

**Lost Bridge Village Community Association, Inc.
Board Meeting Minutes
August 14, 2017 @ 6:00pm**

Call to Order of Regular Meeting @ 6pm by Jon Testut, VP presiding in absence of the President

Trustees Present: Mary Gray Ben Hebert
 Randy Haley Corey Maish
 Jon Testut

Trustees Absent: John Buhr Phil Williamson

Motion to Approve Agenda
M/S/C Randy Haley/Corey Maish/Unanimous

Recognition of Members, Visitors & Comments

Steve Bray – The burn pile is getting worse. Last month’s meeting, it was said it will be addressed soon. If an amenity is not usable, it should be in newsletter so villagers know.

Ken Buchheit – Presentation – Would like to see New Mobile homes (Manufactured) allowed in areas where there is no pavement and no water. The new ones are different and HUD regulates. Need to look at current definitions of Mobile Homes. Would like to see covenants change to 1,300 sq footage. He will be addressing board next month with what he would like the board to consider. Handed out a copy of the 2008 covenant before Mobile Homes were voted out.

Dean Pride – Volunteers use to take care of burn pile. Why can’t we do that again?

Christi & Dwaine Charles – Just here to listen and had some input.

Approval/Discussion of July 10, 2017 Minutes
M/S/C Mary Gray/Randy Haley/Unanimous

Treasurer Report/Financials – Phil Williamson
Treasurers Report

| | <u>Jul 31, 17</u> |
|---|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 1000 · CASH IN MONEY MARKET - 0172 | 63,077.84 |
| 1001 · CASH IN CHECKING - 7265 | 47,012.96 |
| 1003 · ARVEST CAPITAL IMPROVEMENT 0743 | |
| 1003-A · AIRSTRIP IMPROVEMENTS | 1,000.00 |
| 1003-B · COMM BLDG IMPROVEMENTS | 1,000.00 |
| 1003-C · VILLAGE HALL IMPROVEMENTS | 1,207.56 |
| 1003-D · REC CENTER IMPROVEMENTS | 5,114.66 |
| 1003-E · LIBRARY IMPROVEMENTS | 750.00 |
| 1003 · ARVEST CAPITAL IMPROVEMENT 0743 - Other | 20,441.62 |
| Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743 | 29,513.84 |
| 1007 · CASH CONTINGENCY M/M FUND 9016 | 52,805.81 |
| 1010 · BUILDING DEPOSITS | 29,675.00 |
| Total Checking/Savings | 222,085.45 |

July Profit and Loss - Actuals vs. Budget

July Year-to-Date Summary

| | Account | July Actuals | July Budget | \$ Diff |
|----------------------|---------|--------------|-------------|-----------|
| Assessment Income | 4000 | \$1,766 | \$2,162 | -\$396 |
| Total Income | | \$8,079 | \$3,039 | \$5,039 |
| Maintenance | 7200 | \$2,250 | \$3,313 | -\$1,064 |
| Rec Center | 7400 | \$8,189 | \$4,993 | \$3,196 |
| General & Admin | 7500 | \$7,159 | \$23,249 | -\$16,090 |
| Community Building | 7600 | \$804 | \$1,029 | -\$225 |
| Roads | 7700 | \$412 | \$1,137 | -\$724 |
| Capital Improvements | 7900 | \$0 | \$0 | \$0 |
| Total Expenses | | \$18,814 | \$33,722 | -\$14,907 |

| YTD - July Actuals | YTD - July Budget | \$ Diff | 2017 Annual Budget |
|--------------------|-------------------|----------|--------------------|
| \$191,833 | \$188,640 | \$3,193 | \$196,500 |
| \$216,826 | \$198,640 | \$18,187 | \$209,750 |
| \$23,730 | \$22,965 | \$764 | \$38,750 |
| \$31,262 | \$33,271 | -\$2,008 | \$44,250 |
| \$36,887 | \$59,501 | \$22,613 | \$98,510 |
| \$4,429 | \$8,657 | -\$4,228 | \$13,830 |
| \$9,304 | \$8,717 | \$587 | \$15,110 |
| \$21,029 | \$32,150 | \$11,121 | \$32,150 |
| \$126,642 | \$165,261 | \$38,619 | \$242,600 |

Income:

Assessment income lower than forecast - did receive one past due assessment payment of \$2,077.
 Sale of equipment, \$3,900 for the ditch mower, helped in total income for the month.

