

Lost Bridge Village Community Association, Inc.

Board Meeting

May 14, 2018 @ 6:00pm

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

Trustees Present: John Buhr, President Mary Gray
 Jon Testut, VP Phil Williamson
 Hugh Fenner Carrie Webb

Trustees Absent: Ronnie McClellan

Approval/Discussion Agenda

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

Approval/Discussion of March 10, 2018 Minutes

M/S/C Jon Testut/Phil Williamson/Unanimous

Visitors:

Steve Bray – Nothing at this time

Dennis Jones – Tennis Court – Everything has been kept up in village except the tennis courts. What is the status of it?

John Buhr – A vote went thru last year to allow for land exchange or to build a new tennis court at rec center. Time Square is going to build LBV a new tennis court at no cost to village depending on the bids. We are meeting Friday to discuss the bids. It would cost \$20-30,000 to redo the existing tennis courts.

Mr. Jones volunteered to help and can give us names of others who are willing to help.

Treasurers Report

Apr 30, 18

Current Assets

Checking/Savings

1000 · CASH IN MONEY MARKET - 0172	109,166.20
1001 · CASH IN CHECKING - 7265	23,813.86
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	52,880.94
1010 · BUILDING DEPOSITS	<u>34,750.00</u>
Total Checking/Savings	250,140.78

April Profit and Loss - Actuals vs. Budget					April Year-to-Date Summary				
	Account	April Actuals	April Budget	\$ Diff	YTD - April Actuals	YTD - April Budget	\$ Diff	2017 Annual Budget	% of Annual Budget
Assessment Income	4000	\$6,963	\$4,370	\$2,593	\$176,988	\$181,359	-\$4,371	\$198,641	91%
Donations	4100	\$1,638	\$1,200	\$438	\$3,417	\$1,200	\$2,217	\$5,200	23%
Total Income		\$9,878	\$6,550	\$3,328	\$184,898	\$189,443	-\$4,545	\$216,866	87%
Maintenance	7200	\$2,285	\$8,137	-\$5,852	\$11,419	\$16,694	-\$5,275	\$55,354	30%
Rec Center	7400	\$1,191	\$1,649	-\$458	\$8,885	\$9,294	-\$409	\$33,775	28%
General & Admin	7500	\$5,318	\$8,118	-\$2,800	\$22,867	\$29,870	-\$7,004	\$93,640	32%
Community Building	7600	\$704	\$982	-\$278	\$3,772	\$3,924	-\$152	\$11,780	33%
Roads	7700	\$793	\$2,503	-\$1,710	\$3,468	\$7,700	-\$4,232	\$18,317	42%
Capital Improvements	7900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-
Total Expenses		\$10,291	\$21,389	-\$11,098	\$50,410	\$67,482	-\$17,073	\$212,866	32%

Percentage of money spent toward the annual budget number incorrect. The May numbers have been corrected.

April Notes:

Income	Made some improvement in assessment income								
	Donations exceed budget due to Spring Clean Up. Actual \$1,610 budget was \$1,200.								
Expenses	7202 - Day Labor - budget of \$1,344 actual of \$0								
	7206 - Spring Clean Up - will see expense in May as bills for dumpsters have not been received Will be over budget by approximately \$700 due to addition of one more dumpster								
	7251 - LBV Work - under budget by \$1,549								
	7427 - Rec Center propane paid in March budgeted in April for \$473								
	7535 - Accounting - received bill but have not received final Journal Entries from Accountant Have sent two emails asking for this info before paying								
	7701 - Equip Rental budgeted \$650 actual of \$0								
	7752 - Road Material LBV budgeted \$1,000 actual of \$0								
Additional Expenses - not budgeted									
	Pool - Bill's support for the new folks				\$3,000				
	Clean Up				\$700				
	Total				\$3,700				

Current Financial View	View 1	View 2	View 3
Cash in Bank - End of April	\$109,166	\$109,166	\$109,166
Checking Account - End of April	\$23,813	\$23,813	\$23,813
Budgeted Income (May - Dec)	\$27,422	\$20,000	\$20,000
Projected Income	\$160,401	\$152,979	\$152,979
Budgeted Expenses (May - Dec)	\$145,383	\$149,083	\$144,083
Net Income - Projected	\$15,018	\$3,896	\$8,896

