

Lost Bridge Village Community Association, Inc.

By Teleconference (COVID-19)

Board Meeting Minutes – Open Call in for Members

October 19, 2020 @ 6:00pm

Due to technical difficulties, the teleconference was unavailable to members.

Call to Order of Regular Meeting by President John Buhr @ 6:10pm

Trustees Present:	John Buhr, President	Carrie Webb, Vice-President (via phone)
	Wayne Gunnels	Kirk Schuenemann (via phone)
	Kati Griffin	Debby Overstreet

Approval of Agenda

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

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

Recognition of Members, Visitors, & Comments –

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.

-Due to technical difficulties, the teleconference was unavailable to members.

Comments Approval/Discussion of September 21, 2020 Board Minutes

- **Motion was made to approve September 21, 2020 Board Minutes**

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

Comments Approval/Discussion of September 21, 2020 Executive Board Minutes

- **Motion was made to approve September 21, 2020 Executive Board Minutes**

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

Treasurers Report – September
Balance Sheet – September 30, 2020

Checking/Savings

1000 · CASH IN MONEY MARKET - 0172	52,057.17
1001 · CASH IN CHECKING - 7265	18,951.73
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>20,545.81</u>
Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743	65,913.35
1007 · CASH CONTINGENCY M/M FUND 9016	77,636.47
1010 · BUILDING DEPOSITS	<u>38,500.00</u>
Total Checking/Savings	253,058.72

September 2020 - Profit and Loss - Actuals vs. Budget

	Account	September Actuals	September Budget	\$ Diff	% Diff
Assessment Income	4000	\$1,490	\$1,800	-\$310	-17%
Late Fees Collected	4090	\$1,480	\$600	\$880	147%
Donations	4100	\$0	\$1,083	-\$1,083	-100%
Other Income		\$1,328	\$238	\$1,090	458%
Total Income		\$4,297	\$3,721	\$576	15.5%
Maintenance	7200	\$4,042	\$4,209	-\$167	-4%
Rec Center	7400	\$2,997	\$3,188	-\$191	-6%
General & Admin	7500	\$6,745	\$5,027	\$1,718	34%
Community Building	7600	\$864	\$655	\$209	32%
Roads	7700	\$371	\$642	-\$271	-42%
Capital Improvements	7900	\$0	\$850	-\$850	-100%
Total Expenses		\$15,018	\$14,571	\$447	3.1%

2020 - Year to Date

YTD Actuals	YTD Budget	\$ Diff	% to Budget
\$194,539	\$191,150	\$3,389	102%
\$5,654	\$4,790	\$864	118%
\$4,485	\$9,001	-\$4,516	50%
\$4,763	\$6,350.00	-\$1,587	75%
\$209,442	\$211,291	-\$1,849	99%
\$27,494	\$41,483	-\$13,989	66%
\$26,171	\$32,538	-\$6,367	80%
\$59,625	\$65,893	-\$6,268	90%
\$6,598	\$6,005	\$593	110%
\$9,668	\$10,047	-\$379	96%
\$10,381	\$15,785	-\$5,404	66%
\$139,937	\$171,970	-\$32,033	81%

Income:

- ~ Assessment income finished slightly below budget in September. Assessment income is +\$3.4k ahead of budget for the year or +2%.
- ~ \$1,480 in late fees were recorded in September. Late fees are now ahead of budget by +18% for the year.
- ~ \$0 in donations were collected in September.
- ~ Total income for September was ahead of budget by \$576 or +15%. Total income is tracking 99% to budget or -\$1.8k for the year.

Expenses:

7200 MAINTENANCE

- ~ Total LBV Maintenance finished -4% below budget in Sept.
- ~ All areas within Maintenance came were in-line with the budget
- ~ Total LBV Maintenance is -34% to budget YTD or -\$14k

7400 RECREATION CENTER

- ~ Rec Center expenses were -6% below budget for September.
- ~ \$2,085 expense for Rec Ctr Manager were recorded vs. a \$600 budget. \$1,000 for Tennis Court Maintenance was in the budget, but not used.
- ~ Rec Center expenses are below budget by -\$5.4k or -20% to budget YTD.

7500 GENERAL AND ADMINISTRATION

- ~ Gen/Admin expenses were +34% ahead of budget in September or +1,718.
- ~ September overage was due to accounting audit recorded in September (\$1,750)
- ~ General/Admin expenses are -10% to budget YTD or -\$6.3k.

7600 LBVCA COMMUNITY BUILDING

- ~ Community Building expenses were under budget by -\$209 in September.
- ~ Expenses are over budget by +10% YTD, due to Maint/Repair costs (7622) earlier this year.