Expenses:

The water leak at the Rec Center contributed to expense over run in account code 7426 and 7462

1. The water bill was \$1,061 for the month on a budget of \$233. Account code 7426
2. The repair bill to fix the two water leaks was nearly \$1,800. Account code 7462
3. The pumps had to be repaired at an expense of \$700. Account code 7462

The annual insurance premiums, account code 7531, were due in July.

The invoices came into two separate billings. The first invoice was paid in July and the second invoice was paid in early August explaining the underrun in the budget for July.

Motion was made to approve July's Financial (not presented).

M/S/C Randy Haley/Ben Hebert/Unanimous

Officers Reports:

President – John Buhr (VP presented)

Thanks to all (who contributed) your time and help getting this ballot mailed out to all our members. The ballots were sent out yesterday so will be arriving shortly. Thanks to Tamy, Pat and Mary with all the envelopes and stamps. Good work by all. Thanks again for your support.

Vice-President – Jon Testut

At the LBVCA Board Meeting of May 9th, 2016, the topic of protection of privacy relating to correspondence and communications between our membership and the Board was discussed at length. The agreed upon conclusions from that meeting were somehow omitted from the record. I believe that this is an important subject and I will reopen it tonight under Old Business. As we all may know, our Oath of Office provides us with the necessary guidelines in addressing this topic.

Special Assignment/Project Updates:

- None

Trustee Reports:

ACC Liaison – Jon Testut

Date: August 7, 2017

Time: 9 AM

Location: LBVCA Conf Rm

Present: J. Niernberger - Chairman, D. Overstreet, T. Pedano, J. Haguewood, S. Reynolds, H. Fenner

Absent: J. Testut - TA, R. Brundage

Meeting Notes:

Guests Present: Jane Bertles (Representing Tree House Villa LLC, Whitney & Jon Hagedorn) and Russ Lamer

WMT S1 10, new home. New house plans were presented - approximately 1700 sq ft, metal roof, and hardi-board. Plans presented today did not indicate a carport but property owner will return with new plans that include carport and proposed decorative screening. Plans were approved as presented and with carport as discussed. The decorative screening will be revisited at a later date. Fees were collected \$200 application fee and \$5,000 performance deposit. Debby Overstreet was assigned to the project.

M/S/C Debby Overstreet/Hugh Fenner/Unanimous

WMT S1 41, Property owner presented plans for a detached two car garage 24 x 30. Exterior will match existing home and hard surface drive-way will meet the BS&P guidelines. Property owner to provide the Committee with a sketch. A release of the front utility easement will be needed from LBW&S. Fees were collected (\$200 application fee and \$1,000 performance deposit). John Niernberger will oversee the project.

M/S/C Hugh Fenner/Sam Reynolds/Unanimous

TA Report: John Niernberger presented Jon Testut's report.

- The Board declined to approve Mark Patterson's request for clearing a lot in Cedar Forest without additional information. Jon states he now has that needed information and will present it to the Board at their August meeting.
- The Board has not yet made a determination on the proposed 6-month trial purchase of Data Scout (property transfer service).
- PMR U1 19 has been granted an 18-month building extension. A letter will be sent advising property owner of this action.

Chairman Report/Discussion Topics:

- Property owners at CCA B2 56 were informed that the metal siding they were using to reside their home was not in compliance with the BS&P. Construction has since stopped.
- The Benton County inspector(s) will be attending September's ACC meeting.
- PMR U11 495-496 performance refund request was discussed. It was advised that all Committee members do a drive-by of subject property this week so that an email proposal can be brought to the August LBV Board meeting.

New Business:

- The next ACC meeting will be moved to Monday, September 11, 2017 due to Labor Day.
M/S/C Debby Overstreet/John Niernberger/Unanimous
- The Committee was asked to recommend new verbiage for a covenant change regarding the Association's building inspectors/inspections. A unanimous vote of attending Committee members was for Proposal #2. Proposal #2 reads: Benton County Building Inspector will inspect and support the rules and regulations of Benton County Planning Department. A member of the ACC is responsible to ensure the rules, regulations, policies and procedures in support of the Covenants and the Building Standards and Practices guidelines have been met. With Board approval, the Committee's recommendation will be added to the upcoming ballot.

