

**Lost Bridge Village Community Association, Inc.**

**Board Meeting Minutes**

June 11, 2018 @ 6:00pm

Call to Order of Regular Meeting by President John Buhr @ 6:00 pm

Trustees Present:        John Buhr, President     Mary Gray  
                                 Hugh Fenner                     Phil Williamson  
                                 Ronnie McClellan         Carrie Webb

Trustees Absent:         Jon Testut, VP

Approval/Discussion Agenda

M/S/C                     Phil Williamson/Carrie Webb/Unanimous

Comments Approval/Discussion of April 9, 2018 minutes

Comments Approval/Discussion of April 19, 2018 Board of Trustees Special Meeting Minutes

Comments Approval/Discussion of April 26, 2018 Board of Trustees Special Meeting Minutes

**Visitors:**

Dennis Jones – Wanted an update about the meeting with Luther the Friday after the last board meeting.

**John Buhr:** We are still waiting for final cost for the site work for it. He seems to be agreeable to the construction cost, it is just the site work. I will reach out to him this week to see where he is. I will also give you a call once I get the scope of work from him. I don't have any experience of building tennis courts but if you have some experience, we can sit and look at chain link fence heights and materials. The discussion continued with details of 60 x 120 tennis court. Mr. Jones has a name of someone who has done this in the past he can give LBV. There was also a discussion about Pickleball and basketball on the tennis court.

Ann Schaffner – Came to listen about what is going on with tennis court. She asked if it will be "even-steven". Mr. Buhr said it will be 1 tennis court not 2 like there is now. LBV will probably come out ahead when it comes to value. The tennis court will be tucked away into the wooded property in the rec area by the pool. The narrow end will be towards the lake. The current plan is to leave the playground alone, but we may look to move it towards the swing set. Ann is concerned about the area being a swamp. What can be done about all the rumors/talk? Mr. Buhr said if this materializes, we could have a village hall meeting. Mr. Buhr thinks it will be a couple of weeks before anything is decided.

# Treasurers Report

May 31, 18

## ASSETS

### Current Assets

#### Checking/Savings

1000 · CASH IN MONEY MARKET - 0172	109,202.09
1001 · CASH IN CHECKING - 7265	26,240.80
1003 · ARVEST CAPITAL IMPROVEMENT 0743	
1003-A · AIRSTRIP IMPROVEMENTS	1,096.80
1003-B · COMM BLDG IMPROVEMENTS	1,000.00
1003-C · VILLAGE HALL IMPROVEMENTS	1,707.56
1003-D · REC CENTER IMPROVEMENTS	5,114.66
1003-E · LIBRARY IMPROVEMENTS	146.78
1003 · ARVEST CAPITAL IMPROVEMENT 0743 - Other	<u>20,463.98</u>
Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743	29,529.78
1007 · CASH CONTINGENCY M/M FUND 9016	52,896.15
1010 · BUILDING DEPOSITS	<u>29,650.00</u>
Total Checking/Savings	247,518.82

May Profit and Loss - Actuals vs. Budget					May Year-to-Date Summary				
	Account	May Actuals	May Budget	\$ Diff	YTD - April Actuals	YTD - April Budget	\$ Diff	2017 Annual Budget	% of Annual Budget
Assessment Income	4000	\$15,545	\$1,589	\$13,956	\$192,533	\$182,948	\$9,585	\$198,641	97%
Donations	4100	\$332	\$0	\$332	\$3,749	\$2,820	\$929	\$5,200	72%
Total Income		\$19,780	\$4,219	\$15,562	\$204,819	\$193,662	\$11,157	\$216,866	94%
Maintenance	7200	\$8,007	\$4,991	\$3,016	\$19,426	\$21,685	-\$2,259	\$55,354	35%
Rec Center	7400	\$1,958	\$6,908	-\$4,950	\$10,843	\$16,202	-\$5,360	\$33,775	32%
General & Admin	7500	\$7,940	\$6,833	\$1,107	\$30,806	\$36,703	-\$5,897	\$93,640	33%
Community Building	7600	\$2,882	\$982	\$1,900	\$6,655	\$4,906	\$1,749	\$11,780	56%
Roads	7700	\$1,051	\$853	\$198	\$4,519	\$8,553	-\$4,034	\$18,317	25%
Capital Improvements	7900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Expenses		\$21,839	\$20,567	\$1,271	\$72,249	\$88,050	-\$15,801	\$212,866	34%

#### Income:

Collected nearly \$19,000 in Assessment Income and Late Fees exceeding the monthly forecast by \$17,000. Late Fees income year-to-date (\$5,968) has already exceeded the annual budget of \$5,000. Still work to be done to meet the total annual income forecast.

