

MINUTES

BELLA VISTA TOWNHOUSE ASSOCIATION ANNUAL MEMBERSHIP MEETING February 21, 2018 9.00 A.M.

Board Member Present

Jack Adams
Tom Barber
Ron Johnston
Johnese Johnston
Gail Kapica
Steve Larsen
Darlene Tuohy

Board Members Absent

Staff Present

David Whittlesey, General Manager
Beverly Schommer

7 Members & 1 Guest Present

The meeting was called to order at 9:00 A.M. by Jack Adams. He opened the meeting by thanking the members for attending the annual meeting. Then asking each Board member to introduce themselves.

Darlene Tuohy, the newest member of the Board, lives in Tanyard Creek since 2000. They moved here from Kansas City and she is very active and volunteers for the Hospital Auxiliary also.

Tom Barber, lives in Metfield Courts, on the Board for 3 years. Moved here from Oklahoma, love this area and enjoying life.

Steve Larsen, lives in Windsor Courts, has lived in Bella Vista since 2000, has owned a townhouse for 3 years and enjoys it here. He has served on the board for a year and a half.

Ron Johnston has been on the Board for about 4 years, they have three townhouses they have as rentals, have always enjoyed being on the Board and helping the Association make improve. We appreciate your comments, those help us and guild us to get things done like we all would like to see them done.

Jack Adams came from Iowa where he spent all his life until he retired from the school system. He moved here in August of 1999 into Shakespeare Courts III where his townhouse is. He has served on the Board since April of 2000. He has seen lots of progress through all those years. Jack expressed his thanks for all the support of the owners saying that he has been through a lot of things in life and is sure there is a lot more to come. Thank you to everyone attending the meeting.

Gail Kapica lives in Metfield also and has lived in Bella Vista since 2000. The area has grown an awful lot and not sure she's crazy about that, but she enjoys being on the Board. It's something good to think about, helping her stay active she said.

Johnese Johnston and her husband are both Oklahoma, Texas, Arkansas transplants who have recently moved to Missouri. Shortly after she retired from a construction, real estate background they moved to start a farm and are raising goats, honey bees. They originally got into townhouses for one reason. God tapped them to help people and they were blessed with enough money that they could help others. They have been very attending,

very concerned landlords and have occasionally needed to forgive rent and help couples get through a hard time. "That was our intention," she said. We loved living in Bella Vista plan to move back someday.

Following the introductions, President Adams announced election results as follows:

157 valid votes and 114 proxies returned. Ron Johnston and Gail Kapica were elected to serve for another three years. Jim Westphal ran and received considerable support. He told Jim to stay active and hopes he considers running again.

President Jack Adams read the resolution FY2018-001 which is, "*Be it resolved: That all acts of the Board of Directors and Officers, for and on behalf of the Bella Vista Townhouse Association during the past year be and they are hereby approved, ratified and confirmed*". "*Secondly, let this be our official declaration of policy that all current manuals, policies, motions, etc. previously approved by the Board of Directors are hereby reaffirmed.*"

A motion to approve the resolution as read was made by Darlene Tuohy and seconded by Gail Kapica. Motion passed.

A motion was made by Tom Barber and seconded by Steve Larsen to dispense with the reading of the minutes from February 15, 2017, Annual Meeting. Motion passed.

Motion to approve the minutes of February 15, 2017, Annual meeting was made by Ron Johnston and seconded by Tom Barber. Motion passed.

General Manager David Whittlesey then gave a review of 2017:

Your Association consists of 1,048 townhomes, approximately 360 acres of Limited Common Property and annual assessment of \$840, unchanged from 2016. The annual financial review was conducted by independent accounting firm McFall & Associates. Revenue was \$901,968 with expenses totaling \$797,846. Overall revenue exceeded expenses by \$104,122. Your Association currently holds Debt of approximately \$76,000 from the purchase of 4 vehicles in 2015. Total operating reserves continued to decline, ending the year at approximately \$159,000, down from \$216,000 in 2016. The auditor recommends a 3-6-month operating reserve.

A continued upward trend in real estate values led to 136 properties being sold, compared to 114 in 2016. For the year, 14 applications for major improvements or additions to townhomes were processed, down from 19 in 2016.