PAST DUE ASSESSMENT FEES

AS OF April 30, 2018

	# PAST DUE	Feb 2018 F/C	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	10	\$844	\$1,920	\$6,521	\$9,285	4
DWD	7	\$707	\$1,120	\$5,952	\$7,779	3
FHS	21	\$1,396	\$3,184	\$10,674	\$15,253	10
LBS	22	\$912	\$5,541	\$5,072	\$11,526	7
MOU	18	\$1,159	\$3,315	\$8,275	\$12,749	7
PMR	87	\$9,580	\$16,968	\$77,149	\$103,696	35
WMT	6	\$369	\$2,736	\$955	\$4,060	1
TOTAL	172	\$15,198	\$35,121	\$116,574	\$166,892	68

Notes:

1. Past due invoices mailed in early April.
2. We will be calling those that are still past due mid-May to collect fees.
3. If there are Single Assessment Units associated with a past due account, per covenants, the owner may lose those SAUs.

Motion was made to approve April's Financial.

M/S/C Jon Testut/Carrie Webb/Unanimous

Officers Reports:

President – John Buhr

- Would like to welcome Hugh Fenner as a new Board Member for the rest of this year. He was voted in at the 4/26/18 Executive Meeting. His term will run until March 2019. At that point he can run for a 3-year term. He will be TA for Rec Center/Park Areas.

John handed out Trustee Advisor Duties and Responsibilities sheet he created. An error was pointed out, the covenant Compliance (PMR) falls under Ronnie not under Carrie. Next year there will be 5 open board positions.

Vice-President – Jon Testut

- Nothing to report

Trustee Reports:

ACC Liaison – Jon Testut

May 7, 2018 ACC Meeting

Minutes: March 13, 2018 Special Meeting minutes: Approved

M/S/C Jim Haguewood Sam Reynolds Unanimous

April 9, 2018 meeting minutes: Approved

M/S/C Sam Reynolds Jim Haguewood Unanimous

- **LBS B1 137** – House addition/remodel

Property owner presented plans for an addition of approximately 1300 square feet to the core structure of his home. Total square footage will be around 2400 sq. feet. The Committee approved the project with the following set-back easement variances (eight-foot rear easement and sixteen-foot front easement). A

performance deposit of \$2500 and a \$200 application fee will be collected upon the LBV Board's approval of the easement variance. Jim Haguewood was assigned to the project.

M/S/C Sam Reynolds Jim Haguewood Unanimous

TA Report: None

Chairman Report:

- John announced the ACC resignations: Rich Brundage, Tom Pedano, Hugh Fenner and welcomed our new prospective Committee members (Rhonda Eaves, Jeramy Webb, and Kirk Schuenemann who were in attendance).
- John will contact LBS B1 143 Property owner regarding some deck plan changes and the assignment of her new ACC project member/Rhonda Eaves.
- John will contact PMR U1 11 Property owner regarding needing a copy of his perk test and collecting the \$200 application fee before project checklist can be completed and presented to Benton County.

Discussion Items:

- Building Extension Issuance/Additional Fees/Violation Penalties: Committee was asked to bring suggestions and verbiage changes to the BS&P for discussion and review at next month's meeting.
- Tree clearing at 10682 Cedar Forest - Moderate tree removal on new home building site was for septic field purposes.

Member Reports: Spreadsheet review of the active building projects.

New Business:

A motion was made to approve Rhonda Eaves, Kirk Schuenemann and Jeramy Webb as new Architectural Control Committee Members. Jon Testut will present this to the LBV Board of Trustees for their approval.

M/S/C Sam Reynolds Jim Haguewood Unanimous

Board Actions:

- 1-Board requested to confirm ACC variance of 5ft front lot line
- 2-Board requested to confirm ACC applicants

Airstrip – Jon Testut, TA

- Will be initiated airstrip maintenance

Community Building – Mary Gray, TA

Spring Up

On April 13th & 14th several volunteers met to work on the following: the office & conference were room painted, basement windows & kitchen windows cleaned, refrigerator cleaned, bathrooms cleaned, sidewalks power washed.

