

Lost Bridge Village Community Association, Inc.
By Teleconference (COVID-19)
Board Meeting Minutes – Open Call in for Members
August 17, 2020 @ 6:00pm

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

Trustees Present:	John Buhr, President	Carrie Webb, Vice-President
	Wayne Gunnels	Kirk Schuenemann
	Debby Overstreet	Russ Lamer
	Kati Griffin	

Approval of Agenda

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

M/S/C Debby Overstreet/Kati Griffin/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.

-There were no comments or questions from Members at the end of the meeting.

Treasurers Report – July 2020

BALANCE SHEET – July 31, 2020

Current Assets

Checking/Savings

1000 · CASH IN MONEY MARKET - 0172	77,044.98
1001 · CASH IN CHECKING - 7265	16,419.41
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	77,623.29
1010 · BUILDING DEPOSITS	<u>31,375.00</u>
Total Checking/Savings	268,376.03

July 2020 - Profit and Loss - Actuals vs. Budget

	Account	July Actuals	July Budget	\$ Diff	% Diff
Assessment Income	4000	\$2,232	\$2,200	\$32	1%
Late Fees Collected	4090	\$417	\$100	\$317	317%
Donations	4100	\$400	\$863	-\$463	-54%
Other Income		\$695	\$355	\$340	96%
Total Income		\$3,743	\$3,518	\$225	6.4%

2020 - Year to Date

YTD Actuals	YTD Budget	\$ Diff	% to Budget
\$190,598	\$185,950	\$4,648	102%
\$3,644	\$3,970	-\$326	92%
\$4,485	\$7,475	-\$2,990	60%
\$2,898	\$5,757.00	-\$2,859	50%
\$201,626	\$203,152	-\$1,526	99%

Maintenance	7200	\$3,839	\$4,659	-\$820	-18%
Rec Center	7400	\$6,857	\$5,217	\$1,640	31%
General & Admin	7500	\$6,110	\$4,883	\$1,227	25%
Community Building	7600	\$446	\$680	-\$234	-34%
Roads	7700	\$371	\$642	-\$271	-42%
Capital Improvements	7900	\$0	\$850	-\$850	-100%
Total Expenses		\$17,622	\$16,931	\$691	4.1%

\$19,931	\$32,291	-\$12,360	62%
\$19,734	\$24,775	-\$5,041	80%
\$48,922	\$55,819	-\$6,897	88%
\$5,392	\$4,690	\$702	115%
\$8,840	\$7,990	\$850	111%
\$5,287	\$14,110	-\$8,823	37%
\$108,105	\$139,867	-\$31,762	77%

Income:

- ~ Assessment income finished on budget for July. Assessment income is +\$4.6k ahead of budget for the year or +2.5%.
- ~ \$417 in late fees were recorded in July. Late fees are -\$326 behind budget for the year.
- ~ \$400 in donations were collected in July.
- ~ Total income for July was ahead of budget by +6%. Total income is tracking 99.3% to budget or -\$1.5k for the year.

Expenses:

7200 MAINTENANCE

- ~ Total LBV Maintenance finished -18% below budget in July.
- ~ Savings came from equipment repair and misc labor.
- ~ Total LBV Maintenance is -38% to budget YTD or -\$12.4k

7400 RECREATION CENTER

- ~ Rec Center expenses were +31% above budget for July.
- ~ \$2.6k for pool repair/supplies drove the overages.
- ~ Rec Center expenses are below budget by -\$5k or -20% to budget YTD.

7500 GENERAL AND ADMINISTRATION

- ~ Gen/Admin expenses were +25% over budget in July.
- ~ July overage came from unbudgeted computer expense and write-offs
- ~ General/Admin expenses are -12% to budget YTD.

7600 LBVCA COMMUNITY BUILDING

- ~ Community Building expenses were under budget by -\$234 in July.
- ~ Expenses are over budget by +15% YTD, due to Maint/Repair costs (7622) earlier this year.

7700 ROADS

- ~ Total Roads was under budget by -\$271 in July.
- ~ Roads Dept is +\$850 or +11% over budget through July.

TOTAL EXPENSE

- ~ Total expenses for July finished +691 above budget. Expenses for the year are -\$31.7k below budget or -23%.

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

M/S/C

Debby Overstreet/Kirk Schuenemann/Unanimous

Officers Reports:

President – John Buhr

- Nothing reported

Vice-President – Carrie Webb

- Nothing to report

Trustee Reports:

ACC Meeting Minutes for August 3, 2020

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

Members Absent: None

Call to Order: 4:05 pm (meeting was held outside and social distancing was practiced)

Guest Present: Larry Elbert – Prospective ACC Member to fill Rhonda Eaves vacancy

Applicants Present: None

- Sharon Hawley – New Home & Metal Shop Building - PMR U11 501-503 - 2,000 square feet, 3-bedroom, 2 bath, brick home with asphalt shingles, on a concrete slab. Shop will be on lot 503 and home on lot 502. Well drilled and septic completed but waiting on Health Department Wastewater approval. Jeremy Webb assigned to project. Project was approved contingent on septic approval. \$5,000 performance deposit and \$200 application fee collected.

