

Lost Bridge Village Community Association, Inc.
By Teleconference (COVID-19)
Board Meeting Minutes – Open Call in for Members
July 20, 2020 @ 6:00pm

Call to Order of Regular Meeting by Treasurer Wayne Gunnels @ 6:00pm

Trustees Present: Wayne Gunnels Kirk Schuenemann
 Debby Overstreet Russ Lamer

Trustees Absent: John Buhr, President Carrie Webb, Vice-President

Approval of Agenda

➤ **Motion was made to approve the Agenda**

M/S/C Russ Lamer/Wayne Gunnels/Unanimous

Recognition of Members, Visitors, & Comments

- Various – Please hold comments and questions until after Business Meeting to ask questions. The comments, questions and concerns will have a 3-minute time limit. We will capture your name and number and a board member will get back to you.

Phil Williamson – In the Covenant issue, I think I heard Debby say one of the houses had been sold. There was a discussion about past due assessments and who would pay. It is nice to know we are collecting back assessments.

Bruce Bakke – I live on the corner of E Airport Drive & Stoney Ridge Road. I know Stoney Ridge is a County Road and it needs repaving. The last time it had attention was over 10 years ago. The chip and seal they did has deteriorated badly. 2 years ago, the county came out and graded it again and really made the road worse. Can we get Stoney Ridge paved? What is the plan in the coming year on paving?

Kirk – As far as he knows, Stoney Ridge was not on the list at Benton County. Last I heard they had changed their plan and was looking at paving E Airport Road. John Buhr had been talking to them about it, so I am not sure what is going to happen. Mr. Bakke is going to call the County on it again.

Steve Bray – I noticed the May Minutes and Financials are not posted on the website. I ask if we could keep the website up to date with the postings.

Ellen Rinard – Is there a way each year that we can find the contact information for board members? Is there a reason why we do not want to put it on the website?

Wayne – That is something we can address.

John Graves – I want to respond to Ellen’s comment, I would suggest, if you put the information on website, put it by positions, do not put anything personal on there. Just a thought.

Ellen Rinard – I have another thing to bring to your attention. I live down below the airport on Oak Leaf Circle and as I drive and come down the west side of the airstrip, right where you have to yield at Oak Leaf, there is a huge pot hole there and it is impossible to avoid it because it takes up more than half the road. If they are truly going to pave something in the area of the airport, it would be a nice add on at the end. I personally don’t understand why they would want to pave E Airport, I don’t see anything wrong with it. Maybe the pothole can be added on to paving anything in the area.

Steve Bray – I know John is not there but has the board discussed the Fly-In at all? September 19th is the date set for the Fly-In. A decision needs to be made soon.

Phil Williamson – If I am still in charge of it, there will be no Fall Clean-Up due to people interacting, handling of the items, etc. I think we can hold off until Spring next year. That is just my personal feeling on it. Benton County is the one who supplied us for the trailer for the electronics and tires; and last I heard they are not back open yet.

Comments Approval/Discussion of June 20, 2020 Executive Board Minutes

- **Motion was made to approve June 20, 2020 Executive Board Minutes**
M/S/C Debby Overstreet/Wayne Gunnels/Unanimous

Treasurers Report – June 2020

BALANCE SHEET - June 30, 2020

Current Assets

Checking/Savings

1000 · CASH IN MONEY MARKET - 0172	77,037.33
1001 · CASH IN CHECKING - 7265	29,930.46
1003 · ARVEST CAPITAL IMPROVEMENT 0743	
1003-A · AIRSTRIP IMPROVEMENTS	1,096.80
1003-B · COMM BLDG IMPROVEMENTS	2,250.00
1003-C · VILLAGE HALL IMPROVEMENTS	451.56
1003-D · REC CENTER IMPROVEMENTS	4,735.93
1003-E · LIBRARY IMPROVEMENTS	445.73
1003-F · TENNIS COURT	36,387.52
1003 · ARVEST CAPITAL IMPROVEMENT 0743 - Other	<u>20,711.95</u>
Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743	66,079.49
1007 · CASH CONTINGENCY M/M FUND 9016	77,616.91
1010 · BUILDING DEPOSITS	<u>36,375.00</u>
Total Checking/Savings	287,039.19