Airstrip – Jon Testut, TA

- Weather and opportunity has prevented weeding and tarring of runway surface.
- A Property Owner has volunteered to help mow the airstrip. Would the board like to take them up on the offer? Need to check with Phil to make sure volunteers are covered on our insurance. Board agreed to take him up on his offer but would like to have him supervised a couple of times since he is using our equipment.

Community Building – Mary Gray, TA

Harness Roofing sealed the wall penetrations. The boxes on the rock wall were temporarily removed in order to properly seal the wall penetrations, but were reinstalled after they were finished.

There was a leak in ceiling in basement. Air Conditioner repair man said we were low in freon causing moisture to build up and to drip. Ceiling tile needs replaced. Ben will check on wrapping the pipe. Maintenance personnel is to replace pipe insulation and replace ceiling tile if leak is fixed.

Covenant Compliance & Review

Phil Williamson, TA – LBV

There are two active covenant violations that have yet to be resolved. However, I am working with the owners to correct the respective problems.

The Outbuilding was removed this past month from the property in Posy Mountain.

Corey Maish, TA - PMR

- Nothing to report

Legal and Insurance – Phil Williamson, TA

Legal

There are two active issues that I am working with our attorney for assistance.

Insurance

Annual premiums paid in July and August.

Library – Mary Gray, TA

No report submitted

Parks and Recreation – Corey Maish, TA (John Buhr)

This month we had a leak by the gazebo fixed. We also had someone come in and bid the new managers office for the rec center. It is a good bid. Need to check budget to make sure it can be done.

Also discovered we still have a small leak in the pool, we are currently working on that. Will be calling the leak detection people back out.

Picnic table to be redone – need to get them together before Fly-In. Corey will be taking home and put back together. If anyone wants to help, come on out.

Been looking at leaving pool open for another couple of weeks. With pool leaking, we might not be able to. Will let everyone know. Next year if we had couple of people to run pool, we could be open every day and possibly extend the season a few weeks.

Political – Ben Hebert, TA

- Nothing New to Report

Property & Marketing – Ben Hebert, TA

Met with Mary and Jon this past month to look at and start updating web page.

Roads & Maintenance – John Buhr, TA/Jon Testut, TA/Randy Haley, TA (PMR)

John Buhr, TA (Lead)

This has been a busy month maintaining our roadways, as everything continues to grow quickly. We are actively mowing roadsides and the airstrip plus completing some tree trimming. Both the Community Building and the Rec Center have received attention. There have been tractor maintenance issues taking it out of service but repairs are completed and we are working the backlog. Clearing the burn pile is active, however available space is challenged at times with the volume of drop-offs. A listing of our top 12 locations for cross street culverts has been developed and forwarded to Benton County, with a location map. We will follow-up with them to identify and schedule, how many will be completed in 2017.

Roads and Maintenance Work Requests / Action Items:

If you have contacted us and we have not acted nor contacted you, please get back to us again. Our goal is to not only address your request, but also contact you to improve communications. Thanks

Jon Testut, TA

- New Holland Tractor BMR41 continued maintenance/repairs required.
- Maintenance truck repairs
- Investigating extended warranty contract for tractor. See old business.
- Ditch Bank Mower - See old business.

Burn pile – we have changed the procedure to chip instead of burning. People dumping over fence. We are trying hard to keep up with it. Quite a bit in burn pile that is caked with leaves and rock that cannot be put thru chipper. Jon indicated he has intention of asking the board to buy a leaf shredder so we don't have to burn.

Randy Haley, TA (PMR)

4 loads of red dirt were brought in for Wild Rose Lane. The price for red dirt was \$693.19. A load of dirty base was also brought in for Wild Rose Lane. The load cost \$258.85.

The four large piles of red dirt were worked down and gravel was harvested out of creek in China Hollow.

A total of 12 loads has been hauled to Tenderfoot Lane.

Our plan, at this time, is to continue our harvesting and hauling as soon as the truck is repaired and back in service.

Posy Mountain has also been mowed.

Security Patrol – Phil Williamson, TA

LBV:

No incidents this past month.

PMR:

- Nothing new to report

Social – Mary Gray, TA

We took in \$1,216.00 for food and the cakewalk at the July Fireworks Celebration. The total expenses were \$476.01. We donated \$600 to Fireworks fund. The committee will ensure the food is purchased & provide servers for the Annual Fly In scheduled on September 9th.

Starting to work on December Social. Looking for someone to do a social in October.

