

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

**Board Meeting**

February 11, 2019 @ 6:00pm

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

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

Trustees Absent:        Hugh Fenner

**Approval of Agenda**

Agenda approved with addition of an executive meeting after regular board meeting to talk about internal file audit. Motion was approved with the addition.

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

**Recognition of Members, Visitors, & Comments**

Melvin Schoonover – Everyone in here is part of the village, and everyone has covenants to follow that includes the board president and on down. I feel that there have been some violations and needs to be looked at. The Village truck is being driven home at night, has seen kids riding in truck, and being using truck for personal use.

Mr. Buhr asked if he sees this, to please call.

Melvin would like to have hours posted on Maintenance Building what the Maintenance hours are.

Melvin also wanted to make sure that people voting are current on their assessment fees. Carrie Webb said that she is Election TA and this year she has Steve Bray lined up to sit with Office Administer when ballots are opened and verified, they are current. Also, you cannot be on the board if assessments have not been paid. Ballots will be valid until 4 pm Friday, March 8<sup>th</sup>. The Ballot Committee will meet at 5pm on that Friday to get the final tally. The results will be announced at Annual Meeting.

Melvin asked if at the meeting he feels that someone has voted that shouldn't have, who should he follow up with? Carrie said to let the board know and we can verify they are an owner in good standing. Property owners are the ones who vote, not the renters.

Kirk Schuenemann – Just observing

John Niernberger – Just observing

Patrick McCann – Just observing

Steve Bray – Just observing

**Comments Approval/Discussion of November 12, 2018 Board Minutes**

Approval/Discussion of November 12, 2018 Minutes

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

# Treasurers Report

Jan 31, 19

## ASSETS

### Current Assets

#### Checking/Savings

1000 · CASH IN MONEY MARKET - 0172	30,510.25
1001 · CASH IN CHECKING - 7265	147,892.77
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	20,536.52
<b>Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743</b>	29,602.32
1007 · CASH CONTINGENCY M/M FUND 9016	53,095.22
1010 · BUILDING DEPOSITS	36,650.00
<b>Total Checking/Savings</b>	297,750.56

### January Profit and Loss - Actuals vs. Budget

	Account	January Actuals	January Budget	\$ Diff
Assessment Income	4000	\$144,355	\$138,800	\$5,555
Donations	4100	\$118	\$87	\$31
<b>Total Income</b>		<b>\$145,524</b>	<b>\$139,637</b>	<b>\$5,887</b>
Maintenance	7200	\$3,447	\$3,472	-\$25
Rec Center	7400	\$202	\$164	\$37
General & Admin	7500	\$5,732	\$6,947	-\$1,215
Community Building	7600	\$1,518	\$1,018	\$500
Roads	7700	\$272	\$872	-\$600
Capital Improvements	7900	\$0	\$0	\$0
<b>Total Expenses</b>		<b>\$11,171</b>	<b>\$12,473</b>	<b>-\$1,302</b>

#### Income:

Assessment Income for the month exceed the budget plus we are \$7,500 ahead of where we were in Jan 2018  
Phone Book Ad Sales are \$600 more over budget and ahead of last year

#### Expenses:

Overall expenses were below budget  
Account total for 7200 Maintenance was within expectations however:  
Miscellaneous expense was \$645 over budget  
Total LBV work was \$404 over budget  
Pay PAL expense was \$800 for Jan compared to a budget of \$100  
Maintenance at the Comm Building was \$800 or \$400 over budget  
Lots of clean up work was completed in January

Discussed handling fee for PayPal. It was checked into couple years ago and was not available. Need to check into to see if a convenience fee can be in place when paying by credit card. Another suggestion is using electronic checking. We need to check with our bank to see if this can be done and if there is a charge. Also suggested looking into getting a special ap to enable property owner can see all their information on line.

We will be adding 10% late fee sometime at end of February or 1<sup>st</sup> part of March.