#### Expenses:

Generally speaking for the month of May, expenses were in line with the exception of the following accounts:

#### Maintenance:

- 7206 Spring Clean-Up billing came in May instead of April \$3,150
- 7223-A Repairs for the dump truck, power washer and parts for the blade trimmer \$1,235
- 7422 Maintenance for Rec Center - primarily costs to complete the Pool Office \$1,053
- 7511-A PayPal Fees \$271
- 7535 Accounting \$1,750 - budgeted in April invoiced in May
- 7622 Maintenance Community Bldg - water leak on side of building \$2,414

	# PAST DUE	Feb 2018 Finance Charge	2018 Maint Billing 12/15/17	Prior Year Past Due		
		1 - 90	91 - 160	> 160	TOTAL	LIENS
CAC	1	\$231	\$336	\$1,976	\$2,543	1
CCA	8	\$785	\$1,328	\$6,521	\$8,634	4
DWD	7	\$707	\$1,120	\$5,952	\$7,779	3
FHS	18	\$1,233	\$2,700	\$9,481	\$13,414	10
LBS	16	\$669	\$3,072	\$3,617	\$7,358	6
MOU	15	\$1,097	\$2,819	\$8,152	\$12,068	7
PMR	72	\$8,842	\$10,803	\$74,255	\$93,901	33
WMT	5	\$179	\$832	\$955	\$1,966	1
TOTAL	142	\$13,743	\$23,011	\$110,909	\$147,663	65

Notes:

1. Major progress in collecting past due fees
2. Total past dues at the end of April was 172, as of the end of May the count is down to 142
3. A total of three of the accounts collected had a lien on the property
4. Will continue to press forward and collect more past due accounts

Motion was made to approve May's Financial.

M/S/C Mary Gray/Carrie Webb/Unanimous

**Officers Reports:**

**President – John Buhr**

- No Report

**Vice-President – Jon Testut**

- Nothing to report

**Trustee Reports:**

**ACC Liaison – Jon Testut**

June 4, 2018 ACC Meeting

**Guests/Applicants Present:** None

**TA Report:** Jon reported that the below items were presented to the LBV Board for review and approval.

- Approved the new ACC members
- Approved BS&P verbiage changes regarding the removal of the retiring ACC members and the addition of the new ACC members
- Approved the set-back variances for the Robert Poole building permit

**Chairman Report:**

- John shared an editorial newspaper article regarding the Bella Vista Property Owner's Association.
- John called Benton County regarding the Pharris deck project. He is awaiting a call back. In addition, the Committee will inquire as to their (Benton County) deck repair guidelines and when a permit is required vs. no permit needed.
- Rhonda visited with Mary Caroom regarding a slight deck variation from the original plans submitted. It was determined that the change would not alter her project approval.
- Roy Widmann - Subsequent to the ACC meeting, the Benton County building permit and septic approval were received in our office.

**Discussion Items:**

Building Extension Issuance/Additional Fees/Violation Penalties: One suggestion discussed was

possibly charging an administrative fee plus an escalating extension fee for projects that are not completed during the initial building permit time-frame (18 months). These topics will be revisited at next month's meeting.

**New Business: NONE**

Next meeting will be: July 9, 2018, at 9:00 AM

**Airstrip** – Jon Testut, TA

- No Report Turned In

**Community Building** – Mary Gray, TA

Ben & his crew have completed their repairs on the ongoing leak on the exterior wall. We will see if they have solved the problem when we have our next big rain.

The Hobbits donated \$200 for downstairs. They asked to maybe use for a knife set (big ones not steak knives). If monies left over, want to use to go towards building shelves in kitchen closet. Faith Marshall gave us an extra \$200 for the bench so we have \$700 for it. Will be getting it ordered.

**Covenant Compliance & Review**

Phil Williamson, TA – LBV

Reached out to the homeowner on Cedar for an update, plans to clean up the property are moving along however slower than expected. Will touch base with the owner the first of September.

Ronnie McClellan, TA – PMR

- Nothing to Report

**Legal and Insurance** – Phil Williamson, TA

Legal

Nothing new to report

Insurance

Nothing new to report

**Library** – Mary Gray, TA

Our Little Free Library is registered and up and running. You can find it on their worldwide map at [littlefreelibrary.org](http://littlefreelibrary.org). The Friendly Book Store gave us a box full of children's books at no cost to add to our Little Free Library. Pat McCann did a fabulous job designing, building, and installing it. Pat is sending him a thank you card and gift certificate from Pat and the Board. Our regular Library is running smoothly, and we have been received many book donations which I am currently sorting.

**Parks and Recreation** – Hugh Fenner, TA

The pool is open. Pipe leaks in pump house stopped, chlorine dispenser cleaned and functioning, new tops on both ficen tanks (have reserve for emergency).

Discussed pool and problems.

4<sup>th</sup> of July on Schedule. Only thing outstanding is the corps of engineering permit that has been applied for. Now taking donations. If you know of any business I need to contact, please let me know.

During board meeting discussed the 4<sup>th</sup>. The Social Group will be setting up on July 3<sup>rd</sup> @ 9am. Mary sent out email to Social Group in search of Volunteers. She has not heard back yet. Discussed having snow cone machine but need more volunteers. Carrie volunteered to do the snow cones. Need someone to go by NEBCO and pick up ice. Now that we have freezer at Rec Center, it can be stored down there. Need A LOT of ice. Carrie volunteered to get the ice (15 – 20lbs ice). Hugh requested a diagram of how things need to be set up.