7700 ROADS

- ~ Total Roads was under budget by -\$271 in September.
- ~ Roads Dept is -4% to budget or -\$379 for the year.

7900 CAPITAL IMPROVEMENTS

- ~ Capital improvement is -\$5.4k below budget for the year.

TOTAL EXPENSE

- ~ Total expenses for September finished \$447 above budget or +3%. Expenses for the year are -\$32k below budget or -19%.

➤ **Motion was made to approve September's Financials.**
M/S/C Kati Griffin/Debby Overstreet/Unanimous

Officers Reports:

President – John Buhr

- Nothing reported

Vice-President – Carrie Webb

- Nothing to report

Trustee Reports:

ACC

ACC Meeting Minutes for October 5, 2020

Members Present: John Niernberger, Chairman, Terry Brock, Sam Reynolds, Jeremy Webb, Dottie Elbert, Pete Lawlor and Larry Elbert

Members Absent: None

Call to Order: 4:05 PM – Meeting was held outside, and social distancing was practiced.

Applicants Present:

17898 Posy Mountain - PMR U1 PT2.

30 x 50 Utility/Shop Building. Building size falls within the 2% of property requirement and height restriction. Building will have electricity and plumbing (water spigot only). Construction materials: metal siding, metal roof and concrete slab. New driveway with entrance/exit on Posy Mountain Drive. Class C project, \$200 application fee and \$1000 performance deposit collected.

Terry Brock was assigned to the project.

M/S/C Dottie Elbert Jeremy Webb Unanimous

11634 Cedar Drive - FHS B1 55.

10 X 12 Shed, no electricity and no plumbing. Metal siding painted to match home and metal roof. Shed size falls within 2% lot rule, to allow the metal siding. Non-Benton county permit.

Class D project, \$25 application fee and \$75 performance deposit fee collected.

Larry Elbert was assigned to the project.

M/S/C

Peter Lawlor

Dottie Elbert

Unanimous

21293 Ridgeview CCA B2 56. **Note: they recently purchased this property, and we reminded them that it has been under an ongoing building project permit with LBVCA ACC since 2014 with no Performance Deposit held, and those requirements will have to be met or folded into any new project they get approved.**

Property owner presented a multitude of projects that they are wanting to complete (i.e. new horizontal or cedar shake siding, painting metal roof black, extending porch and deck, finishing lower level, adding second bathroom, adding loft addition and adding circle drive-way. Property owner was advised to put together an exact scope of work and e-mail to the Committee for discussion/review.

Mr. Rayburn will check with Benton County on the status of an old building permit (on subject property) that was initiated by the previous owner and advise the Committee.

Dottie and Larry will oversee the project if approved.

Chairman Report: John once again asked the Committee to be seriously thinking about suggestions for his replacement as ACC Chairman.

Discussion Items:

- A motion was made to clarify vague language to the Building Application and Performance Deposit Fees. See below for verbiage sent to LBVCA Board for their review:

The ACC would like to recommend that the LBVCA Board approve a couple changes with the current 2018 BS&P document:

A) Page 13 – Building Project Fees and Deposits

Currently states: UTILITY BUILDINGS, GARAGES OR CARPORTS (add-on) (C)

Recommend: METAL SHOPS & UTILITY BUILDINGS, GARAGES OR CARPORTS (add-on)(C)

B) Page 13 – Building Project Fees and Deposits

Currently states: NEW CONSTRUCTION (HOME, GARAGE) (C)

Recommend: NEW HOME CONSTRUCTION (C)

(To clarify, it was decided that a \$5,000 Performance Deposit was proportionally too high for a shop or a garage only as relative to a new home, so we moved it to a \$1,000 Performance Deposit tier.)

M/S/C

Terry Brock

Pete Lawlor

Unanimous

- Carport discussion was tabled for a future meeting.

Member Reports: Spreadsheet review of the active building projects.

New Business: None

Old Business: None

Next meeting Monday November 2, 2020, at 4 PM

Airstrip – John Buhr, TA

Lost Bridge Village Airstrip

FAA Identifier: 40AR

Elevation: 1440 feet

Runway 13/31

Dimensions: 3150' X 40'

Surface: Asphalt

Ongoing: Continuing with managing weeds and looking to develop crack repair plans during the next couple of months.

This is an active airstrip please use caution with walking/exercising. Aircraft have the Right of Way.

Community Building – OPEN, TA

Covenant Compliance & Review - Spreadsheet with ongoing investigations/actions provided
Kirk Schuenemann, TA – Nothing to report

Debby Overstreet, TA

- Property on Redbud with need for cleanup is ongoing. Owner and Benton County Environmental as well as Benton County Sheriff are aware of issues and all are working toward compliance. It should be noted that following some possible signs of progress with this property, things are again deteriorating
- On a positive note, two properties- one on Redbud and one on Hickory have improved to the point that no further action is required
- Covenant compliance is in need of an additional trustee to replace Russ Lamer
- The granddaughter of the property owner on Redbud called and said they are working with an attorney to get the renter evicted.

