

MINUTES

BELLA VISTA TOWNHOUSE ASSOCIATION

April 17, 2019

9:00 A.M.

Members Present

Jack Adams – Vice President
Kristy Danna - Director
Johnese Johnston – Sec/Treasurer
Ron Johnston - Director
Gail Kapica - Director
Marissa Whitfield - Director

Members Absent

Tom Barber - President

Staff Present

David Whittlesey, General Manager
Beverly Schommer, Office Manager

1 owner member present

The meeting was called to order at 9:00 am by Vice President Jack Adams.

A motion was made by Ron Johnston to approve the minutes from the March 20, 2019 meeting and seconded by Johnese Johnston. Motion passed.

Treasurer's report for March 2019 was given by Johnese Johnston.
Kristy Danna made a motion to approve the Treasurer's report, seconded by Gail Kapica. Motion passed

Vice President Jack Adams welcomed the guest and gave an invitation to address the board.

New Business

ACC:

20 Mellor Lane – Larry & Sandy Keck – bring deck railing to code.
Motion to approve the application was made by Marissa Whitfield and seconded by Ron Johnston. Motion Carried

45 Melinda Lane – Howard & June Johnson – adding stairs to existing rear deck.
Motion to approve the application was made by Gail Kapica and seconded by Kristy Danna. Motion Carried

08 Norwood Lane – Maryann Wehrle – build 8'x30' deck with stairs
Motion to approve the application was made by Johnese Johnston and seconded by Marissa Whitfield. Motion Carried

David Whittlesey presented bid proposals from a Contractor for work on the Bentley Lane Retaining Wall and work on 5 different Streets in Courts on both the East and West sides of Bella Vista.

A motion was made by Gail Kapica to accept the Bids and seconded by Marissa Whitfield. There was further discussion by members of the Board and there was a vote on the motions with a unanimous no for this motion. Motion failed.

Another motion was made by Johnese Johnston requesting at least one more bid for the proposals presented, motion was seconded by Marissa Whitfield. Motion passed.

David Whittlesey stated he will request multiple bids with an attempt to narrow the smaller projects down.

General Manager's Report

Cool early spring weather has allowed us to continue member-requested landscaping special projects but we'll need to conclude by the end of the month with the change-over to growing season services. Spot mowing started April 1st and the first cycle of weed spraying landscape rock beds began March 18th and concluded the 27th. The second weed spraying cycle will get underway this week and continue as weather permits. The initial bush and shrub trimming cycle along with cleanup of remaining winter leaves and debris will begin by the first of May. Each trim cycle typically takes 4 to 6 weeks and we generally trim 3 times from spring to fall.

On April 4th, I gave Kristy & Marissa the new board member tour of all 17 Townhouse Association courts. It took over 3 hours and I appreciate their time and hope they found it beneficial and informative.

Based on staffing shortage and lack of applicants, I'm proposing a \$1.00 per hour increase to \$11.00 for new hourly grounds maintenance employees and an increase of \$1.00 per hour for existing hourly employees to improve retention and recruitment. In addition to the wage adjustment there will be more strict attendance and accountability which is outlined in your handout. Please remember, staffing shortages, training of new employees and weather can result in unavoidable delays, particularly in the spring, as resources must be allocated to primary grounds maintenance services.

A motion was made by Ron Johnston to accept the proposed 2019 Policy revision for Hourly Employee Wage & Accountability adjustment presented, motion was seconded by Gail Kapica. Motion passed.

Motion to adjourn was made at 9:48 a.m. by Ron Johnston, seconded by Gail Kapica. Motion passed.

Next Regular Meeting
May 15, 2019
9:00 A.M.