Repairs are being made to the ongoing leak on the exterior wall. An update will be provided when the project is complete. Mr. Buhr reported they will have to rent a back hoe, dig it all out and re-tar it. The objective is to have it dug all out and fixed next week.

Covenant Compliance & Review

Phil Williamson, TA – LBV

Nothing new to report.

Ronnie McClellan, TA – PMR

- NO REPORT TURNED IN

Legal and Insurance – Phil Williamson, TA

Legal

Letter of engagement signed with new legal firm representing LBV.

Insurance

Received refund check from Rogers Insurance for \$6,000. This check will be deposited into our

daily checking account, per instructions from the accountant.

Library – Mary Gray, TA

No report submitted by librarian.

Parks and Recreation – Hugh Fenner, TA

There was a discussion about changing the hours the rec center is open. Hugh will get a feel for it after the pool is open and get back with the board. Discussed heating the pool for the water aerobics people. Decided that we would use one tank of propane but when it runs out, the aerobics class will need to pay for the next tank if they want the water heated.

Political – Carrie Webb, TA

I am working to create an outline for policy and procedure for an election committee which I will present to the board for consideration as soon as it is completed. I will then begin seeking volunteers to fill the committee positions.

Property & Marketing – Carrie Webb, TA

Working on connecting interested buyers with available lots.
Working to update maps with current info and evaluating LBVCA lot values.
Working on strategy to market LBVCA lots for sale and LBV as a Community.
Proposed Facebook page will be presenting a short tutorial.
Building an existing web page, we own but currently don't utilize.
Working on designing a FOR SALE sign and getting prices for print. These would be placed on available LBV lots.

Discussed couple of lots that property owner wants to purchase which includes common area. The board will have to put the common property to a vote.

A motion was made to take back PMR U2 759 by quit claim deed and sell it to the interested property owner of PMR U2 741.

M/S/C Phil Williamson/Hugh Fenner/Unanimous

Another property the Village has for sale LBS B1 25, was previously thought sold did not go thru. Carrie contacted previously interested party and they were still interested. Offered \$2,250 plus closing cost and pro-rated assessment fees. I need permission to sell it in 2 payments (she's on monthly income). It would be one payment this month and one the next month.

A motion was made for 2 payments/60-day contract written up and sell LBS B1 25 for \$2,250 plus closing cost and pro-rated assessment fees.

M/S/C Jon Testut/Phil Williamson /Unanimous

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

John Buhr, TA (Lead)

This past month has been volatile with a lot of schedule adjustments/impacts.

Mowing:

Mowing in the Whitney Mountain area has started. Time was spent with clean-up and painting if the Community Building as well as digging out the south wall to work on a long-term water leak into the building. This work is still ongoing.

Benton County Roads:

- a. We were able to coordinate with BC Roads and had the cross-street culvert at Slate Gap and Lodge Drive installed, however the roadways patching needs to be completed.
- b. We met with BC Roads and LBVW&S Building and agreed on installing a cross street culvert there and patching the roadway. R&M has impacted owner approvals.
- c. On Black Oak just up the street from the LBVW&C Building rip-rap has been placed and some concrete applied working to better control water runoff in this area, which is massive. This corner will feed the new culverts once installed. Also, there is a cross street culvert in this area that will be replaced.

Roadway Clearing/Cleaning:

R&M has started Tier One roadway tree and brush trimming on E. Airport which will continue. In addition, the trees on the Dogwood switchback has been approved and will be proceeding.

Late April Heavy Rains:

The heavy rains of late April have required us to change plans to focus on water runoff and roadway cleaning/clearing of debris, which has another day or two for recovery.

Rec Center:

R&M has also spent time at the Rec Center working to replace damaged pipes before the water could be turned back on. These repairs have been completed and the water is on.