M/S/C

Sam Reynolds

Terry Brock

Unanimous

- Mark Patterson – Fence installation (CCA B2 34). Project completed prior to submitting building application. Contractor attended to comply with ACC guidelines and file the necessary paperwork. Fees (\$75 performance deposit and \$25 application fee) received prior to today's meeting. Project was given final ACC approval and performance deposit will be refunded.

Mark mentioned that he has a big remodel scheduled for Church (LBS B5 2). Mark asked if there was a possibility to meet and start the application process before the next ACC meeting if need be. The Committee agreed that it would be ok to meet outside the regularly scheduled meeting to review and approve subject project. Meeting will require two or three committee members to be present and final approval of the other ACC members will be done via email.

Mark stated that Norris (CAC S1 57) may be inquiring about a retaining wall. Steve has visited briefly with Sam Reynolds regarding this project.

- Gary & Trisha Evans – New Home (MOU S3 70-72) – Lot 71 is presently the designated lot for the home; however, this could change. Home will be two-story, 2,400 square feet built on a slab, architectural shingles, hardi siding and a three-car detached garage. Projected start date is 30 days with a 5 to 7-month completion. \$5,000 performance deposit and \$200 application fee collected. Project was assigned to Terry Brock and will later be reassigned to Pete Lawlor.

M/S/C

Terry Brock

Dottie Elbert

Unanimous

Chairman Report: John asked everyone again to be thinking about a replacement for the ACC Chairman. John stated he has been steering the Committee for three years and feels it is time for a change.

- John Hagedorn – New home at 12538 Timberline Dr completed and signed off by John Niernberger and Sam Reynolds. Performance deposit refunded.
- Inquiry regarding subdividing a large lot in Unit 1 of Posy Mountain into three separate parcels (1 ½ acres each) for future homes. This would have to be approved by the LBV Board of Trustees and the Benton County Planning Commission. Property owner would have to make a formal presentation/request to initiate the process.
- Inquiry from Morgan Bowen regarding building a garage. Property owner was told he would have to come before the ACC meeting with his plans. Property owner did not contact the office to be added to the August agenda. It has been reported that some lumber was delivered to subject's property.
- **Discussion Items:** None
- **Member Reports:** Spreadsheet review of the active building projects.
- **New Business:** None
Larry Elbert said he would think it over and get back to us in regard to becoming an ACC Member.
- **Old Business:** None

Next meeting Monday September 14, 2020, at 4 PM

Airstrip – John Buhr, TA

Lost Bridge Village Airport Facts & Figures

Designator:

40AR

VFR only

(No published IFR procedures)

Privately owned:	Lost Bridge Village Community Association
Elevation:	1440 ft.
Runway surface/ length:	Hard/asphalt 3150 ft.
Runways:	Land/31 Take-off/13
Obstructions:	20-30 ft. trees 200 ft. from runway edges 370 ft. hill 300 ft. from end of runway 31

Community Building – Russ Lamer, TA

Building remains closed due to safety concerns. Discussion will be held at the next board meeting to discuss reopening plans.

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

Kirk Schuenemann, TA – Nothing to report

Russ Lamer, TA - Work continues with a few properties that continue to be in violation. One property was sold, and the new owners remediated the violations.

Debby Overstreet, TA – Benton County is still working on 3 properties in the Village. There was concern about one of them having children that we tried to visit. Benton County has called Department of Children Services to do an assessment. No feedback yet. Debby will send the office the 3 properties Benton County is working on.

Carrie Webb mentioned that the Covenant Compliance Committee will be inundated with items from the ACC who have sent out 3 letters. There are couple other items that have come up that fall under Covenant Compliance. Benton County has limited enforcement. If they are starting to build something, we can call BC Planning and they can come out and check on it. The procedure is 1) talk to owner 2) send a letter 3) get legal involved.

There was a complaint about the holes in the road on Black Oak. Do we know when the Water & Sewer will be fixing those? John will check on this. He also stated that he has talked to BC Roads about Black Oak Drive, down by the water plant, and it is on their hit list.

Legal and Insurance – Wayne Gunnels, TA

Legal

Nothing to report.

Insurance

Nothing to report.

Library – Russ Lamer, TA

A procedure to return library materials was started on August 3rd. The building and library remain closed due to COVID concerns.

About 20 books were returned on those 2 days. We will start doing this every Monday and Wednesday. Tamy will send email blast about library items returns. I need to get with Pat Testut to see what she is comfortable with to reopen the library. We need to make a plan on how to handle.

Parks and Recreation – Kati Griffin, TA

Pool - Pool was closed for a short time period due to PH balance and a moderate leak in the skimmers. Over the weekend, the Rec Center was struck by lightning. We did get the breaker repaired but there

are still some items we are evaluating. The phone is not working, and the new pool cleaner is at the shop being repaired. They cannot get to it until Tuesday. Ryan has been great helping us get things repaired.

- PH levels were able to be adjusted and are back to normal levels
- Leak was repaired in the skimmer and some maintenance was applied to the other skimmers as a preventive measure.