John Buhr said he usually meets with fireworks people on the morning of the show, it takes about 5 or 6 hours to set up, so he usually buys them pizza. On the 3<sup>rd</sup> John will set up stakes for zone – will use the caution tape and run it from pool to picnic table. John will coordinate with NEBCO to drop the buoys in lake.

**Political** – Carrie Webb, TA

I have created an outline (building on an existing outline) for policy and procedure for an election committee which I will present to the board for consideration. Once the outline is approved by the board I will begin seeking volunteers to fill the committee positions.

**Property & Marketing** – Carrie Webb, TA

- Continuing to work on connecting interested buyers with available lots.
- Continuing to work to update maps with current info and evaluating LBVCA lot values.
- I have put together a few plans for marketing our LBVCA Lots FOR SALE including the launch of our [lostbridgevillage.properties](http://lostbridgevillage.properties) website which I will continue to update and begin adding photos to in the coming weeks, I have also began listing our lots FOR SALE through Zillow.com which has generated 96 views on a single lot in Deerwood Subdivision since 6/1/2018 (this is the only lot currently listed on Zillow, it is a test run).
- I will propose we launch an OFFICIAL Facebook page very soon and begin using Facebook to advertise our Lots FOR SALE as well as provide valuable updates and info pertinent to our association.

**Roads & Maintenance** – John Buhr, TA/Jon Testut, TA/Ronnie McClellan, TA (PMR)

John Buhr, TA (Lead)

Mowing continues to be a propriety with the most time scheduled weekly. There were several property owner calls as to why the mowing was not completed prior to the holiday weekend. There were a couple of reasons that contributed to this; one was the weather which accelerated grass growing as we don't have a spring, another is that we rented a track hoe for a week and worked on the water leak repair to the south wall of the Community Building, plus worked on four of the five cross street culverts on Dogwood. In addition, we cleared a holding pond area at White Oak for water runoff management. This specialty work delayed mowing but was a timeframe when we could rent this equipment. The results will improve roadway conditions during the next rain event. At this time, the mowing is almost back on schedule and we don't anticipate future delays to the schedule. We continue to reach out to Benton County Roads for the Black Oak culverts and have been told they will be completed but don't have a defined schedule. I will continue to coordinate with them and provide updates.

**Roadway tree, brush and leaf removal is on our schedule during this month with some work started. If you want to volunteer, please call the office, and provide what days and timeframes you can volunteer.**

Jon Testut, TA

- Repaired various tools and equipment as needed.

Ronnie McClellan, TA (PMR)

- Ronnie and John will get together and check on a road problem in PMR Ronnie mentioned.

**Security Patrol** – Phil Williamson, TA

**LBV:**

The incident relating to the individual stealing medicine from homes has had an official complaint filed with the Sheriff's Department.

Still have an opening for a Captain in Zone 2.

**PMR:**

- Nothing to Report

**Social** – Mary Gray, TA

A social is scheduled for June 2, 2018-6:00 p.m. at the Recreation Center. Music will be provided by the Lost Bridge Trio.

**Tech Support** – Jon Testut, TA

- Placed order for 2018 LBVCA Phone Directories with FedEx/Kinko printing.
- 500 books printed on white 32# bond with 65# cardstock cover, folded to 8 1/2" x 5 1/2", and bound with two staples. Delivery in approx. 10 days.

**Water & Sewer Liaison** – Carrie Webb, TA

LBV Water & Sewer District met and continued discussion of maintenance. They are going to maintain the highest priority on the continued Sewer Plant updates.

**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
- LBV Communications Progress Leadership Team – John Buhr – John needs to get email sent out on this.
- Bylaw review and update Leadership Team – John Buhr – Still working on, John is working on the rewrite based on the last meeting.
- Facebook/Websites Leadership Team – Carrie Webb – Tamy and I went over this. The Association Facebook page nobody can post to, it is for information only. The Community page is a community page where people can communicate back and forth. We are setting up the rules on the community page, no hate speech, political, etc. Will get 1 warning, a 2<sup>nd</sup> warning and the 3<sup>rd</sup> time you will be kicked off the page. Will give a demonstration when all completed.
- 40 Gallon Sprayer – Jon Testut wanted to purchase. Found a really good price where he is at. Ronnie said you can use a sprayer for free if you take a chemical class. Just need to show your certificate to MFA and you can use any size sprayer for free. Ronnie will get more information.
- Amenities for Rec Center – John Buhr – scratch this item

**New Business:**

- Credit Card Limit/Responsibility – Phil Williamson – put on hold until next meeting.

A motion was made to adjourn.

M/S/C Phil Williamson/Mary Gray/Unanimous

**Adjournment at 7:40pm**

**The next Board Meeting will be July 9, 2018.**

\_\_\_\_\_  
John Buhr, President

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Jon Testut, Vice President (absent)

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Phil Williamson, Secretary/Treasurer

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Mary Gray

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Ronnie McClellan

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Carrie Webb

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Hugh Fenner