less a social event but for the purpose of conducting business and making decisions for the HOA community. Sociability is very much encouraged before and after the business meeting.

As President I am very pleased to have directors of this Board with so much experience in our HOA affairs with each having been elected as Board president at least once and

some holding multiple offices in the past. I hope to add to their experience with my leadership and management experiences and together I believe we can have a positive effect on our HOA community during the coming months.

I am pleased with the intercourse of communications between the directors since the January 31st meeting as evidenced by my email account. I believe open communications between our directors are the foundation for our future success.

You will note in our agenda there is a lack of specificity for the directors' reports. This is intentional as each director knows his/her duties and responsibilities and are free to address any related issue to the Board. We have a lot to cover this evening with the most important and pressing issue to be reported later by Jack Jones and action to be taken by this Board.

My first action is to appoint the five committees that are required by our by-laws and I appoint each committee be chaired by one of our directors. The Architectural Control Committee will be chaired by Jack Jones, the Nominating Committee will be chaired by Ben Relph, the Social Committee will be chaired by Ramona Becker, the House and Grounds Control Committee will be chaired by Linda Scott, and I will chair the Audit or Finance Committee.

Due to the interest displayed at our past annual meeting I am appointing an additional committee to be called the Playground Committee chaired by Ben Relph. In addition there will be a Welcoming Committee chaired by Linda Scott. All HOA members are encouraged to participate in a committee of their choice with a limit of five members per committee.

In regards to the Playground Committee I present the following guidelines. At their earliest convenience I would like this Committee to present to this Board for action on the Committee's proposal to include where it will be built, what playground equipment is involved, who will do the construction, is there any cost effect to our liability policy, and most importantly the estimated cost and how it is to be paid for. Is it to be paid for only by past and present HOA monies, a future special assessment of dues, a future increase in annual dues, grant money, solicitation of donations, money making projects, a bank loan to the HOA, or a combination thereof?

In addition, I want to comment on the House and Grounds Control Committee. This will be an atypical and challenging year for this committee, as in addition to the normal duties and responsibilities they must contend with coming up with a solution and recourse for correcting the drainage issue at the north end of the pond. Whatever needs to be done, needs to be done. And I have the upmost confidence that Linda and her committee will come up to the challenge.

Finally, based on any actions taken by the Board this evening, and any preliminary cost estimate provided by the House and Grounds Control Committee for this year's ground's mowing and maintenance program, and for resolve of the pond drainage issue, I would like our Treasurer to prepare a 2019 budget for this Board to vote and approve no later than our April Board of Directors meeting.

This concludes my report and we will now hear from our vice-president.



Kappelman's
Bel Aire Heights
 Homeowner's Association Inc.

Jeff Artz - President
 Linda Scott - Vice President
 Ben Relph Treasurer
 Ramona Becker - Secretary
 Jack Jones - At-Large

Bel Aire Heights Home Owner's Association - Income and Expense Report for January, 2019

Assets:	Date:	Amount	
Beginning Balance - Savings and Checking	1/1/2019	\$50,974.27	
Savings:			
Beginning Balance	1/1/2019	\$45,491.19	
Transfers to Checking		\$0.00	
Transfers to Checking		\$0.00	
Deposits from Checking		\$0.00	
Interest Earned		\$0.00	
Ending Savings Balance	1/31/2019	\$45,491.19	Balances with Bank
Contingency Reserve		\$35,000.00	
Playground Reserve		\$5,000.00	
Available toward Budget		\$5,491.19	
Checking:			
Beginning Balance	1/1/2019	\$5,483.08	
Transfers From Savings		\$0.00	
Transfers To Savings		\$0.00	
Expenses (see detail below)	January	(\$75.13)	
Ending Checking Balance	1/31/2019	\$5,407.95	Balances with Bank
Total Assets / Remaining Balance as of 1/31/19:		\$50,899.14	

Prepared by Ben Relph on 2/10/19.

