

**Lost Bridge Village Community Association, Inc.  
Board Meeting Minutes  
October 9, 2017 @ 6:00pm**

Executive Session @ 6:00pm

Call to Order of Regular Meeting @ 6:15pm

Trustees Present:      Phil Williamson      John Buhr  
                                 Jon Testut              Ben Hebert

Trustees Absent:        Mary Gray              Randy Haley  
                                 Corey Maish

Motion to Approve Agenda  
M/S/C                  Phil Williamson/Ben Hebert /Unanimous

**Recognition of Members, Visitors & Comments**

John Niernberger – According to last month’s minutes, only 1 realtor was present and as far as he knew, none others were invited for the mobile home discussion. Would like to give his input. There are several lots for sale in PMR (Posy Mountain Ranch) that get a lot of action. When you have \$1k lots you get that kind of clientele, not saying that is a bad thing, but usually they ask if they can make payments to purchase a lot. All realtors need to be educated. On the calls I take I tell them 3 things: No Mobile Homes, No RV’s, and No Firearms. If this works for them, then we talk. If continue, he lets them know there is no water or septic. It is \$15-20k for water/sewer. Need to be prepared for this expense! Wants to make sure everyone is educated before it goes on.

Presented board with hand out of different deeds and explained each one. General Warranty Deed are good. Limited Warranty Deed (LWD), you cannot get title insurance so cannot borrow money on it. 3 ways to get rid of LWD:

1. After 15 years it will be ok
2. Pay a lawyer around \$2-3k to clean up title
3. Sell as Quick Claim Deed – Still have to get the title cleaned up

**Treasurer Report/Financials – Phil Williamson**

**Treasurers Report**

**ASSETS**

**Current Assets**

**Checking/Savings**

1000 · CASH IN MONEY MARKET - 0172	33,101.52
1001 · CASH IN CHECKING - 7265	30,259.09
1003 · ARVEST CAPITAL IMPROVEMENT 0743	
1003-A · AIRSTRIP IMPROVEMENTS	1,000.00
1003-B · COMM BLDG IMPROVEMENTS	1,000.00
1003-C · VILLAGE HALL IMPROVEMENTS	1,207.56
1003-D · REC CENTER IMPROVEMENTS	5,114.66
1003-E · LIBRARY IMPROVEMENTS	750.00
1003 · ARVEST CAPITAL IMPROVEMENT 0743 -	
Other	<u>20,441.62</u>
<b>Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743</b>	<b>29,513.84</b>

1007 - CASH CONTINGENCY M/M FUND 9016	52,819.27
1010 - BUILDING DEPOSITS	<u>41,675.00</u>
<b>Total Checking/Savings</b>	187,368.72

**September Profit and Loss - Actuals vs. Budget**

**September Year-to-Date Summary**

	Account	Sept Actuals	Sept Budget	\$ Diff
Assessment Income	4000	\$1,720	\$1,769	-\$48
Total Income		\$3,667	\$2,676	\$991
Maintenance	7200	\$2,537	\$3,519	-\$983
Rec Center	7400	\$3,325	\$3,553	-\$228
General & Admin	7500	\$7,203	\$16,792	-\$9,589
Community Building	7600	\$661	\$1,079	-\$418
Roads	7700	\$2,811	\$1,512	\$1,299
Capital Improvements	7900	\$0	\$0	\$0
Total Expenses		\$16,536	\$26,455	-\$9,919

YTD - Sept Actuals	YTD - Sept Budget	\$ Diff	2017 Annual Budget
\$194,591	\$193,749	\$842	\$196,500
\$222,377	\$205,364	\$17,013	\$209,750
\$32,795	\$29,680	\$3,114	\$38,750
\$39,430	\$41,820	-\$2,391	\$44,250
\$60,964	\$81,742	\$20,778	\$98,510
\$7,323	\$10,865	-\$3,543	\$13,830
\$13,545	\$11,365	\$2,180	\$15,110
\$21,029	\$32,150	\$11,121	\$32,150
\$175,086	\$207,623	\$32,537	\$242,600

**Income:**

Assessment Income on target for the month and Total Income slightly higher for the month - both are still ahead of the YTD Budgeted amount

**Expenses:**

The underrun in the budget is attributed to payment of the annual property tax, budget \$11,000. Payment was budgeted in September, will pay in October. The actual tax bill is around \$9,900.

