

Bella Vista Townhouse Association

Meeting Minutes

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

Members Present

Connie White – President
Rick Mayes – Vice President
Lanni Johnson – Secretary
Julia Landry – Director
Shauna Geers – Director
Andy McClish – Director
Tom Guarino – Director

Staff Present

Lacey Sauls – General Manager
Jim Carman – Grounds Maintenance & Facilities Manager
Elizabeth Hall – Office Assistant

The meeting was called to order by President Connie White at 4:00 p.m.

Approval of Minutes: Andy McClish made a motion to approve February 2025 minutes, seconded by Shauna Geers. Motion passed 7-0.

Treasurer's Report: Due to the Treasurer's position currently being open, February 2025 financials were reported by General Manager, Lacey Sauls.

- Total Income – \$98,118.17
- Total Revenue – \$101,334.11
- Total Expense – \$72,186.94
- Total Net Income – \$29,147.17

Lanni Johnson made a motion to approve treasurer's report, seconded by Julia Landry. Motion passed 7-0.

Welcome Guests:

1. Betty Hoxsie – Drake Court
2. Diane Dunn – Drake Court
3. Charlton & Taylor Head – Drake Court
4. Larry Hughes – Metfield

Monthly Manager's report:

Grounds Maintenance and Facilities – Jim Carman

Staff Update

- 11 Full Time, 1 Part time. Previous employee returned to the area, and is interested in filling full time vacancy.

Grounds Update

- Grounds Work Status – 2nd round of spraying on 14 courts, tree cleanup, mowing winter grass.
- Maintenance and infrastructure projects
 - Norwood Court – Bench paint and re-edging section of common area. Re-rocked portions of court.
 - Kingsdale Court – Re-rocked area on Melanie Lane. Re-rocked portions of court. 2 concrete infrastructure repairs at Kingsdale, replacing failed concrete block walls with poured concrete.
 - Basildon Court – Re-timbered portion of common area.
 - Brompton Court – Re-timbered park area.
 - Drake Court – Re-rocked portions of court.
 - Stump removal – 531 stumps removed and ground out so far, with an additional 5,461 ft. for clear mowing.
 - Work orders completed – 44 this month, 127 ytd

General Manager – Lacey Sauls

1. Violation Status – 4 Open. 18 Closed.
2. Delinquency Update
 - February 2025 = \$66,735.67. 52 owners.
 - February 2024 = \$68,028 with 82 owners. Number of owners delinquent is fewer, but delinquency amount is only \$1293 less, indicating we're doing better at reducing number of delinquent owners, however, long term (large) delinquencies are still on the books. Legal action is being taken, including liens and possible foreclosure.
3. Ownership Changes – 9 since 2/26/25. 20 YTD.
4. Rec Room Rental – \$2,195 YTD versus \$1,333.24 Budget.
5. Employee Injuries – 0
6. CPR Training
 - Red Cross will charge \$900 for up to 10 people. Still sourcing other possibilities.

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 charges – Director Andy McClish. The Board voted at the March 5 Work Session to charge owners a \$50 permit fee when requesting to do external work on their units. The actual cost of the permit process is closer to \$90 per permit, (salary per time spent on site review, and consultation, vehicle gas and use, admin wages to process). The fee will be refunded if the project is denied. A list of projects that include a fee has been prepared and is on the BVTA web page at: www.bvth.eunify.net. The policy is effective as of March 24, 2025. Questions can be directed to Lacey Sauls at 479-855-9328.
2. Approval of 2024 Compilation Audit – Tom Guarino made a motion to approve, seconded by Julia Landry. Motion passed 7-0.
3. Steiner mower lease – Lease is up at the end of March. Buyout is \$13,865. A new model would cost approximately \$900/month (\$752/month is current payment). Jim Carman feels the current machine is in good shape and worth the buyout. Board will discuss at next work session.
4. New trucks – Lacey Sauls and Jim Carman reminded the Board that new trucks will need to be purchased this year. The board deferred to review and discuss at future work session.
5. Metfield tennis court: Connie White stated the Metfield tennis court is in need of repair. Shauna Geers stated Brompton tennis court also needs significant repairs. The board deferred discussion regarding repairs to future work session. Tom Guarino made a motion, seconded by Lanni Johnson, to lock tennis courts at Metfield and Brompton, with signage 'closed at this time'. Motion failed, 4-3.

ACC Applications:

1. 27 Davis Circle, Stevens. Remove 2 limbs and 2 trees on BVTA property. Motion to deny application made by Tom Guarino, seconded by Rick Mayes. Motion passed 7-0.
2. 3 Canova Lane, Khadem. Stair addition to existing deck on back of townhome. Rick Mayes made a motion to approve, seconded by Julia Landry. Motion passed 7-0.
3. 30 Annette Lane, Phelps. Rebuild deck back to same footprint. Color will match. Julie Landry made a motion to approve, seconded by Tom Guarino. Motion passed 7-0.

The meeting was adjourned at 5:30 p.m.



Lanni Johnson
Secretary