- Pool will remain open through Labor Day 9/7/2020

-Schedule

- Monday, Wednesday, Thursday, Friday & Saturday 12:00pm-7:00pm
- Closed on Tuesday
- Sunday 1:00pm-7:00pm

Garden Gazebo – New watering timer and a pressure regulator was installed at the pump near the garden gazebo on Dogwood and Walnut.

In Process

- It was determined 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 for an in-depth evaluation.
- Developing 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

Nothing new to report.

Social – Carrie Webb, TA

Nothing to report

Tech Support – Debby Overstreet, TA

Nothing to report

Old Business (Status Update):

- Black’s proposal for Tennis Courts – John Buhr (needs new vote & research the placement) – There is a tentative meeting with Adam this coming Wednesday. It was decided to do the meeting the following Wednesday (26th) at 3pm. The setback of 10’ from 6’ was approved by Benton County Planning Commission. There needs to be a new survey than that survey will be filed. The property line has been set up. We were going to look at a past bid on doing repairs to the tennis courts. We need to look at that as well as the individual plans that were handwritten by Hugh. Wayne had reached out to our attorney and he has a written legal opinion on the tennis court ballot issue. The ballot was written assuming there would be no money coming out of pocket from the village to construct a tennis court.
- Regular trash service for Maintenance Bldg. – Tamy - UPDATE: When calling, they changed the cost to \$30 per month (\$360 per year).
 - **A motion was made to have a trash pickup at \$30 month for Maintenance Building.**

M/S/C

Debby Overstreet/Wayne Gunnels/Unanimous

5 – Approved Votes

1 – Opposed Vote

- Fall Clean-up – Kati Griffin – Do you think we can get enough Volunteers to help? Need to coordinate with Phil Williamson who has all the contact information. Benton County is open, but they are delayed in their responses. They said they would do what they have in the past. We need to somehow get a poll to see if we can get volunteers and interest in helping with a clean-up. Kati will work up a criterion for the clean-up with Phil’s help to see if there is an interest in a fall clean-up. Facebook would be the best place to get peoples interest. Carrie will add her as an administrator to our Facebook page.
- REMINDER: Any covenant changes need to be discussed – John Buhr – If we any covenant changes, we need to have it done in September to get it on the ballot.

New Business:

- Credit Card for Maintenance? (Fuel & Lowe’s) – Wayne Gunnels – I would like to get maintenance a low limit credit card for fuel and supplies, so he doesn’t have to keep coming up driving up to the office to get the card. The board is in an agreement to get maintenance a credit card.
- PMR U1 1 – 6.2 acres sub-divide into 2-acre parcels – John Buhr – The ACC came to us for a request to tentatively approve 6.2 acres to be divided into 2-acre parcels. The board had a discussion.
 - **A motion was made for the board to give tentative approval of sub-dividing the property on the condition of all other criteria is met.**

M/S/C

Russ Lamer/Debby Overstreet/Motion Carried

5 – Approved Votes

1 – Opposed Vote

- Master Plan for the Rec Center and Pool – John Buhr – With the Pool, Tennis Courts and Rec Center, we need to put together a master plan for future. The Rec Center building has outlived its usefulness. The pool continues to be an issue. It will take another couple of years to get something together. We need a master plan that we agree on to carry forward and transitions to the next board. Carrie had come up with a plan last year that we can look at so we can start planning for the future expense. The plan Carrie had will be discussed more at September’s meeting. A question about if we still have a dock permit down at the Rec Center area. Tamy will

keep looking thru the files and see if she can find it.

- Light by the Water Department – Kirk Schuenemann – The light going up the hill on airport road to Slate Gap shines right at you when going up the hill. We need to have Carroll Electric point the light down.
- Maintenance Equipment – Kirk Schuenemann – We lost a piece of equipment the other day. The sickle bar mower is probably 40 years old. Every time we mow with it, it breaks. We can't get parts for it anymore. We just need to get a new one. A new John Deere is around \$5,000. Kirk wants to recoup the money by selling off equipment we don't use. Kirk will put a list together of the equipment that he feels we should get rid of and we can discuss the items. In the meantime, we need to get a sickle bar so we can continue to mow. The board agreed to go ahead with the purchase.
- Old Brush Pile – Kirk Schuenemann - We need to figure out what and how to take care of it. We will leave this on the radar.
- Wedding Reception in Village Hall – Tamy – There was a request to ask if they could still use the Village Hall for 10/10 wedding reception, they had reserved last year. Last month, I told them no. They called and asked for an update and said that they will clean and disinfect. The board is in agreement; as of now, we cannot allow any gatherings in the building. It is too much of a liability.

➤ **A motion was made to adjourn.**

M/S/C

Debby Overstreet /Kirk Schuenemann/Unanimous

Adjournment @ 7:20pm

The next Board Meeting – September 21, 2020 @ 6pm

John Buhr, President

Carrie Webb, Vice-President

Wayne Gunnels, Secretary/Treasurer

Russ Lamer

Kirk Schuenemann

Debby Overstreet

Kati Griffin