**October thru December Outlook:**

Cash available as of 9/30/17	\$63,360	
The total forecast of expenses for the 4th Qtr	\$45,281	(includes \$11,000 budget for property tax)
Remaining cash if spend 100% of budgeted amount	\$18,079	

Motion was made to approve September's Financial.

M/S/C Ben Hebert/John Testut/Unanimous

**Officers Reports:**

**President – John Buhr**

- Nothing to Report

**Vice-President – Jon Testut**

- Nothing to Report

**YA, WE DID THAT:**

**SPECIAL TOPIC:**

- Manufactured Homes:** We need to establish a Leadership Team for evaluation of this proposal for Board review. In addition to myself we need to identify 2 Board Members.
  - 3 board members** – John Buhr, Phil Williamson, & Jon Testut – Need a good analysis, don't want to rush into it.

- **Rental Property:** We need to establish a Leadership Team for evaluation of this including special property assessment annual fee for Board review. We need to target 3 members for this Leadership Team.
  - 3 board members** – Ben Hebert, Phil Williamson, & John Buhr can do a special assessment. Can do any time during year. Jon Testut said we can do this with an agreement with property owners. Need to look at covenants to ensure we are not stepping on our own toes.

## ***Trustee Reports:***

### **ACC Liaison** – Jon Testut

Date: Oct 2, 2017      Time: 9 AM      Location: LBVCA Conf. Rm.

**Present:** John Niernberger, Debbie Overstreet, Sam Reynolds, Tom Pedano, Jim Haguewood, Jon Testut

**Absent:** Rich Brundage

### **New inquiries:**

No new inquiries

### **QUESTIONS FOR THE TA:**

**Q:** When Pine project would be finished? **A:** It is minutes away from finishing.

**Q:** What is going on with the Black Oak project? **A:** They are having trouble with the builder.

### **Airstrip** – Jon Testut, TA

- Nothing to Report

### **Community Building** – Mary Gray, TA

On October 2<sup>nd</sup>, the air conditioner in basement was not working. The office called Kester's Heating & Plumbing. As of October 4<sup>th</sup>, it is back up and running. The part was around \$1,250. Total cost will be reported next month.

### **Covenant Compliance & Review**

Phil Williamson, TA – LBV

The two homes (one on Hickory and one on Cedar) have been turned over to the Benton County Environmental Department for assistance in resolving the conditions of the properties.

Corey Maish, TA – PMR

- Nothing to Report

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

Legal

Nothing new to report

Insurance

Nothing new to report

### **Library** – Mary Gray, TA

Several of our long-term library volunteers have resigned as they are leaving the Village. Kara Funk, Ellen Slaney and Judy Growcock have been instrumental in keeping our library up and running for many years. We wish them well as they move on to the next chapter of their lives.

As a result, volunteers were asked for in the last newsletter and several responses were received. Training will take place this week.

Several boxes of books have been donated to the Friendly Book Store and in return they gave us several large print books for our collection.

All else is running smoothly.

#### **Parks and Recreation** – Corey Maish, TA

We got the pool closed down for the winter and covered for the fall we will be working on getting the office built for the pool manager.

#### **Political** – Ben Hebert, TA

- Nothing to Report

#### **Property & Marketing** – Ben Hebert, TA

- Nothing to Report

#### **Roads & Maintenance** – John Buhr, TA/Jon Testut, TA/Randy Haley, TA (PMR)

John Buhr, TA (Lead)

##### **Mowing**

Mowing continues to require a majority of our time, however with this season nearing an end we are hopeful that after this month our time and resources can be reallocated to other LBV activities. We are scheduled to be in Posy Mountain and Lost Bridge Village one more time.