Legal and Insurance – Wayne Gunnels, TA

Legal

Nothing to report.

Insurance

Nothing to report.

Library – OPEN, TA

We are collecting library material couple days a week.

Parks and Recreation – Kati Griffin, TA

Pool

Scheduled with Seaside Pool to shut down and winterize October 22nd, 2020.

Property & Marketing – Debby Overstreet, TA

- 1 property sale completed, 3 additional parcels in process of sales completion
- Agreement that LBV would like to receive parcel on Hickory from donor. This parcel is immediately adjacent to another parcel held by LBV and may improve ability to market.

Web Design – Carrie Webb, TA

Nothing to report

Election – Carrie Webb, TA

Nothing to report

Roads & Maintenance – Kirk Schuenemann, TA

The brand-new sickle bar is broken, it worked for a couple of days. John Deere messed up and gave us wrong sickle bar to fit our tractor. We furnished them with the measurements, but they got it wrong.

Security Patrol – OPEN, TA

Social – Carrie Webb, TA

- Nothing to report

Tech Support – Debby Overstreet, TA

- CSS continues to provide support

- Tamy has been working with CSS to get the QODBC program running for the year-end billing. Still is not working as of today. Debby will call and talk to them.

Old Business (Status Update):

- Tennis Court Update – on hold – Need to have a separate meeting to discuss. It was decided to have the budget meeting first then figure out when to meet to discuss Tennis Courts.
- Credit Card for Maintenance – Wayne Gunnels – Still working on.
- Master Plan for the Rec Center, Pool and Tennis Court – Kati Griffin (Meeting outside Board Meeting 1st week of November – LBV 2.0)
- Buckhorn Cul-de-sac moved – John Buhr update – John sent out letter to Judge. White roads are county roads so the county will have to make the decision.
- JUST REMINDER: Any covenant changes need to be discussed.
- Airstrip Hanger Construction – John Buhr – Update on research – Will have to look into later. Subject will be dropped for now.
- Bylaw updates – John Buhr – Any updates/corrections? John would like to get this resolved by next board meeting. Please send in any update or corrections by this time.
- Budget Projects or Programs – John Buhr – Bring any projects or programs that you want to be included in the 2021 Budget. Provide sufficient information of what you are proposing. Budget meeting was set up for Thursday, October 29 at 5pm in Village Hall.
- Common Property Tree/Brush trimming, cutting, or topping – John Buhr – Proposing develop a process that we can implement and use going forward. John put together a proposal. Please look at and send any comments or corrections.

New Business:

- ACC – Change in Performance Deposit for Utility Buildings, Garages or Carports – John Buhr – John had sent this out for everyone to look at. The board decided it was a good idea. The Board agreed to the ACC changes.
- ACC - Use basement for meetings starting November 2nd – John Buhr – John Buhr will get with the ACC Chair to establish a protocol for guest. The board agreed to let the ACC to use the basement with the protocols in place.
- Moving Walkway Access to Common Property on Lodge & Timberline – John Buhr – John had sent out information to everyone. It is reserve property not common property. There will be no cost to the Village. It will need to be replatted and the owner will need to give the Village a copy of the new plat.

➤ **Motion was made to approve the moving of the walkway access.**

M/S/C

Debby Overstreet/ Kati Griffin/Unanimous

- Library reopening – John Buhr – John sent out a proposal for reopening the library. The board discussed and made changes to the proposal. Tentative opening for the Library will be November 2.
- LBV Board Members – John Buhr - Selection Process – There is no current restrictions in our current process to get board members. Does it matter where you live? After a brief discussion, the board decided there should be no restrictions.
- Book Club wanting to use Rec Center for Meetings – The Board did not want anyone using the Rec Center for meetings, it is not set up to have them. The Board discussed having a soft launch opening of Village Hall (basement). John and Kati will craft up some guidelines and procedures for the soft launch.
- Community involvement – Kati had come up with some ideas for keeping the community involved thru virtual activity. Kati is to send to Carrie, and she will pass it by the Social Committee for their thoughts.

➤ **A motion was made to adjourn.**

M/S/C

Debby Overstreet/Kati Griffin/Unanimous

Adjournment @ 7:23pm

The next Board Meeting – November 16, 2020 @ 6pm

John Buhr, President

Carrie Webb, Vice-President

Wayne Gunnels, Secretary/Treasurer

Kati Griffin

Kirk Schuenemann

Debby Overstreet

OPEN