

Lost Bridge Village Community Association, Inc.
By Teleconference (COVID-19)
Board Meeting Minutes – Open Call in for Members
June 15, 2020 @ 6:00pm

Call to Order of Regular Meeting by President John Buhr @ 6:08pm

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

Trustees Absent: Russ Lamer

Approval of Agenda

- **Motion was made to approve the Agenda**
M/S/C Carrie Webb/Debby Overstreet/Unanimous

Recognition of Members, Visitors, & Comments

- Various – 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.

On Agenda: Pat Collins – discuss drainage problem – Absent - *Was Not on Phone for Conference.*

Charles Wesenberg – Is the covenant change referring to allowing chickens in Cedar Acres?
John Buhr – yes, it is.

Comments Approval/Discussion of May 18, 2020 Board Minutes

- **Motion was made to approve May 18, 2020 Board Minutes**
M/S/C Carrie Webb/Wayne Gunnels/Unanimous

Treasurers Report – May 2020

BALANCE SHEET

Current Assets

Checking/Savings

1000 · CASH IN MONEY MARKET - 0172	97,029.09
1001 · CASH IN CHECKING - 7265	15,380.60
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	20,711.95
Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743	66,079.49
1007 · CASH CONTINGENCY M/M FUND 9016	77,610.32
1010 · BUILDING DEPOSITS	35,800.00
Total Checking/Savings	291,899.50

May 2020 - Profit and Loss - Actuals vs. Budget

	Account	May Actuals	May Budget	\$ Diff	% Diff
Assessment Income	4000	\$1,928	\$1,600	\$328	21%
Late Fees Collected	4090	\$190	\$650	-\$460	-71%
Donations	4100	\$0	\$3,373	-\$3,373	-100%
Other Income		\$5	\$286	-\$281	-98%
Total Income		\$2,123	\$5,909	-\$3,786	-64.1%
Maintenance	7200	\$3,172	\$4,459	-\$1,287	-29%
Rec Center	7400	\$1,829	\$2,856	-\$1,027	-36%
General & Admin	7500	\$4,098	\$5,130	-\$1,032	-20%
Community Building	7600	\$432	\$560	-\$128	-23%
Roads	7700	\$617	\$1,117	-\$500	-45%
Capital Improvements	7900	\$0	\$825	-\$825	-100%
Total Expenses		\$10,148	\$14,947	-\$4,799	-32.1%

2020 - Year to Date

YTD Actuals	YTD Budget	\$ Diff	% to Budget
\$186,326	\$178,150	\$8,176	105%
\$2,719	\$2,520	\$199	108%
\$1,685	\$4,909	-\$3,224	34%
\$1,992.05	\$4,728.00	-\$2,736	42%
\$192,746	\$190,593	\$2,153	101%
\$13,227	\$21,524	-\$8,297	61%
\$11,443	\$13,879	-\$2,436	82%
\$38,277	\$45,511	-\$7,234	84%
\$4,513	\$3,455	\$1,058	131%
\$7,420	\$5,731	\$1,689	129%
\$5,287	\$12,410	-\$7,123	43%
\$80,168	\$102,702	-\$22,342	78%

Income:

- ~ Assessment income finished ahead of budget for May. Assessment income is +\$8.2k ahead of budget for the year or +5%.
- ~ \$190 in late fees were recorded in April. Late fees are +34% ahead of budget for the year.
- ~ \$3240 was budgeted for 4th of July Fireworks in May. These donations will be reflected in June financials.
- ~ Total income was behind budget by \$3k or -45% in April, but we're ahead by \$5.9k or +3% for the year.

Expenses:**7200 MAINTENANCE**

- ~ Total LBV Maintenance finished -29% below budget in May.
- ~ Savings came from equipment repair and LBV work, which includes mowing and misc labor.
- ~ Total LBV Maintenance is -39% to budget YTD.

7400 RECREATION CENTER

- ~ Rec Center expenses were -39% below budget for May
- ~ \$1,706 for Rec Center repair was the primary expense in May. \$1k was saved with absence of the pool manager.
- ~ Rec Center expenses are -18% to budget YTD

7500 GENERAL AND ADMINISTRATION

- ~ Gen/Admin expenses were -\$1k under budget in May. Savings came from unused legal costs that were budgeted
- ~ Admin expenses are -16% to budget YTD

7600 LBVCA COMMUNITY BUILDING

- ~ Community Building expenses were under budget by -\$127 in May
- ~ Expenses are over budget by 31% YTD, due to Maint/Repair 7622

7700 ROADS

- ~ Total Roads was under budget by \$500 in May.
- ~ Roads Dept is +\$1.7k or +29% over budget through May

TOTAL EXPENSE

- ~ Total expenses for May finished -32% to budget and expenses for the year are -22% below budget or -\$22.3k

