



*Jeff Artz - President
Linda Scott - Vice President
Jack Jones - Treasurer
Monica Williams - Secretary
James Schmidt - At-Large*

July 2020 Board Meeting
City of Bel Aire City Hall

Minutes

July 23, 2020

Call to Order at 7pm by President Jeff Artz

Introductions, Board: Jeff Artz, Linda Scott, Jack Jones, James Schmidt, Monica Williams, and HOA Management Services (HMS) representatives Carrie Draut and Jenni Reust.

Homeowner Attendees: Gary Young, Pat & Teresa Houchin, Carol Dreifort, and Steve Olsen

Proof of Notice of Meeting – Requirement met by website posting, signage, and email reminder

Approval of March-April meeting Minutes –approved

July 2020 President's Remarks

After our June board meeting I asked the board members to email me, for the record, their personal grievances towards the management company for lack of communication and coordination these past six months. I compiled their comments and those of our members that I previously received, added my own, along with my threat of recommending to next year's board not to renew our contract if things are not significantly improved. I then emailed these comments in a five page document to Rodney Wright, VP and CEO of the HOA Management Services. He responded back to me the very next day by email with some of the following comments. "I am completely embarrassed over this." An excuse was their previous lack of employees, but stated now they are fully staffed. And concluded by "I have 7 months to get this turned around to prove to you and the board that HMS is worth what you are paying us. And I will."

Well, we will see what happens.

▪ **HMS report** –

- Inspections will resume addressing lawns
- Hold off on stump fines per board request
- Past due letters were sent July 15th
- Made note of issues to be rechecked at next inspection
- Requested information was shared with the board from initial inquiry in February

- Advised the use of an attorney for a liability waiver previously suggested
 - Clarification to signers on checking account
 - HMS is fully staffed, contacting their office should result in a response
 - Community Coordinator position has not been filled, should be assigned soon
- **Treasurer's Report**, Jack Jones
 - Review of current account balances and discussion of financial report provided by Ashley George with HMS.
 - Review of unpaid dues. 2 more are paid in full, decision to waive additional interest accrued. One homeowner has contacted HMS in regard to a payment plan.
 - Motion to accept the report made by Linda Scott, seconded by Jeff Artz, motion passed.
- **Secretary's Report**, Monica Williams - No Report
 - **Vice-President's Report**, Linda Scott
 - Linda has contacted 3 new home owners with welcome packets
 - Yard of the Month is 4834 N. Homestead, Kenneth and Jennifer Duty
 - Motion to accept made by Jack Jones, seconded by Jeff Artz, motion passed.
 - Ginger Kolling has volunteered to scout out yard of the month nominees
 - **Member at Large Report**, James Schmidt - No Report

Committee Reports/ Unfinished Business

House & Grounds Committee - James Schmidt

- Retention pond on 49th to be mowed by city every two weeks
- Retention pond trees - Mr. Houchin suggested leaving several so roots would help with erosion control. Trees add cover to obstruct the view of stagnant water. Once new development is complete to the north, it will probably dry up and not be as much of an eyesore. City is talking about thinning the trees and regular mowing is helping with the appearance.
- Updated pet memorial sign
- Tony and Julie Walsh finished painting bridge and installing carpet
- Roots dug out along west bank under cottonwood trees. Fill dirt added
- Removed tree in N. Highland reserve
- Cut branches and thinned bushes near new playground area
- Discussion about visitors around pond. They are welcome unless causing problems. Not necessary to inquire about address to verify HOA membership.
- Had dropped mowing to every other week. Some areas growing fast, discussion about returning to weekly mowing.

Playground Committee - Jack Jones

- Equipment delivered today, install scheduled for Tuesday
- Discussion of footprint, orientation, and tie in to existing swing set

New Business

- **Proposal for Nature walk by Chase Aunins**
 - Materials needed and cost
 - Discussion about maintenance
 - Motion to accept made by Jack Jones, seconded by Linda Scott, motion passed.

Attendee comments:

Trees in drainage to the south of the pond need trimming and/or removal

Question about home out of compliance issue on 49th st

HOA website not getting a response from the Contact Us form

Loose dogs from extended neighborhood attacked another dog on leash

Discussion on turtle population - possible to trap and release with proper licensing

Executive Session - none

Meeting Adjourned

Kappelmans Bel Aire Heights Homeowners
Association, INC

End of Month Reports

July 2020



Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 07/31/2020

Assets

Cash Assets

CIT-Checking	5,977.81
Chisholm Trail State Bank-Checking	7,115.09
Chisholm Trail State Bank-Savings	35,033.29

<u>Total Cash Assets</u>	<u>48,126.19</u>
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<i>Total Assets</i>		<u><u>48,126.19</u></u>
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Liabilities & Equity

Liability

Prepaid Income	268.64
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<u>Total Liability</u>	<u>268.64</u>
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Equity