##### **Cross Street Culverts**

We have targeted three culverts (two on Dog Wood north of White Oak and one on Cedar) that will be reshaped to provide for improved inlet water flow. This work will take several full days and use the rip-rap material that we got from Benton County. The goal will be to have an improved holding area with water runoff flow being directed to reduce debris and clogging of the inlets. All three of these areas represent Hot Spots for us during rain events, which typically have water running across the roadway.

##### **Roadway Trimming**

We are scheduling roadway tree and limb trimming to start late in October and carry forward for the remainder of this year. This is a labor-intensive task that utilizes all of our resources. We are also holding some areas until the leaves fall as clearing drainage ditches on our Tier Roads will only get refilled. The objective is to finalize our plan and then publish it via an email blast so that you will know when and where we are working because at times the roadway will be blocked.

##### **Burn Pile**

Great news in that there are several volunteers that have been paired up to manage the burn pile on a weekly basis. This program will carry forward so that the amount of debris does not exceed that capacity of the area. **We need your help!!!!** When going to the burn pile please separate (i) Tree limbs and branches up to 6 inches in diameter, (ii) Leaves only, and (iii) Other. There will be signs identifying the designated areas for your debris. By separating your debris into these three designated areas you will be supporting our Environmental Initiative to reduce burning. We will be chipping the limbs and are looking into a shredder for the leaves, both of which is a majority of what is delivered there. Please help us better manage the burn pile by separating your debris.

Phil Williamson is doing a good job recruiting volunteers for the burn pile. Signs will be here soon for the burn pile to show the areas where the items are to be dumped.

Ben Hebert & John Buhr will be working on ditch and drainage issues at Dogwood & White Oak.

Jon Testut, TA

- Proposal for new leaf Shredder
- Proposal to include new tractor into next year's budget.

Randy Haley, TA (PMR)

- Nothing to Report

**Security Patrol** – Phil Williamson, TA

**LBV:**

- Nothing new to report

**PMR:**

- Nothing to report

**Social** – Mary Gray, TA

Next Social will be a Chili Dinner on November 11<sup>th</sup>, \$7.50 per person.

**Tech Support** – Jon Testut, TA

- Copier to be replaced.

**Water & Sewer Liaison** – Ben Hebert, TA

- Nothing to report

**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. – On hold
- Increase Property for sale – Ben Hebert – He would like to have all start \$1k. Only 2 properties fall under that dollar amount.
- Replace/Update for sale signs and at correct location – Ben Hebert – Will be buying at least a dozen new signs this year. Will be getting with Tamy to get all the list of all our property.
- Communications tower update. Update on 10/4/17 BC Planning Meeting, Ownership Vote, Appraisal value strategy. – John Buhr - - Nothing was decided.
- Pool Manager – John Buhr - Tabled
- Proposal for Leaf Shredder – Jon Testut – found another brand that is call a debris vacuum.
- Data Scout Property Transfer Service – Jon Testut – Data Scout proposal to be tabled due to inability to provide adequate answers and lack of ACC and LBVCA interest – Tabling indefinitely.

**New Business:**

- Invoice and Ballot Mailings – Phil Williamson – Later this month there will be a test run on assessment fees. The assessment invoices will be printed and mailed around December 14<sup>th</sup>. Last day ballots can be mailed is January 3. *As a reminder: Need all info for all modifications for covenant changes by Jan 3<sup>rd</sup>.*
- Email blast – for board members – Send out an email blast to ask for Board Members
- Counting committee – Ben oversees this. He will contact some prospective members to ask if they would like to be on Ballot/Counting Committee.
- Office Procedures – Taking files/items from office – Tamy – A procedure for removing files from filing cabinet was explained by Tamy. Files have been missing.
- New tractor – trade value 18,600 high end. Jon had a handout with different options/tractors...\$17k is low end. Discussion of purchasing tractor.

**Adjournment**

A motion was made to adjourn.

M/S/C Phil Williamson/ Ben Hebert/Unanimous

**Adjournment at 7:55 pm**

**The next Board Meeting will be November 13, 2017.**

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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 (*Absent*)

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Randy Haley (*Absent*)

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Corey Maish (*Absent*)

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Ben Hebert