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

M/S/C

Carrie Webb/Debby Overstreet /Unanimous

Officers Reports:**President – John Buhr**

- Nothing reported

Vice-President – Carrie Webb

- Nothing to report at this time

Trustee Reports:**ACC Meeting Minutes for June 1, 2020****Members Present:** John Niernberger, Chairman, Terry Brock, Sam Reynolds, Jeremy Webb, and Jeremy Webb**Members Absent:** Dottie Elbert, Rhonda Eaves**Call to Order:** 4:00 pm (meeting was held outside and social distancing was practiced)**Applicants Present:** None**Chairman Report:** John reported that Jim Haguewood stepped down from the ACC and Rhonda Eaves is also resigning. Larry Elbert has been invited to attend/observe the next ACC meeting as a future ACC candidate.

- Pat Ryan, 11832 Dogwood. Inquiry regarding culvert installation. John directed him to Benton County.
- Steve Pharris, 21407 Redbud (rental property). Storage Shed without ACC approval. John sent property owner a letter but has not received a response.
- Porfi Del Santos, 11684 Dogwood. Covenant complaint regarding recently painted home (bright blue). Committee would have recommended a color less vibrant to conform with covenants.
- Eva McCrory, 21396 Ridgeview Dr. Metal fencing. Project was started without prior ACC approval. Contractor (Mark Patterson) was notified during the fence installation and agreed to make formal application. None received to date. A motion was made to send letter for violation.

M/S/C

Terry Brock

Jeremy Webb

Unanimous

- *John asked everyone 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. News was not met with enthusiasm.*
 - **Discussion Items:** None
 - **Member Reports:** Spreadsheet review of the active building projects.
 - **New Business:** Bring ideas to July's meeting regarding: (1) Changing time of ACC meetings and (2) Continuing to accommodate property owner requests to meet and approve smaller projects on non-ACC meeting days which is contrary to our Covenants.
 - *Pete Lawlor was unanimously approved as the new LBV ACC member.*
 - **Old Business:** None
- Next meeting Monday July 6, 2020, at 4 PM (Tentative)*

Airstrip – John Buhr, TA

1. During this past month, a core team was established which will represent the pilots and other identified parties regarding the airstrip. This will be a leadership team that will plan how and what needs to receive airstrip attention.
2. The airstrip was sprayed with herbicide to kill-off new weeds that have sprouted in the cracks not yet re-sealed. However, the effect was not as effective based on unexpected rain fall.

Looking Forward:

1. The core team will establish a short-term plan for airstrip improvements/maintenance items. We will also update and establish a contact list for communicating what is going on.
2. Herbicide will be re-applied when there is not a chance of rain for several days. Addition produce will be purchased for this effort.

Community Building – Russ Lamer, TA

Remain closed due to CDC guidelines. We will monitor situation to reopen.

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

Kirk Schuenemann, TA – Nothing to report

Russ Lamer, TA – Nothing to report

Debbly Overstreet, TA – There was a lot of feedback from the Village wanting to know what we can do as a covenant compliance group. Asking why we have not acted on some of complaints that have occurred. Can we explain what the covenant compliance can do? The feeling on the LBV Community Page was the board was not doing enough on acting on complaints particularly about too much trash around homes, safe conditions, and noise complaints that were coming from the same home.

The board is made up of non-law enforcement volunteers.

- we can contact the person registering the complaint
- we can contact the person who the complaint is about
- we can ask them to make certain changes, but we don't have any legal ability to force them to do anything really. That is where we get Benton County involved especially when it is about health and safety.

John Buhr – When we get a complaint, the protocol is the call the person who contacted us regarding that complaint. 1 - We then would follow up with calling person who complaint is against and have a discussion regarding the complaint. 2 – Written communication reviewed by another board member.

If regarding speeding, noise, etc. the owner should call the Sheriff Department.

As a board we could decide to clean up a property and bill the owner. Should the owner not pay, we could put a lien on the property. As a board we need to make everyone aware of the covenants.

Debby – The Benton County Environmental Agency has agreed to talk to me once a month to talk about all the properties in the village combined. It is a process when they are involved to get things moving in the right direction.

Legal and Insurance – Wayne Gunnels, TA

Legal

Council has provided a verbal legal opinion with the ballot initiative and next steps on the tennis court initiative. We are asking for a formal opinion in writing before we move forward with plans for the tennis court project.

Insurance

Nothing to report.

Library – Russ Lamer, TA

Closed due to CDC guidelines. We will monitor situation to reopen.

Parks and Recreation

Kirk Schuenemann – We need to spend a little money on the pool.

Ryan Walker – Maintenance for Village - The pump is oversized, so we are burning up motors every year. It is trying to suck more water but ends up sucking more air and overheats the motor and the rest of the filtration equipment.