Motion was made to approve January's Financials.

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

**Officers Reports:**

**President – John Buhr**

- Nothing to report

**Vice-President – Jon Testut**

- Nothing to report

**Trustee Reports:**

**ACC Liaison – Jon Testut**

*Date: February 4, 2019 Time: 9am Location LBVCA Conf. Rm.*

- Present: John Niernberger-Chairman, Jim Haguewood, Sam Reynolds, Kirk Schuenemann, Rhonda Eaves, Jeramy Webb and Jon Testut/TA.
- Members Absent: None

**Guests/Applicants Present:** Dottie Elbert

**TA Report:** ACC stated to the Board that they prefer their attendance protocol to be self-governed. Jon said that the Board has not yet acted on their new proposed attendance protocol.

**Chairman Report:** CAC S1 27 called regarding replacing an existing retaining wall. No footprint nor material change, approval given to proceed without permit.

**Discussion Items:**

- Metal Buildings – Unanimously approved a proposal to present to the Board.
- BS&P proposed changes regarding “Inspector” verbiage. Unanimously approved and will be presented to Board.
- Building Extensions/Additional Surcharges/Violation Penalties tabled until next month.

**New Business:** Dottie Elbert agreed to fill the ACC vacancy after being unanimously approved by the Committee.

Next meeting will be Monday, March 4, 2019, at 9am

Jon handed out an ACC handout with 3 items the ACC is asking Board approval to change the current BS&P. John Niernberger, Chairman addressed Board.

**Metal Buildings**

- One building per accompanying residence
- Size limited to 2% of the applicant's contiguous owned property, calculated in square footage
- Height limited to accompanying residence
- Color coordinated with accompanying residence.

Motion was made to approve Metal Buildings with the above listed conditions.

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

**Inspection Wording**

Due to the ACC wishing to further clarify that we are not “in the inspection business, we leave that up

to the County”, the ACC is proposing to modify the paragraph currently titled INSPECTIONS with the paragraph titled COMMITTEE OVERSIGHT detailed below.

In essence, it is removing the word “codes” from the first sentence, and then eliminating everything beyond that first sentence.

**Proposal below is to replace the current section titled INSPECTIONS with a new section titled COMMITTEE OVERSIGHT (pg 8):**

“All new construction within the boundaries of Lost Bridge Village shall be subject to scrutiny, oversight and Final Approval by the ACC or its’ agents for compliance with Covenants and restrictions.”

Motion was made to approve replacing section titled INSPECTIONS new section titled Committee oversight and striking out “its’ agents”.

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

**New Member Installed**

Dottie Elbert of Timberline was considered and agreed by the ACC to fill vacant seat on ACC. ACC would like Board approval.

Motion was made to approve Dottie Elbert to fill vacant seat.

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

**Airstrip** – Jon Testut, TA

Purchased replacement fence rails for airstrip and will be replacing them ASAP

**Community Building** – Mary Gray, TA

Work has started to replace the hand rails & damaged boards on the deck.

**Covenant Compliance & Review**

Phil Williamson, TA – LBV

No new violations to report.

OPEN, TA – PMR

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

Legal

Nothing to report.

Insurance

We have received the premiums for auto and Workman’s Compensation for 2019. These premiums for these two policies are \$2,012, or \$16 higher than 2018. The Liability Policy will be sent within the next couple of weeks.

**Library** – Mary Gray, TA

Things are going well in the Library. We’ve lost one of our Library aides, Judie Hirschman, as she is leaving the Village and I am currently looking for a replacement for her. We will begin inventory either the last week in February or the first week in March depending on the availability of my aides. I am ready for the annual meeting and have submitted my information to Phil.

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

- No report turned

**Political** – Carrie Webb, TA

Ballots are out, assessments are due. A Ballot Committee has been formed and dates set for meetings. The Committee will meet twice to achieve ballot verification and counting. Steve Bray is the Chairperson. Carrie has been working on procedures. Changes have been made. She gave a brief summary of changes of how the ballots are being handled this year. The Office Administrator and the Chairperson will open the ballots together and decide if the ballot is valid.

