



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

2019 September Board Meeting
Bel Aire City Hall Library

Minutes

September 12, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Ramona Becker, Kent Hansen, Jack Jones, Mandi Harris, Homeowner Management Company

Attendees: Fred, Shope, Gary Young, Jack and Ginger Koelling, Connie and James Schmidt, Carol Dreifort

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

Approval of Agenda - Stand approved as written

Approval of Minutes - Stand approved as written

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

- President's Report -
 - Jeff signed Retainer Contract with Attorney MacLemore and directed him to proceed with review of covenants and bylaws.
 - Social Committee - Jack & Ginger Koelling - Jack gave an updated report on the plans for the October 5 Fall Festival
- Management Company Report
 - Accounting has questions about liens on two properties. We can collect lien without an attorney
 - Jack moved Linda seconded to move on two liens. Approved.
 - Do we want to use Superior for a collection company? Discussed but no action taken.
 - Send assessment every month for unpaid dues
 - 28 compliance issues - mostly trash cans. Two homes on Hedgerow leave trash out in front all the time - both are rentals. They have had 4 notices. Landlords have been notified. Jack suggested that we fine them. Discussed but no action taken.
 - 49th street member said they would replace the roof but now they say they can't afford to do the roof. They have had five years to replace roof so Jack suggested they just get 60 more days.
 - Removed tree on 47th Street. They don't want to remove stump but member is refusing. 2 letters to remove stump. Kent said the same thing is going to happen across the street. Kent said to be sure to put dates on all these issues.
 - Another stump on 47th street. He said the VA will come out and take care of it for him.
 - Mandi asked if we want to start getting bids for lawn care for next year.
- Treasurer's Report
 - Budget Report Expenses for last month \$1537, \$1611 for mowing etc. We will be close to budget on this. \$500 from fees from new owners.
 - Ramona moved to pay Linda's bill and Jack seconded. Approved.
- Secretary's Report
- Vice-President's Report
 - Linda went through the draft directory and proofed for corrections.
 - She reserved the library for the last 3 Thursday for each month: Oct 17th, Nov 21st, and Dec 19th
 - Welcoming New Members - got more materials for new members
 - Compliance Violations & Fines



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- HOA Board Meetings - 3rd Thursday of the Month beginning in October
- At-Large Report
 - Four Architectural Approvals were approved and signed
 - Jack said SmithCon is supposed to start on work next week.

Report of Committees and President's Report

- House and Grounds Control Committee - Linda Scott, chair
 - Steve sprayed weeds at south end of pond.
 - Work was done on trimming near Driefort's house.
 - Need to touch up paint on benches before next year
 - Dragonfly has been talked to about grass around lake.
- Roofing Committee - Jack Jones
- Jeff talked to the Management Company about how other HOAs handle compliance issues. Jack put together a possible schedule that we can use as a standard for our compliance violations. (see attached)
 - Heidi said other covenants allow for the idea of fines per occurrence. She suggests liens be on a cases by case basis. \$50 is the standard amount.
 - This will save the HOA the attorney fees.
 - Fines will be accumulative
 - \$50, \$100, \$500 will be the schedule
 - Will make this enforcement policy and needs to be on next agenda
- Bylaws & Covenants - Attorney has sent several suggestions. McLemore has done work.
 - May not have time to get it ready for the Social. Will have it ready for next meeting.Jack got a bill from our former attorney for over \$900. It billed for two lien issues from former years.
Jack suggested we table it until next year.

Unfinished Business --

New Business

Board vote on Yard of the Month - Jack and Dianna McPhail at 4840 Homestead Ct

- **Attendees' Comments - James** asked about progress on bridge

Adjournment - Jack moved, Kent seconded. Approved at 8:27 p.m.

Next Meeting Scheduled for Thursday, October 17, 2019 at 7:00 p.m.



Kappelman's

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Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 09/30/2019

Assets

Cash Assets

Community Association Bank-Checking	13,944.89
Chisholm Trail State Bank-Checking	8,726.01
Chisholm Trail State Bank-Savings	45,515.01

<u>Total Cash Assets</u>	<u>68,185.91</u>
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Liabilities & Equity

Equity

Retained Earnings	51,474.27
Net Income	16,711.64

<u>Total Equity</u>	<u>68,185.91</u>
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<i>Total Liabilities & Equity</i>	<u><u>68,185.91</u></u>
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Kappelmans Bel Aire Heights Homeowners Association, INC
 Statement of Revenue & Expense

Transaction 9/1/2019 To 9/30/2019 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	8.82	0.00	8.82	26.63	0.00	26.63	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	1,200.00	0.00	1,200.00	0.00
TOTAL Income	8.82	0.00	8.82	1,276.63	0.00	1,276.63	0.00
TOTAL Income	8.82	0.00	8.82	36,316.63	35,200.00	1,116.63	35,200.00
Expense							
Administrative							
Management Services	803.70	826.00	22.30	6,025.90	6,159.00	133.10	8,637.00
Website Maintenance	0.00	0.00	0.00	298.52	100.00	(198.52)	100.00
Postage	20.75	58.00	37.25	176.50	522.00	345.50	700.00
Printing/Reproduction	25.69	58.00	32.31	600.50	522.00	(78.50)	700.00
Tax Prep/KS Annual Reprc	0.00	0.00	0.00	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	500.00	2,500.00	2,000.00	2,500.00
Lien/Collection Services	242.00	0.00	(242.00)	272.00	0.00	(272.00)	0.00
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	1,092.14	942.00	(150.14)	7,986.62	11,443.00	3,456.38	14,277.00
Capital Expenses							
Playground Fund-Capital f	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	53.59	0.00	(53.59)	303.59	600.00	296.41	600.00
Annual Social	460.25	0.00	(460.25)	460.25	1,000.00	539.75	1,000.00
TOTAL Community Events	513.84	0.00	(513.84)	763.84	1,600.00	836.16	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	1,025.00	0.00	(1,025.00)	4,510.00	9,300.00	4,790.00	9,300.00
Grounds & Maintenance	951.50	0.00	(951.50)	3,825.85	700.00	(3,125.85)	700.00
TOTAL Landscaping	1,976.50	0.00	(1,976.50)	8,335.85	10,000.00	1,664.15	10,000.00
Repairs & General Maintenance							
General Repairs/Maintena	48.80	0.00	(48.80)	110.71	0.00	(110.71)	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 M	48.80	0.00	(48.80)	110.71	10,000.00	9,889.29	10,000.00
Utilities							



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	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Electric Utilities	30.11	29.00	(1.11)	278.34	261.00	(17.34)	350.00
Water Utilities	93.51	75.00	(18.51)	452.63	675.00	222.37	900.00
TOTAL Utilities	123.62	104.00	(19.62)	730.97	936.00	205.03	1,250.00
TOTAL Expense	3,754.90	1,046.00	(2,708.90)	19,604.99	42,279.00	22,674.01	45,427.00
Excess Revenue / Expense	(3,746.08)	(1,046.00)	(2,700.08)	16,711.64	(7,079.00)	23,790.64	(10,227.00)