Retained Earnings	41,005.90
Net Income	6,851.65

<u>Total Equity</u>	<u>47,857.55</u>
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<i>Total Liabilities & Equity</i>		<u><u>48,126.19</u></u>
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Kappelmans Bel Aire Heights Homeowners Association, INC

Statement of Revenue & Expense

Transaction 7/1/2020 To 7/31/2020 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
<u>Assessment Income</u>							
2019 HOA Assessments	0.00	0.00	0.00	160.00	0.00	160.00	0.00
2020 HOA Assessment	50.00	0.00	50.00	39,794.00	40,480.00	(686.00)	40,480.00
TOTAL Assessment Income	50.00	0.00	50.00	39,954.00	40,480.00	(526.00)	40,480.00
<u>Income</u>							
Bank Interest Income	0.33	0.00	0.33	18.26	0.00	18.26	0.00
Lien & Legal Reimburserr	0.00	0.00	0.00	156.00	0.00	156.00	0.00
Covenant Violation Fees	0.00	0.00	0.00	504.52	0.00	504.52	0.00
Late Fees	0.00	0.00	0.00	268.57	0.00	268.57	0.00
Returned Check Fees	0.00	0.00	0.00	60.00	0.00	60.00	0.00
Pet Memorial Funds	8.00	0.00	8.00	88.00	0.00	88.00	0.00
Transfer/Initiation Fee	300.00	0.00	300.00	1,400.00	0.00	1,400.00	0.00
TOTAL Income	308.33	0.00	308.33	2,495.35	0.00	2,495.35	0.00
TOTAL Income	358.33	0.00	358.33	42,449.35	40,480.00	1,969.35	40,480.00
Expense							
<u>Administrative</u>							
Management Services	803.70	804.00	0.30	5,625.90	5,628.00	2.10	9,645.00
Website Maintenance	179.88	180.00	0.12	179.88	180.00	0.12	300.00
Postage	7.45	33.00	25.55	471.55	231.00	(240.55)	400.00
Printing/Reproduction	57.04	67.00	9.96	772.11	469.00	(303.11)	800.00
Bank Service Charge	0.00	0.00	0.00	30.00	0.00	(30.00)	0.00
Tax Prep/KS Annual Repc	0.00	0.00	0.00	125.00	60.00	(65.00)	60.00
Legal/Corporate Fees	0.00	0.00	0.00	4,680.00	4,000.00	(680.00)	4,000.00
Lien/Collection Services	0.00	0.00	0.00	2.00	0.00	(2.00)	0.00
Audit of Books	0.00	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00
HOA Board Misc Expense	0.00	0.00	0.00	0.00	100.00	100.00	100.00
TOTAL Administrative	1,048.07	1,084.00	35.93	11,886.44	13,168.00	1,281.56	17,805.00
<u>Capital Expenses</u>							
Playground Fund-Capital F	0.00	0.00	0.00	13,223.78	12,000.00	(1,223.78)	12,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	13,223.78	12,000.00	(1,223.78)	12,000.00
<u>Community Events</u>							
New Neighbor/Contests	10.83	50.00	39.17	160.83	350.00	189.17	600.00
Annual Social	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
TOTAL Community Events	10.83	50.00	39.17	160.83	350.00	189.17	2,100.00
<u>Insurance</u>							
Liability/ D&O Insurance	0.00	0.00	0.00	1,677.00	1,700.00	23.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	1,677.00	1,700.00	23.00	3,300.00
<u>Landscaping</u>							
Mowing	1,725.00	1,750.00	25.00	3,892.50	4,500.00	607.50	11,000.00
Grounds & Maintenance	2,132.51	200.00	(1,932.51)	4,144.52	1,200.00	(2,944.52)	2,000.00

Kappelmans Bel Aire Heights Homeowners Association, INC

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Transaction 7/1/2020 To 7/31/2020 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
TOTAL Landscaping	3,857.51	1,950.00	(1,907.51)	8,037.02	5,700.00	(2,337.02)	13,000.00
<u>Repairs & General Maintenance</u>							
General Repairs/Maintena	17.20	17.00	(0.20)	137.59	119.00	(18.59)	200.00
TOTAL Repairs & General M	17.20	17.00	(0.20)	137.59	119.00	(18.59)	200.00
<u>Utilities</u>							
Electric Utilities	28.29	33.00	4.71	209.43	231.00	21.57	400.00
Water Utilities	72.16	58.00	(14.16)	265.61	406.00	140.39	700.00
TOTAL Utilities	100.45	91.00	(9.45)	475.04	637.00	161.96	1,100.00
TOTAL Expense	5,034.06	3,192.00	(1,842.06)	35,597.70	33,674.00	(1,923.70)	49,505.00
Excess Revenue / Expense	(4,675.73)	(3,192.00)	(1,483.73)	6,851.65	6,806.00	45.65	(9,025.00)