June 2020 - Profit and Loss - Actuals vs. Budget

	Account	June Actuals	June Budget	\$ Diff	% Diff
Assessment Income	4000	\$2,041	\$5,600	-\$3,559	-64%
Late Fees Collected	4090	\$509	\$1,350	-\$841	-62%
Donations	4100	\$2,400	\$1,703	\$697	41%
Other Income		\$150	\$388	-\$238	-61%
Total Income		\$5,099	\$9,041	-\$3,942	-43.6%
Maintenance	7200	\$2,865	\$6,108	-\$3,243	-53%
Rec Center	7400	\$1,434	\$5,679	-\$4,245	-75%
General & Admin	7500	\$4,535	\$5,425	-\$890	-16%
Community Building	7600	\$433	\$555	-\$122	-22%
Roads	7700	\$1,049	\$1,617	-\$568	-35%
Capital Improvements	7900	\$0	\$850	-\$850	-100%
Total Expenses		\$10,315	\$20,234	-\$9,919	-49.0%

2020 - Year to Date

YTD Actuals	YTD Budget	\$ Diff	% to Budget
\$188,366	\$183,750	\$4,616	103%
\$3,227	\$3,870	-\$643	83%
\$4,085	\$6,612	-\$2,527	62%
\$2,181	\$5,402.00	-\$3,221	40%
\$197,860	\$199,634	-\$1,774	99%
\$16,091	\$27,632	-\$11,541	58%
\$12,877	\$19,558	-\$6,681	66%
\$42,812	\$50,936	-\$8,124	84%
\$4,946	\$4,010	\$936	123%
\$8,469	\$7,348	\$1,121	115%
\$5,287	\$13,260	-\$7,973	40%
\$90,483	\$122,936	-\$32,453	74%

Income:

- ~ Assessment income finished \$3.5k below budget for June. Assessment income is +\$4.6k ahead of budget for the year or +3%.
- ~ \$509 in late fees were recorded in June. Late fees are -\$643 behind budget for the year.
- ~ \$2400 in donations were collected for 4th of July Fireworks.
- ~ Total income for June was behind budget by -\$3.9k. Total income is tracking 99% to budget or -\$1.7k for the year.

Expenses:

7200 MAINTENANCE

- ~ Total LBV Maintenance finished -53% below budget in June.
- ~ Savings came from equipment repair and LBV work, which includes mowing and misc labor.
- ~ Total LBV Maintenance is -42% to budget YTD or -\$11.5k

7400 RECREATION CENTER

- ~ Rec Center expenses were -75% below budget for June.
- ~ \$921 for pool repair was the primary expense in June. \$3k was saved with absence of the pool manager during closing.
- ~ Rec Center expenses are below budget by -\$6.7 or -34% to budget YTD.

7500 GENERAL AND ADMINISTRATION

- ~ Gen/Admin expenses were -\$890 under budget in June. Savings came from unused legal costs that were budgeted.
- ~ Admin expenses are -16% to budget YTD.

7600 LBVCA COMMUNITY BUILDING

- ~ Community Building expenses were under budget by -\$122 in June.
- ~ Expenses are over budget by +23% YTD, due to Maint/Repair costs 7622.

7700 ROADS

- ~ Total Roads was under budget by -\$568 in June.
- ~ Roads Dept is +\$1.1k or +15% over budget through June.

TOTAL EXPENSE

- ~ Total expenses for June finished -49% below budget. Expenses for the year are -\$32.4k below budget or -26%.

➤ **Motion was made to approve June's Financials.**

M/S/C

Russ Lamer/Kirk Schuenemann/Unanimous

Officers Reports:

President – John Buhr

- Nothing reported

Vice-President – Carrie Webb

- Nothing to report

Trustee Reports:

ACC Meeting Minutes for July 6, 2020

Cancelled due to no Property Owners attending. Still working with Property Owners outside monthly meeting for their convenience.

Next meeting Monday August 3, 2020, at 4 PM (Tentative)

Airstrip – John Buhr, TA

The windsock was replaced this month with the assistance of Steve Bray. In addition, we walked the airstrip and began to develop both a maintenance and an improvement plan. Next month we will continue to move forward with the maintenance plan and cross reference the budget for improvements.

Community Building – Russ Lamer, TA

Building remains closed due to safety concerns. A discussion will be held at the next board meeting to discuss reopening plans. We had gotten some information about area libraries opening up and some of the guidelines of what they were doing. We need to tweak some of the recommendations they had for theirs and possibly opening it back up on a limited basis.

Covenant Compliance & Review - Spreadsheet with ongoing investigations/actions provided

Kirk Schuenemann, TA – Nothing to report

Russ Lamer, TA - There was a report of unauthorized tree cutting as well as signs of an encampment next to 17870 Posey Mountain Cr. The property was visited, and violations confirmed. A letter will be drafted and sent to the property owner. We are still going forward with some of the complaints that we have had.