- I recommend a pool tech come in and replace the pump that way all the work will be warrantied that way it is not our problem for the next couple of years.

Another issue is we have 2 filters and another one was in the budget to be purchased this year. Right now, we are working with only 2 filters which is what the state requires but I know in the past the Village likes to keep a third one as a spare.

Replacing the pump will be around \$1,320 plus tax. The labor is \$95 per hour and they estimate it will be 2 hours plus \$38 driving fee so will be \$228 plus tax for labor. They should be able to come out in 2 business days to replace the pump in case we need it. The filters we have are very large. We need to run 2 filters. The 3rd filter is down and believe the 2nd one is on its way out also. The cost of the replace a filter is \$2,172 and about 2 hours of labor \$190. If we have them do this the same time, we would not have to pay the extra \$38 for another driving fee. We still have a water leak that is in the line that comes from the meter. This need addressed at some point.

- **A motion was made to move forward with a new pump and also to move forward with the water leak detection and repair.**

M/S/C

Carrie Webb/Debby Overstreet /Unanimous

Property & Marketing – Debby Overstreet, TA

- Several (3 or more) inquiries have been received regarding land owned by LBV.
- One inquiry includes a request to consider 45 acres adjacent to the lots- need to determine if village would allow any sale of this property as well. Any Common property must go to Village for an ownership vote.

Web Design – Carrie Webb, TA

I am working to develop an option for pool use registration/reservation online. This will allow residents

to go online and see if there is an opening in the pool as well as prepare our pool manager for each swim shift. This is ongoing and I am working with GoDaddy. I will have more to report later this week. I did discuss our account with a GoDaddy specialist while I had them on the phone Friday and they still have no options which would lower our annual cost without a complete restart to our website.

Keycodes - I have not put anytime into this in the last month due to the amenities being closed for COVID. I will get this updated before we reopen everything.

Election – Carrie Webb, TA

- Nothing to report.

Roads & Maintenance – Kirk Schuenemann, TA

- *No report turned in*

Security Patrol – Russ Lamer, TA

- Nothing to report

Social – Carrie Webb, TA

Hoping to meet with Mary in the coming week to go over a few things and get the ball rolling for a possible future event COVID depending.

Tech Support – Debby Overstreet, TA

- Received bid for service from CCS to reinstall drivers, improve network and offer help-desk service
- Understand that GoDaddy review of billing was performed last year by Carrie and as it impacts the web building, no further changes or investigation will be undertaken.
- Need Board to review service bid and advise – see Old Business

Old Business (Status Update):

- Black's proposal for Tennis – John Buhr – John will call Adam and see where things are. I will try and get ahold of him in the next handful of days.
- July 4th – Carrie Webb – We have had a few letters coming in that object to us hosting the fireworks but it is important to know that we are not posting or encouraging a gathering of any kind around the Rec Center for the viewing of the fireworks. We are shooting off the fireworks and it is up to people to decide how and where they are viewing. There will be signs up for social distancing as per CDC guidelines. The shoot site will be taped off as per the guidelines of the state. LBV will not be having any kind of social before or after.
- Rec Center & Community Building Reopening Update – John Buhr – The Rec Center area will remain closed. We are trying to open the Library in the Community Building on certain days for a limited number of hours. We need to get the details worked out. We are targeting the pool to open on July 1. There are a lot of moving parts before we can open it.
- Covenants Modifications and Bylaws update – Just Reminder – John Buhr
- CCS review service bid – Debby Overstreet – Needs approval to go ahead with the service from CCS. It is to reinstall drivers, to install and update the Virus ware, and to support the office with a help desk service for around \$700. This should get everything working like it should in the office. The monthly fee is only if used for a problem; is an ad hoc item.

➤ **A motion was made to approve the CCS proposal without a monthly fee.**

M/S/C

Debby Overstreet/Carrie Webb/Unanimous

New Business:

- Executive Meeting prior to Regular Board Meeting – John Buhr – An executive meeting was held prior this Board Meeting for an open TA position. We had a vote and approval for Kati Griffin for the open TA position. Her appointment will be carried until March 2021 Annual Board Meeting. She is picking up the Parks and Recreation.
- Approval of new ACC Committee Member – Pete Lawlor

➤ **A motion was made to approve Pete Lawlor as an ACC Committee Member**
M/S/C Debby Overstreet/Carrie Webb/Unanimous

➤ **A motion was made to adjourn.**
M/S/C Debby Overstreet/Kirk Schuenemann/Unanimous

Adjournment @ 7:03pm

The next Board Meeting – July 20, 2020 @ 6pm

John Buhr, President

Carrie Webb, Vice-President

Wayne Gunnels, Secretary/Treasurer

Russ Lamer (Absent)

Kirk Schuenemann

Debby Overstreet

(OPEN)