Foreclosures have fallen off dramatically from the peak around 7 years ago. Just 2 new foreclosures occurred in 2017 and bad debt write-off totaled \$10,756 from 6 properties. Collection of past due accounts continues to be a challenge. 2017 started with a total of \$43,548 in past-due assessments for 36 properties. Aggressive steps for legal action for collections remain in place following the placement of a Lien. When a property becomes 120 days past due, the Association's attorney sends a certified letter to the deeded owner. If the owner does not make the account current, establish a payoff plan, or fails to respond, a lawsuit is filed. This resulted in bad debt recovery of \$11,350 for the year. Satisfactory judgments against delinquent owners include wage and/or bank account

garnishment and a downgrade to their credit. We currently have several judgments pending execution.

With the \$1.00 per hour increase in starting wage for both full-time and part-time hourly maintenance employees in 2016, staffing and turnover have stabilized. We ended the year with a staff of 13 full-time and 2 part-time employees, unchanged from 2016.

During the course of the year, two major infrastructure improvement projects were completed. In Drake Courts: Contract removal of the Cora Circle tennis courts including groundwork, new concrete retaining wall, expanded office parking & new sidewalk. The project also included ravine restoration and drainage improvements to alleviate severe street runoff erosion behind 100-102 Clubhouse Dr. Total cost for the projects was \$72,817.

With the City-wide conversion to curbside sanitation service the beginning of 2017, all remaining wooden trash corrals for trash cans were removed. Any remaining corrals became the responsibility of area owners at their request. In addition to regular grounds maintenance services and these infrastructure projects, repairs were also made to cart sheds, court street lights, and signs. Tree trimming to clear roofs and remove low hanging limbs was performed in most areas. Special projects for townhouse owners were also performed with the Association providing the labor and equipment and owners paying for materials. Projects included rocking yards, repairing or replacing railings and front walkways, removing and planting bushes and shrubs, replacing landscape timbers and metal edging and French draining downspouts for erosion control. These Special projects are an 'extra' service provided as time and resources allow and, in the order, they're received. Regular grounds maintenance services are always a priority.

Equipment purchases include: 1, used 2016 Kubota BX25 tractor with backhoe; 1 Kubota GR2120 lawn mower; 1 Billy Goat leaf vacuum; 1 Airless paint sprayer; 1 underground wire locator; 1 Powerhouse portable generator; 2 Stihl BR700 backpack leaf blowers; 1 Stihl MS362 18" chainsaw; 1 Stihl HT133 pole saw limb trimmer; 2 Stihl HS56C hedge trimmers; and 4 Stihl FS50 weed eaters.

Equipment sold includes 1 1995 Mazda 2300 pickup and 1 1997 Isuzu Hombre pickup.

In closing, I'd like to thank our board of directors for their time as volunteers, commitment, leadership, and support and recognize each of our employees for their dedication and quality work.

With that, I'll open the floor for Members comments & questions.

An owner asked for clarification on the \$11,000 debt collected and how that compared to the fees paid to an attorney. David Whittlesey, GM explained the legal fees are additional and passed onto the owner. Late fees are tracked separately by line item also.

Another owner asked how many corrals exist and are the residents in those areas taking care of them. The response from the General Manager was there are 3 and so far they have been taking care of them.

Another owner made a comment about the Grounds Crew. She said they have done a really, really good job and as for special project, they have been just terrific. She encourages anyone that needs something like that done to call the office, they are really very good.

Another owner spoke, agreeing with the previous, they get right after it. He is also very pleased with what's happening in his area. They are beginning to take out the concrete pads and preparing to paint the storage units up to the street. While it seems like things happen very slowly, but they are moving forward and that's the best thing I can say about our grounds crew, Jim, and David. He would like to report there are a washer and dryer across the street from him that has been there for a couple weeks. "David Whittlesey said he is aware of the washer & dryer. The concrete pads he spoke of were put in by Cooper. Some have a little concrete, some have a lot and are more difficult to remove. Some owners have put a bench on the pad and are using it. If someone wants us to leave those pads they call the office and let us know."

David Whittlesey acknowledges the homeowners who are kind to the ground crews through their acts of kindness. The guys really appreciate the water, coffee and sometimes even the cookies. It is very much appreciated.

Motion to adjourn was made at 9:24 A. M. by Tom Barber and seconded by Gail Tuohy. Motion passed.

Next Regular Meeting
February 21, 2018
2 Cora Circle
10:00 A. M.

Next Annual Meeting
February 20, 2019
2 Cora Circle
9:00 A. M.