The property on Redbud remains in violation of the Village covenants. Further action will be required. Russ suggested that 2 or 3 of the board need to go and have personal contact with the resident and see what we come up with and action plan to get it taken care of.

Debby Overstreet, TA – Sent updated Spreadsheet for Covenant Compliance. A little progress has been made with properties with trash. The bank owned property on Hickory has been cleaned up. We are working with Benton County Environment and Benton County Sheriff on some complaints, so those are still open. We do have an owner who received a letter along with our attorney for the next action.

Legal and Insurance – Wayne Gunnels, TA

Legal

Council is providing a written legal opinion with the ballot initiative and next steps on the tennis courts.

Insurance

Nothing to report.

Library – Russ Lamer, TA

We are working on a plan to reopen library and stay within the CDC Guidelines.

Parks and Recreation – Kati Griffin, TA

Pool - Pool successfully opened July 1st, 2020

Rachelle Howard accepted the rec center manager role and is managing the pool's day to day capacity, maintenance, and sanitation.

- Average daily turnout has been 15-20 per day; Max capacity was reduced to 45 to comply with COVID19 social distancing guidelines
- Water aerobics was incorporated back into the pool schedule with a max capacity of 10 people on Monday, Wednesday, and Friday.
- Invested in a pool vacuum system (AKA Kirby) to replace broken pool vacuum.
 - A cost-effective daily solution that assists with the daily cleaning and pool maintenance

Needs:

- It was determined after the board meeting in June that the pool falls under restrictive guidelines and a smaller pump cannot be installed. A couple of adjustments were made to buy some time, but the fix is not a permanent solution. There are a couple of suggested options but cannot move forward until the pool is closed for the season.
 1. Confirm if the main drain is leaking; If it is not, then open it back up and use current pump as normal.
 2. If the drain is leaking, then we will explore options to purchase and install a variable speed pump.

Fireworks –

- Display overall a huge success
 - Received excellent feedback verbally from the community and from the community Facebook page
- Received donations for the fireworks display with the total donation around \$2,800.

Need To:

- Develop a plan to prevent fireworks debris from falling into the pool during the display
 - The debris falling into the pool is hard on the pool system
- Initiate a fund-raising campaign for 2021 to cover 4th of July expenses; hopefully with no COVID restrictions
 - Begin reaching out to local businesses & village locals
 - Utilize community Facebook page and any local mailings to raise funds

Property & Marketing – Debby Overstreet, TA

- Nothing to report

Web Design – Carrie Webb, TA

- Nothing to report.

Election – Carrie Webb, TA

- Nothing to report.

Roads & Maintenance – Kirk Schuenemann, TA

- Nothing to report.

Security Patrol – Russ Lamer, TA

I have seen Facebook posts regarding burglaries and thefts on Black oak and White Oak. The Sheriff's Department has apparently been notified, but residents are urged to lock vehicles and homes and report anything suspicious to the Benton County Sheriff's Department.

Our Security Patrol are looking for things and they will call but it also takes the residents to call the Sheriff Department to report that kind of thing. The Security Patrol does not have the authority to do anything other than call and report to Benton County Sheriff Department.

Social – Carrie Webb, TA

- Nothing to report

Tech Support – Debby Overstreet, TA

- CCS has begun the work to ensure integrity and operability of the office network, they are about 90% done.

Needs:

- May need to investigate purchase of additional equipment- will obtain details for August meeting and work to take advantage of Fall sales
 - Computers located in the lobby for use by village residents may have reached their expected life span
 - If those are replaced, suggest we consider adding computer to maintenance office at the same time (currently Ryan uses his personal laptop or travels to office to use old village resident computers)

Old Business (Status Update):

- Black’s proposal for Tennis Courts – John Buhr – Not available

New Business:

- Regular trash service for Maintenance Bldg (Cost \$18.06 per qtr - \$6.02 a month) – Kirk said there was no reason we should not have trash pickup at Maintenance Bldg. Wayne agreed that \$6 a month will fit into the budget. Tamy will call them tomorrow to line it up.

➤ **A motion was made to have a trash can for Maintenance Building.**

M/S/C Debby Overstreet/Wayne Gunnels/Unanimous

➤ **A motion was made to adjourn.**

M/S/C Wayne Gunnels/Debby Overstreet /Unanimous

Adjournment @ 6:41pm

The next Board Meeting – August 17, 2020 @ 6pm

John Buhr, President (Absent)

Carrie Webb, Vice-President (Absent)

Wayne Gunnels, Secretary/Treasurer

Russ Lamer

Kirk Schuenemann

Debby Overstreet

Kati Griffin