

# **Bella Vista Townhouse Association**

## **Meeting Minutes**

**February 18<sup>th</sup>, 2026**  
**10:00 A.M.**

### **Members Present**

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

### **Staff Present**

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

### **Staff Absent**

Lacey Sauls – General Manager

The meeting was called to order by President Connie White at 9:35 a.m.

**Nomination and Election of President:** Connie White was nominated to be Board President and was voted to serve for 2026-2027.

**Nomination and Election of Other Board Officers:** The Board members nominated and voted Rick Mayes as Vice President, Lanni Johnson as Secretary and Tom Guarino as Treasurer for 2026-2027.

**Resolution FY26-002 for Registered Agent:** A motion was made and passed to assign Lacey Sauls as the Registered Agent of the Association.

**Resolution FY26-003 for Check Signers on all Bank Accounts:** A motion was made and passed 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.

**Resolution FY26-004 for Employee Cafeteria Plan:** A motion was made and passed to adopt the resolution on the Employee Cafeteria Plan.

**Approval of Minutes:** Julia Landry made a motion to approve January 2026 minutes, seconded by Tom Guarino. Motion passed 7-0.

**Correction to Treasurer's Report for December 2025:** Tom Guarino gave report. Carroll Electric invoice was entered twice, not paid twice. Adjustment was made to reflect below totals. Motion made by Julia Landry, seconded by Rick Mayes to approve corrected December 2025 financial report. Motion carried.

- Total Income – \$98,260.00
- Total Revenue – \$102,600.91
- Total Expense – \$100,872.43
- Total Net Income – 1,728.48

**Treasurer's Report for January 2026:** Tom Guarino. Negative balance for the month is due to January being a 3 pay period month. Still on budget for the year. Motion made by Connie White, seconded by Rick Mayes to table voting on January financials until Tom verifies with Lacey. Motion carried to table vote to next meeting.

- Total Income – \$101,300.00
- Total Revenue – \$104,478.49
- Total Expense – \$119,142.62
- Total Net Income – (\$14,664.13)

**Welcome Guests:**

1. John & Nancy Terrill – Kipling I Court
2. Fred & Kris Schaap – Drake Court
3. Lisa Bettis – Brittany Court

**Monthly Manager's report:**

**Grounds Maintenance and Facilities – Jim Carman**

**Staff Update**

- 12 Full Time, 2 Part time

**Grounds Update**

- Grounds Work Status – Completed final leaf clean up. Hauled away 111 tons of leaves and spent 2,944 employee hours on the project. Currently trimming tree branches, spot treating with spray, grinding uneven sidewalks, resetting edging timbers
- Work Orders – 25 completed this month. 41 YTD.
- Maintenance and infrastructure projects – Basildon drain is 90% complete. Replacing light globes, more stump grinding, trimming bushes.

**General Manager – Lacey Sauls**

- Absent. Will report in March.

**New Business:**

- Basildon Update – Todd Butler, Ozark Engineering gave report. Following his inspection of the project, was very complimentary of the job done by Jim Carman and our crew. He explained how the boulders and rocks have been strategically placed to divert runoff. Using our staff has saved thousands of dollars.
- Arvest CD Renewal – Tom Guarino explained the decision to go with a 5-month CD renewal.
  - Origination Amount = \$100,000.00 (6-month CD)
  - Origination Date = 9.23.25
  - Maturity date = 3.23.26
  - Current interest rate = 3.84%
  - As of 2.13.26 – Renewal rate will be = 2.77%
  - Alternative Option
  - \$100,000 (5-month CD)
  - Interest rate = 3.02%

**ACC Applications:**

1. 43 Davis Circle, Mathews. Updating front deck and removing staircase to the right and adding railing to match. Changing from wood to composite. Motion made by Rick Mayes, seconded by Julia Landry to approve. Motion carried.
2. 4 Chandler Lane, Knox. Replacing deck. New footings, beams and posts will be brought up to code. Changing from wood to aluminum railing. Motion made by Tom Guarino, seconded by Rick Mayes to approve. Motion carried.

The meeting was adjourned at 10:37 a.m.

  
Lanni Johnson  
Secretary