

**Lost Bridge Village Community Association, Inc.  
Board Meeting Minutes  
November 13, 2017 @ 6:00pm**

Executive Session @ 6:00pm

Discussion of purchasing new tractor. Comparisons were made, and decision was made on the brand. Couple of board members were going to do a test drive and demo in next few days. Phil Williamson is to start the funding process. If demo/test drive goes well, an email will be sent to board members for approval or disapproval of tractor purchase.

Manufactured homes were discussed. Jon Testut, Jon Buhr and Phil Williamson went to couple of Manufactured Home Dealers in town. The definition in the covenants should be changed. After much discussion the topic was tabled and will be discussed next month.

Call to Order of Regular Meeting @ 6:30pm

Trustees Present:           Phil Williamson           John Buhr  
                                  Jon Testut                 Ben Hebert  
                                  Mary Gray                Randy Haley  
                                  Corey Maish

Trustees Absent:

Motion to Approve Agenda  
M/S/C                 Randy Haley/Ben Hebert/Unanimous

**Treasurer Report/Financials – Phil Williamson**  
**Treasurers Report**

	<b>Oct 31, 2017</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · CASH IN MONEY MARKET - 0172	21,107.20
1001 · CASH IN CHECKING - 7265	20,204.51
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	20,449.06
<b>Total 1003 · ARVEST CAPITAL IMPROVEMENT 0743</b>	29,521.28
1007 · CASH CONTINGENCY M/M FUND 9016	52,825.78
1010 · BUILDING DEPOSITS	41,675.00
<b>Total Checking/Savings</b>	165,333.77

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

	Account	Oct Actuals	Oct Budget	\$ Diff
Assessment Income	4000	\$1,120	\$983	\$138
Total Income		\$1,740	\$2,234	-\$494
Maintenance	7200	\$6,748	\$3,353	\$3,395
Rec Center	7400	\$796	\$1,613	-\$817
General & Admin	7500	\$13,218	\$5,249	\$7,969
Community Building	7600	\$2,288	\$1,029	\$1,259
Roads	7700	\$737	\$1,137	-\$400
Capital Improvements	7900	\$0	\$0	\$0
Total Expenses		\$23,787	\$12,382	\$11,405

**October Year-to-Date Summary**

YTD - Oct Actuals	YTD - Oct Budget	\$ Diff	2017 Annual Budget
\$195,711	\$194,732	\$979	\$196,500
\$224,137	\$207,598	\$16,539	\$209,750
\$40,513	\$33,034	\$7,479	\$38,750
\$40,226	\$43,434	-\$3,208	\$44,250
\$74,182	\$86,991	\$12,809	\$98,510
\$9,610	\$11,895	-\$2,284	\$13,830
\$13,312	\$12,502	\$811	\$15,110
\$21,029	\$32,150	\$11,121	\$32,150
\$198,873	\$220,005	\$21,132	\$242,600

**Income:**

Assessment Income on target for the month while Total Income slightly lower for the month  
 YTD Assessment Income within 1/2% of Annual Budget  
 YTD Total Income has exceeded the Annual Budget

**Expenses:**

The budget overrun is attributed to the following:  
 \* Maintenance - purchase of the Leaf Mulcher and two Stihl saws  
 \* General Admin - personal property taxes paid in Oct, budget in Sept'  
 \* Comm Bldg - fan motor in a/c had to be replaced

**November thru December Outlook:**

Cash available as of 10/31/17	\$41,312
The total forecast of expenses for the 4th Qtr	\$21,899
Remaining cash if spend 100% of budgeted amount	\$19,413

Motion was made to approve October's Financial.

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

**Officers Reports:**

**President – John Buhr**

- No Report

**Vice-President – Jon Testut**

RE: New Home Construction Project; PMR U1 19

Narrative:

ACC records show that the property owner applied to LBV ACC for a permit to build a home with detached garage on/about Feb 11, 2013. Larry Shade, then an ACC member/inspector, was assigned the case. A performance deposit of \$3,000 was received by LBV as well as a \$600 permit fee. Delays in construction prompted the owner to apply for and receive (several) time extensions.

During the period of construction, under the authority derived from the creation and filings with Benton County, which gave the ACC authorization to provide its own inspections, the project was monitored periodically. (See notes below) A final inspection was performed on November 2, 2017, and the project was deemed complete and

eligible to receive a refund of the entire performance deposit. This project was allowed to continue under the CCR&R and BS&P in effect at the time/date issuance of the original ACC permit, thereby 'grandfathering' it to this point in the process. Since this is a legacy procedure, a final inspection stipend of \$50 is due and authorized to be paid to Larry Shade for his participation as inspector.