Equipment Repairs:

- The truck was off line for a few days with a failed fuel pump.
- The tractor needed to have ballast installed in the tires.
- Both repairs represented an unscheduled MX expense of about \$1,000.

Jon Testut, TA

- Listed old Bush Hog Rotary Cutter on Craig's list for \$350, received \$250.
- Dismounted winter studded tires and mounted summer tires on truck.
- Removed spreader and plow from truck.
- Purchased two new rear tires for Zero Turn mower
- Wired Maintenance building for additional electrical outlets as required
- Wired old maintenance building also.

Ronnie McClellan, TA (PMR)

- NO REPORT TURNED IN

Security Patrol – Phil Williamson, TA

LBV:

Still have an opening for a Captain in Zone 2.

PMR:

- NO REPORT TURNED IN

Social – Mary Gray, TA

A social is scheduled for June 2, 2018-6:00 p.m. at the Recreation Center. More info will follow soon. For the June 2 Social, the pool will close at 5pm. The social will start at 6pm.

Tech Support – Jon Testut, TA

- Renewed Domains, Websites, support tools and SSL certificates with GO Daddy for LBVCA.com and LBVCA.properties

- Shared access with Carrie as she will be editing the properties sites

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. – Phil will get with Tamy to complete this task.
- Pool Manager – Hugh Fenner/John Buhr – Completed – 2 Pool Managers Hired
- Rental Property Leadership Team update - On back burner – will discuss at later time.
- Little Library Update – Mary Gray – According to the librarian, Pat Testut said Pat McCann installed the little free library this morning (Pictures were shown) and the official sign is on it's way. She will fill it with books as soon as the sign arrives. Pat Testut also wanted to know if she could buy a gift card to thank Mr. McCann for building it at his expense. She has already sent a thank you note. The board agreed for Pat Testut to get a \$50 gift card to thank Mr. McCann. This is to come out of the Library Budget.

New Business:

- New ACC Members approval – Jon Testut – 3 members came off the ACC Committee. Need board approval for the new members.

A motion was made to approve Jeremy Webb, Kirk Schuenemann and Rhonda Eaves as new ACC Committee Members.

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

- Board requested to confirm ACC variance of 5ft front lot line – Jon Testut – The ACC needs approval for Property Owner of LBS B1 137 of a 5ft front lot line variance. It will be 15ft from street instead of 20ft.

A motion was made to approve variance of 5ft front lot line for LBS B1 137 Property Owner.

M/S/C Jon Testut/Phil Williamson/Unanimous

- LBV Communications Progress Leadership Team – Jon Buhr – how to communicate to property owners on votes, updates, and changes. Need 3 people:
 - Carrie Webb/Mary Grey/John Buhr
- Bylaw review and update Leadership Team – John Buhr – this is an even year, so the By-Laws need to be reviewed and updated.
 - The whole board needs to go thru it.
- Facebook/Websites Leadership Team – John Buhr - need 3 people: 2 people enough.
 - Carrie Webb/Tamy Niernberger
- Create account with Ace Hardware, Pea Ridge – Jon Testut - House Account would make life a lot easier

Motion was made to apply for Ace Hardware account in Pea Ridge.

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

- Amenities for Rec Center – John Buhr – Need new equipment, freezer, etc. The pop machine is shot. The machine was filled at end of season and with heat shut off, they all exploded and ruined the motor. Cost around \$1,000 to fix it. Hugh will check into getting a machine from a

company that will stock it themselves at no cost to village. The company would keep all the monies from the machine. Need to get a small freezer before July 4th. Already have one for ice cream in the office. Hugh passed out a list of items needed for rec center. Hugh also said the rec area needs power washed. Jon said it will be taken care of.

- There was a discussion about July 4th. This year the men will be buying the food. Social will not be handling the money this year. We need more volunteers to help for the celebration.

A motion was made to adjourn.

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

Adjournment at 8:10pm

The next Board Meeting will be June 11, 2018.

John Buhr, President

Jon Testut, Vice President

Phil Williamson, Secretary/Treasurer

Mary Gray

Ronnie McClellan (absent)

Carrie Webb

Hugh Fenner