

Bella Vista Townhouse Association

Meeting Minutes

February 19th, 2025
10:00 A.M.

Members Present

Connie White – President
Rick Mayes – Vice President
Marissa Whitfield – Treasurer
Lanni Johnson – Secretary
Julia Landry – Director
Shauna Geers – Director
Andy McClish – Director

Staff Present

Lacey Sauls – General Manager
Elizabeth Hall – Office Assistant

Absent

Jim Carman – Grounds Maintenance & Facilities Manager

The meeting was called to order by General Manager Lacey Sauls, as acting Board President at 9:51 a.m.

Nomination and Election of President: Connie White was nominated to be Board President and was voted to serve for 2025-2026. Connie White then took over the meeting from Lacey Sauls.

Nomination and Election of Other Board Officers: The Board members nominated and voted Rick Mayes as Vice President and Lanni Johnson as Secretary for 2025-2026. The treasurer's position was not filled, pending further discussion by the Board.

Resolution FY23-002 for Registered Agent: A motion was made by Lanni Johnson to assign Lacey Sauls as the Registered Agent of the Association and was seconded by Julia Landry. Motion passed 6-0.

Resolution FY23-003 for Check Signers on all Bank Accounts: A motion was made by Shauna Geers and seconded by Julia Landry that the Officers of the Association namely the President, Vice President and Treasurer, and the Association's General Manager, are authorized as check signers on all Bank Accounts held by the Association. Motion passed 6-0.

Resolution FY23-004 for Employee Cafeteria Plan: A motion was made by Julia Landry to adopt the resolution on the Employee Cafeteria Plan and seconded by Rick Mayes. Motion passed 6-0.

Approval of Minutes: Shauna Geers made a motion to approve January 2025 minutes, seconded by Andy McClish. Motion passed 6-0.

Treasurer's report:

December 2024 financials were reported by General Manager Lacey Sauls.

- Total Income YTD – \$1,170,331.74
- Total Revenue YTD – \$1,224,847.25
- Total Expense YTD – \$1,062,144.35
- Total Net Income YTD – \$162,702.90

Julia Landry made a motion to approve, seconded by Rick Mayes. Motion passed 6-0.

January 2025 financials were reported by General Manager Lacey Sauls.

- Total Income – \$99,857.57
- Total Revenue – \$103,003.99
- Total Expense – \$108,096.46
- Total Net Income – \$(5,092.47)

Julia Landry made a motion to approve, seconded by Rick Mayes. Motion passed 6-0.

Welcome Guests:

1. Kris & Fred Schaap – Drake Court
2. Loyal Steube – Kipling I Court
3. Nan Haug – Brompton Court

Monthly Manager's report:

Grounds Maintenance and Facilities – Jim Carman

Staff Update

- 12 Full Time, 1 Part time

Grounds Update

- Grounds Work Status – Trimming the crepe myrtles, pampas grass and monkey grass with the last two courts left to do, Brompton and Drake. We have been watching safety videos, pulling a few old bushes, trimming trees, working on our equipment, switching from leaf season over to spring work. Reset some metal edging with more to do. We have been grinding out tree stumps in the grassy areas which just in the past month we have now totaled 399 linear ft. which we do not have to weed eat around! We are gearing up to get started spraying once the weather gets to 40 degrees or above. When the weather straightens out, we have some smaller special infrastructure projects we will be working on. We are rocking areas owners have requested.

General Manager – Lacey Sauls

1. Violation Status – 7 Open. 9 Closed.
2. Delinquency Update – As of 2.25.24, delinquency is \$66,735.67. 52 owners over 30 days.
3. 19 active liens (\$58,004.67) and 13 active lawsuits (\$48,507.67).
4. Ownership Changes – 8 since 1/15/25. 11 YTD.
5. Rec Room Rental – As of 1.31.25 = \$840.00. (Budget is \$666.67 monthly).
6. Employee Injuries – 0
7. Training Classes
 - Crepe Myrtles - Completed 1.23.25.
 - How to properly prune Crepe Myrtles.
 - Techniques for pruning crepe myrtles
 - All about crepe myrtles
 - Proper Distribution of Trailer Weight - Completed 2.13.25.
 - Weight distribution on trailers
 - Weight distribution on loaders
 - Backing up trailers
 - Operating a standard transmission
8. Bender CPA Firm Update
 - Rate Change - \$22,900.00 to \$21,250 – Saving \$1,650 for this year. \$1,900 to \$1,750/month. Due to Lacey Sauls handling a significant part of the work.

Old Business:

1. Major Infrastructure Issues. – Lacey Sauls
 - Platt maps of the townhouse and surrounding properties to determine who has responsibility for the issues. (Pending – Waiting on Engineering firm's scope of work)
 - Hydraulic Study – Conference call with Southern Engineering, Andy McClish and Jim Carman on 1/27/25. Southern Engineering is going to get us a scope of work, starting with Basildon as the lead project, due to the threat of damaging homes. The new scope will be staged out based on cost factors, so we can better manage the project based on available funds. (Pending)
 - Arrange a meeting with the City, POA and Utility Companies. (Pending – Waiting on Engineering firm's scope of work)

New Business:

1. BVTa Permit Presentation – Director Andy McClish – Tabled for 3/5/25 work session.
2. Increase in Ownership Transfer Fee - \$200.00 to \$225.00. – Shauna Geers made a motion to approve change of ownership fee, seconded by Andy McClish. Motion passed 6-0.

ACC Applications:

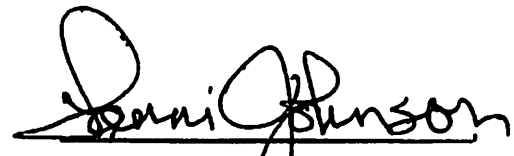
1. 1. 31 Davis Circle, Haug. Tree trimming and underbrush removal (lakefront property). Remove 1 evergreen tree.
2. 33 Davis Circle, Adams. Top existing trees by 2' (lakefront property). Trim low hanging limbs. Cut down anything less than 6". Will remove or mulch all trimmings and place back on grounds to help with erosion.

3. 39 Davis Circle, Doyle. Clean and trim up the trees behind townhomes (lakefront property) and cut down anything less than 6".

Nan Haug requested that tree trimming be removed from the three Davis Circle requests, as season is now too late. However, for safety reasons (clear view of her dock to discourage local children from accessing it) she and neighbors would like to move forward with underbrush clearing. Motion made by Julia Landry to approve, seconded by Rick Mayes. Motion passed 6-0.

4. 31 Britten Circle, Bella May Properties, LLC. Repair deck. Replace rotten supports and fascia boards. Will paint to original color after it cures. Motion made by Rick Mayes to approve, seconded by Julia Landry. Motion passed 6-0.

The meeting was adjourned at 10:40 a.m.



Lanni Johnson
Secretary