## ***Trustee Reports:***

### **ACC Liaison** – Jon Testut

Architectural Control Committee Meeting

**Date:** Nov 6, 2017

**Time:** 9 AM

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

**Absent:** Rich Brundage

### **New inquiries:**

- Pre-approval, Gainer drive

### **Existing Cases:**

- WMT S1 10, Swimming Pool added existing Proj App pre-approval
- PMR U12 553, ACC allowance to use RV while building project underway
- PMR U4 55, completed project, return PD
- CCA B2 56, project stalled, letter sent
- PMR U4 61 on hold; clear cut; trailer not allowed

### **Board Action:**

1-Board to act on changes and acceptance for January Ballot initiative

See New Business

### **Airstrip** – Jon Testut, TA

- Nothing to Report

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

- Nothing to Report

### **Covenant Compliance & Review**

#### **Phil Williamson, TA – LBV**

Benton County Environmental Department completed their actions on the two homes (one on Hickory and one on Cedar) in helping the Village resolve the covenant violations. The home on Hickory is secured and deemed habitable. Therefore, they can no longer offer any assistance. Legal activities have ceased on this property.

The home on Cedar is in probate and no legal action can take place until this period is over, which is scheduled for some time in 2019.

Both of these covenant violations have been closed.

Recently, someone purchased 2 lots in PMR from a local Realtor who also has a house and property in the village. The new owner cleared 1 lot and was in the process of putting a trailer house along with horses on the property. The new owner did not get good information from the realtor or didn't ask the right question. This is very concerning. Discussed some ideas to prevent this from happening in the future.

#### **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

No report submitted by librarian.

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

- Nothing to report

**Political** – Ben Hebert, TA

- Nothing to Report

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

I have talked with both local Real Estate companies and neither are interested in the billboard. Since it will double our expense to keep it and with no known calls from the billboard this year to generate revenue I am suggesting we let it go for now. I will also be taking some signs to a local sign company to ted with a new color scheme and a more modern look. The colors I have in mind are a turquoise and crimson red. I will have one done and bring it in front of the board for approval.

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

John Buhr, TA (Lead)

**Water run-off management**

R&M has started clearing/cleaning and reshaping our initial four areas on Dogwood between the rock wall and White Oak. The plan is to finish these areas by months end. These areas are targeted, because they represent hot spots during rain events, usually having run-off water flowing over the roadway. In addition, the cross-street culverts typically get clogged adding to the water flow problems. R&M is also reshaping, adding holding pools and rip-rap at these culverts to better channel water and minimize cross street flow. Please continue to be on the look-out for our crew as you are driving, because we will have not only people but equipment in the work area.

**Benton County Roads Meeting**

On 11/27/2017 R&M had our bi-annual meeting. We reviewed the work completed to date in 2017, which included roadway grading, signage, installation of roadside barriers, patching and repaving. There were a couple of follow-ups identified that will be addressed in the near future and closed out. New business covered repaving several streets, installing new cross street culverts in several locations, Posy Mountain roadwork and patching. Nothing was scheduled, and R&M will continue to follow-up and provide updates. We did receive at no charge to LBV sand and salt for this winter, which has been stockpiled at the MX Building.

**Equipment**

R&M purchased a new pole chainsaw and a heavy-duty brush cutter. Both new tools have done an outstanding job with the recent water run-off management program. The pole chainsaw will also be very useful when trimming tree limbs overhanging the roadways, while the brush cutter will help us clear foliage in drainage ditches and cut traffic vision sight lines around curves.

### **Debris Shredder**

As we continue to focus on the environment and conservation, R&M has purchased a debris shredder. This will be used on tree leaves and does a fantastic job reducing the volume of leaves when shredded. This piece of equipment also supports our effort to reduce burning. This adds to our equipment resources, allowing us now to chip limbs up to 6" and shred leaves that are dropped off at the burn pile.

### **Burn Pile (Signage & Debris Management)**

When you access the burn pile please read the directional signs that have been installed. R&M has placed these directional signs to help us better manage the debris and keep up with the volume. LBV your job is to separate your burn pile loads into the specified categories and then dump them in the specified area. Thank you in advance for your support and cooperation.

For your awareness there is a group of LBV volunteers that now manage the debris. This has been a huge success and really helps us in R&M, so that out time can now be spent working other areas.