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

John Niernberger sent us a lead today for the purpose of using our amenities including the airstrip. I talked to the gentleman today, does not want to spend a fortune. Wants the cheapest and most unusable lot we have. Does not have any plans to build on it. Would like the board's approval to offer him a "useless" lot for \$800.

Motion was made to approve sale of useless lot for \$800 plus closing expense.

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

**Roads & Maintenance** – John Buhr, TA/Jon Testut, TA

John Buhr, TA (Lead)

1. This past month has been more focused on maintenance of buildings & equipment; picking up targeted project materials and indoor shop work based on cold temperatures and bad weather conditions. A couple projects i.e. Community Building parking lot markings, Dogwood culvert debris cages are on hold based on ground conditions being frozen. At the Community Building at the back of the building we reclaimed as much property based on natural condition and property lines as possible by clearing brush, vines and trimming trees. Going forward this area will be maintained as part of the landscaping scope at this location.
2. R&M completed a roadway drive of PMR and are developing a workload list for scheduling which included owners' requests. The plan is to use base material on hand first to see how far it will go and then look to purchase more as required based on remaining roadway work.
3. In LBV we have owner requests to clear drainage ditches of gravel which based on the amount in the ditch is causing runoff water to travel across the roads and impact their property.

Jon Testut, TA

- Researching options for salt/sand spreader for MX truck
- Expect to replace 2 tires on MX truck for fair weather operations. Truck currently is using studded tires for snow ice conditions.

OPEN, TA (PMR)

**Security Patrol** – Phil Williamson, TA

- Nothing new to report

**LBV:**

***Still have an opening for a Captain in Zone 2.***

**PMR:**

- Nothing to Report

**Social** – Mary Gray, TA

A Pot Luck Social is scheduled on March 16, 2019.

**Tech Support** – Jon Testut, TA

Replaced batteries on alarm lock at burn pile as it was reported inoperative during recent deep freeze.

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

- Nothing to Report

Phil Williamson stated the Spring Clean-Up will be 4/26-4/28/19. 3 dumpsters will be delivered on Thursday. Friday, 2 dumpsters will be picked up and replaced with 2 empty ones.

John Buhr said the Beautification Project is on the radar. He has been in contact with owner of the gazebo on Slate Gap and 127. The owner will provide additional labor.

**Old Business (Status Update):**

- Bylaw Board Approval – John Buhr  
 Motion was made to approve Bylaws as written.  
 M/S/C Carrie Webb/Mary Gray/Unanimous
- Annual Meeting Presentation Review – John Buhr – Phil will send out presentation. If there are any changes, please let him know.
- Tennis Court Update – John Buhr – John Buhr talked to Hugh today and he said the test area did not work out. They are going to re-evaluate and try again at no cost. Was brought up that the 2 lots by the park are classified as residential not common property. The board will do some checking on this.
- TA Assignment review – John Buhr – Look at TA Assignments and see if we can get rid of or need to add any. There was a suggestion of doing a silent vote for the officers in the Executive Session after the Annual Meeting. Most of the board agreed.

**New Business:**

- Tailgate salt/sand spreader – Jon Testut – Jon Testut handed out copies of different spreaders with different options. We don't need right away but will need it by next year. The current one was purchased in 1983. Jon explained the difference in the equipment. We put \$5,000 in the budget this year for it. Jon Testut will continue to research.

A motion was made to adjourn.

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

**Adjournment at 7:24pm**

**The next Board Meeting will be March 9, 2019 at 2pm.**

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

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Jon Testut, Vice President

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Phil Williamson, Secretary/Treasurer

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Mary Gray

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Hugh Fenner

\_\_\_\_\_  
Carrie Webb

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OPEN