Tech Support – Jon Testut, TA

- Installed additional computer in lobby.
- Revision of website as requested.

Water & Sewer Liaison – Ben Hebert, TA

- Nothing to report

Old Business (*Status Update*):

- Covenant Change - Phil, Mary, and Jon will read over the rest of the covenants to check for typos and get back with Tamy. – Still Working on
- Increase Property for sale – Ben Hebert - Would like to raise all the lots to reflect lowest price as \$1,000. The billboard says lots starting at \$1,000. There are only 2 of them under \$1000. Will discuss after some research at next meeting. Will look at list for new assessments for lots and get back with the board. - *Carry Over to next Board Meeting*
- Web Site Committee – Mary Gray - The Web Committee met on July 31st to discuss making improvements to our website. The Committee had several suggestions such as adding a link to the Benton County Convenience Center, removing the music, adding several numbers to frequently called numbers. The Committee will meet again to discuss more changes and updates that have been requested. There are 2 websites that are being worked on. One is our regular website the other is the property website that will be linked to our website.
- Tractor Repair/Warranty – Jon Testut – Looking into purchasing an extended warranty. Will bring to next board meeting. – *Carry Over to next Board Meeting*
- Lock Repair/Replace – Jon Testut - Tennis court does not have lock – it was used to replace one on Lobby door. Are in process of a community vote that involves the tennis courts. Do not want to spend \$750 until we find out the outcome.
- Internet speed increase – Jon Testut – We have increased to 20 meg bits for extra \$10.
- Access Road Cedar Acres – Jon Testut – A map was handed out. A property owner (po) would like to go thru Lot 43 & 64 to access Lot 63. The PO does not own Lot 64. Access to lot 63 off of Cedarview is almost impossible due to angle to access lot. The PO needs to get easement from 64 lot owner. PO plans to not cross his own property (Lot 44) to access 63. When or if he gets easement, he needs to come to Board or ACC with his plans. What kind of road is he planning? LBV will not be taking care of road. Board concerned about maintenance of road if allow to be built.

Motion was made to permit Property Owner to check on a right of way from Lot 64 Property Owner. After permission (easement) is given/received from Lot 64 Property Owner, he can cut the road.

M/S/C

Randy Haley/Corey Maish/Unanimous

- Sale of Ditch Mower – Jon Testut – It is sold. Had 4 people call on it after it was sold.
- Oath of Office (redux) - Jon Testut – Wanted to remind the board that we signed an Oath to not devolve confidences to non-trustees. It is to make sure privacy is protected as far as our membership is concerned.

New Business:

- Letter Folding Machine – Jon Testut – Thank you Tamy and Phil for the folding machine. We have been borrowing NEBCO's for years.

- Fly-In – Jon Testut – Suggestions: Mary -> Friday, Sept 8, work day the day before to get everything set up the day before. Jon has list to do. Looking for Bouncy House. Will need to make \$50 deposit. A remember we have a very limited budget so must be very careful. Need volunteers to direct traffic, serve, etc. Mary will be getting groceries. Jon has already gotten the door prizes and balloons. Jon has the cooks lined up.
- Copier – Jon Testut – have new copier – Copy World will be in to check it over and get it hooked up. This was donated to us by LBV Community Church. We would sell the old copier and give the monies to the LBVCC as a token of their generosity of giving us the copier.
- 10-Year Old Performance (PMR U11 495-6) Deposit Return Request from ACC – A copy of a letter written by ACC was presented to the board. The ACC recommended giving her 50% of her deposit back as a gesture of good faith as letters were sent stating construction had not started and to please notify office if you would like deposit returned. They would have to start process again with ACC if deposit was returned. There has been work done to the lot, partial clearing, culverted entrance, septic and well are in place. Jon Testut, ACC TA, said that it was due to health issues they are requesting the deposit back.

A motion was made to pay back complete deposit of \$2,500. They have paid their dues the last 10 years and now they are having health issues.

M/S/C Randy Haley/Corey Maish/Unanimous

Housekeeping

- *None*

Adjournment

A motion was made to adjourn.

M/S/C Ben Hebert/Mary Gray/Unanimous

Adjournment at 7:38 pm

The next Board Meeting will be September 11, 2017.

John Buhr, President

Jon Testut, Vice President

Phil Williamson, Secretary/Treasurer

Mary Gray

Randy Haley

Corey Maish

Ben Hebert