### Jon Testut, TA

- Purchased new leaf Shredder
- Proposal to include new tractor into next year's budget (still active)

### Randy Haley, TA (PMR)

Nothing new to report on Posy roads.

Did field a question from Property Owner PMR U1 19 about a final inspection on his home since all other inspections were done by the ACC. Advised him to call John Buhr to clarify, but I believed when he called for a final inspection that if all ACC inspections had been completed they would be honored by the county.

### **Security Patrol** – Phil Williamson, TA

#### **LBV:**

- Nothing to report

#### **PMR:**

- Nothing to report

### **Social** – Mary Gray, TA

The Social Committee met on October 30<sup>th</sup> to discuss the December social.

The social is scheduled on December 9<sup>th</sup>, 6:00 p.m. at the Community Building. Details will follow.

### **Tech Support** – Jon Testut, TA

- No report

### **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. – Still Working on
- Increase Property for sale – Ben Hebert – The Lots for Sale will on the Spreadsheet and

- website will be changed to reflect the lowest price of \$1k.
- Replace/Update for sale signs and at correct location – Ben Hebert – Working on it, will bring to next meeting for approval.
- Communications tower update – John Buhr – Still working on it
- Pool Manager – John Buhr – Sending names to Corey that were sent out earlier for him to contact.
- Manufactured Homes Leadership Team update – Working on definitions
- Rental Property Leadership Team update – on hold

**New Business:**

- Lot MOU S5 46 – Discussion about if this lot is considered for sale and should be on the LBVCA Lots for Sale list. – No decision was made. Held over until next board meeting
- Change in BS&P Tier – Jon Testut - The ACC Committee asked to approve a new Class A Building Project Fee and Deposit requested a change in fee schedule to include:

Class E: **Site Preparation** per project (i.e. excavation, minor tree removal, etc.) NOT requiring a Benton County Permit.

\$50 Application Fee and \$500 Performance (refundable) Deposit

Motion was made to approve Site Preparation fee and deposit.

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

- Board Approval for ACC Change in Covenants - Jon Testut – The board suggested when sending out for a vote, it needs to be easy to read. Explain why want the covenants changed and to what. Just a sentence or two. Want to take out: *“The position of Building Inspector may be held by a member of the committee.”*

Motion was made to approve the change and put to a village vote in January as noted below.

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

**NOTE 1: (current wording)**

CCR&R Article X, **Section Two.** Architectural Control Authority. The authority to grant or withhold architectural control approval as referred to above was originally vested in Lost Bridge Village, Inc., and later delegated to Lost Bridge Village Community Association, Inc., by contractual agreement dated April 13, 1988, as recorded in the Deed of Records, Book 687, Page 686, in Benton County, Arkansas, and which subjects all lots within the development, as specified in Exhibit A, to the Community Association's authority concerning architectural control.

**NOTE 2: (Suggested change to section two)**

The ACC will be composed of seven members appointed by the LBVCA Board of Trustees for three-year renewable terms. The commencement of appointments will be staggered to provide for experience, familiarity with procedures, and continuity of administration. It is the responsibility of this committee to establish Building Standards and Practices for the Village, and to set forth such rules, regulations, policies and procedures in support of the Covenants to administer the building process in an orderly fashion. The committee shall regularly review and revise the ACC Standards, Practices, Fees and Procedures to assure that they remain in accord with changes to conditions or regulations. Major revisions will need approval by the Board before they are placed in effect.

Members of the ACC are responsible to ensure the rules, regulations, policies and procedures in support of the Covenants and the Building Standards and Practices guidelines have been met. Lost Bridge Village building projects will be inspected by Benton County Building Inspectors who will enforce the rules and regulations of the Benton County Planning Department.

**NOTE 3:**

As of recent, an unsigned document denotes a cooperative effort between LBV and Benton County Planning Department, providing LBV with County inspections by County inspectors. These inspections support Benton County rules and regulations, and other than a simple communications channel, the County does not and will not enforce the LBVCA CCR&R. It remains the duty of the ACC to fulfill that responsibility.

**HOUSEKEEPING:**

Just a reminder, if you use the credit card, the receipt should be turned in right away. There is only 1 card so if you checked it out, return it right away along with the receipt.

**Adjournment**

A motion was made to adjourn.

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

**Adjournment at 7:43 pm**

**The next Board Meeting will be December 11, 2017.**

\_\_\_\_\_  
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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Randy Haley

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Corey Maish

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Ben Hebert