



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 August Board Meeting
Bel Aire City Hall Library

Minutes

August 8, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Kent Hansen, Ramona Becker, Steve Olsen, Jack Jones, Mandi Harris (HOA Management Services)

Homeowner Attendees: Fredic Shope, Gary Young, TR McLemore, Gail Coe

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

Approval of Agenda – approved

Approval of Minutes –

Jack said that money on report at Chisholm Trail does not match what was on the report. Jeff asked that a correction be made to the minutes and minutes stand approved as corrected

Officer's Reports

- President's Report
 - Jeff stated that the board agreed to hire a new attorney. Jeff introduced Attorney Tim McLemore. Mr. McLemore shared his background and his HOA experience. He is more of a transaction type rather than a litigator.
 - Jeff asked about fees. \$500 retainer - \$275/hr. and to tell us about his most difficult case.
 - Asked how he works with updating covenants and Bylaws – he discourages rewriting the declaration. He feels it is hard to rewrite it then get it passed by the membership.
 - Steve asked if he uses a paralegal – he does for \$75/hr.
- Jeff called for an executive session and board returned at 7:23 pm.
 - Linda moved and Jack seconded to hire Tim McLemore as our attorney. Motion passed 4 to 1.
- Management Company Report
 - 26 compliance letters were sent out
 - Update on Neighborhood Directory – she is working on map of area and hopes to get back to us next week.
 - She read list of items that came in through email
 - 4857 N. Farmstead issue – Rodney Wright is handling this. It was discussed that we need to get tough with this member about violation.
 - Jack asked about dues that are still not paid. Board asked that action be taken. One of them already has a fine from last year.
- Treasurer's Report
 - Budget Report – see report at end of minutes.
- Secretary's Report – no report.
- Vice-President's Report
 - Welcoming New Members – Melissa Martinez, and Erin and Matthew Spurgeon,
- At-Large Report
 - Architectural Approvals need to be signed

Report of Committees and President's Report

- House and Grounds Control Committee – Linda Scott, chair



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- Bush hog ditch south of 47th St. – Bid for \$620 will take care of neighbor whose home is affected by tree overhang etc. Linda asked for bid to spray weeds in rocks at south end of lake. Steve said he would spray them with the spray leftover from last year.
 - SmithCon wants 25% down and they will commence last week of August or first of September.
 - Kent moved and Jack seconded that we accept the bid for \$620 to do the work south of the dam. Motion passed unanimously.
- Trimming of bushes.
- Bylaws & Covenants – next step report – Steve Olsen gave an overview of the changes to be made to the covenants.
 - Jeff commented that the work of the committee is appreciated.
- Social Committee – Jack and Ginger Koelling - plans proceeding – Jeff would like to have them here at the next meeting.
- Roofing Committee – Jack Jones - he caught one roof and got the paperwork on it.

Unfinished Business) – Kent asked about changing the date of the meetings to the third Thursday of the month.

New Business

- Board vote on Yard of the Month – Burrus – 4862 N Homestead Ct.
 - Linda moved Jack Seconded. Motion passed unanimously.

Attendees' Comments

- Gary is still worried about previous minutes that have draft written on them on the website and wondered about special meeting minutes for June. Jeff told Gary that the Board has decided not to post draft minutes and will not do it again.
- Gail Coe discussed the compliance letter they received and wants more communication and time to do the work in the fall.

Adjournment - Jack moved, Linda seconded for adjournment. Passed unanimously. Adjourned at 8:37 pm

Next Meeting Scheduled for Thursday, September 12, 2019 at 7:00 p.m.

Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 07/31/2019

Assets		
<u>Cash Assets</u>		
Community Association Bank-Checking	20,314.70	
Chisholm Trail State Bank-Checking	8,844.65	
Chisholm Trail State Bank-Savings	45,506.81	
<u>Total Cash Assets</u>	<u>74,666.16</u>	
<i>Total Assets</i>		<u><u>74,666.16</u></u>
Liabilities & Equity		
<u>Equity</u>		
Retained Earnings	51,474.27	
Net Income	23,191.89	
<u>Total Equity</u>	<u>74,666.16</u>	
<i>Total Liabilities & Equity</i>		<u><u>74,666.16</u></u>



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Kappelmans Bel Aire Heights Homeowners Association, INC
 Statement of Revenue & Expense

Transaction 7/1/2019 To 7/31/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HOA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
TOTAL Assessment Income	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
Income							
Bank Interest Income	0.94	0.00	0.94	17.03	0.00	17.03	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transfer/Initiation Fee	0.00	0.00	0.00	700.00	0.00	700.00	0.00
TOTAL Income	0.94	0.00	0.94	767.03	0.00	767.03	0.00
TOTAL Income	0.94	0.00	0.94	35,807.03	35,200.00	607.03	35,300.00
Expense							
Administrative							
Management Services	805.70	826.00	22.30	4,418.50	4,507.00	88.50	6,537.00
Website Maintenance	179.88	0.00	(179.88)	179.88	100.00	(79.88)	100.00
Postage	(42.40)	56.00	100.40	97.10	406.00	308.90	700.00
Printing/Reproduction	33.06	56.00	24.52	548.50	406.00	(142.50)	700.00
Tax Prepaid Annual Recp	0.00	0.00	0.00	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	53.20	100.00	46.80	100.00
TOTAL Administrative	894.26	942.00	(47.74)	5,357.24	6,559.00	1,201.76	14,277.00
Capital Expenses							
Playground Fixed-Capital E	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
Community Events							
New Neighbor/Contests	150.00	0.00	(150.00)	200.00	600.00	350.00	600.00
Annual Social	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
TOTAL Community Events	150.00	0.00	(150.00)	200.00	1,600.00	1,350.00	1,600.00
Insurance							
Liability/D&O Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
Landscaping							
Mowing	620.00	0.00	(620.00)	2,665.00	9,300.00	6,635.00	9,300.00
Grounds & Maintenance	420.00	0.00	(420.00)	2,002.47	700.00	(1,302.47)	700.00
TOTAL Landscaping	1,240.00	0.00	(1,240.00)	4,747.47	10,000.00	5,252.53	10,000.00
Repairs & General Maintenance							
General Repairs/Maintena	0.00	0.00	0.00	61.91	0.00	(61.91)	0.00
North Area Drainage	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00
TOTAL Repairs & General	0.00	0.00	0.00	61.91	10,000.00	9,938.09	10,000.00
Utilities							
Electric Utilities	30.20	20.00	(10.20)	218.12	200.00	(18.12)	300.00



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Transaction 7/1/2019 To 7/31/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Water Utilities	87.38	75.00	(12.38)	303.40	525.00	221.60	900.00
TOTAL Utilities	117.71	104.00	(13.71)	521.52	728.00	206.48	1,250.00
TOTAL Expense	2,481.97	1,046.00	(1,435.97)	12,615.14	40,187.00	27,571.86	45,427.00
Excess Revenue / Expense	(2,481.03)	(1,046.00)	(1,435.03)	23,191.89	(4,987.00)	28,178.89	(10,227.00)