

**BELLA VISTA VILLAGE PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING (WORK SESSION)  
SEPTEMBER 10, 2015 ° 8:00 A.M. ° COUNTRY CLUB BOARD MEETING ROOM**

**BOARD MEMBERS PRESENT:** Chairperson Bob Brooks, Vice Chairperson Brad Morris, Directors Joshua Hart, Bruce Portillo, Dave Barfield, Patrick Laury, Ron Stratton, Ruth Hatcher, and John Nuttall.

**BOARD MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Board Treasurer/Director of Finance & Administration Dwain Mitchell, and Corporate Secretary Genevieve Henderson.

**I. CALL TO ORDER**

Chairperson Brooks called the meeting to order at 8:02 a.m.

**II. BUDGET UPDATE**

Mr. Mitchell introduced Keith Ihms, the Golf Maintenance Manager. Mr. Ihms explained that when he accepted his position 16 months ago, many of the issues he has been tasked with addressing are related to flooding. He listed completed projects at Kingswood & Berksdale.

Mr. Ihms presented the erosion control issue at Scotsdale Hole #13. He explained that the area had previously been a ravine that was filled with loose material, which has eroded away over the last 30 years. We have lost 3 feet of surface area in the 16 months Mr. Ihms had worked for the POA. He believes it to be a safety hazard in its current state and thinks if we had a big rain that washed a big chunk of it away, we might be forced to close down the back 9 holes of the course. Mr. Ihms pointed out that this sect of land could be under more federal regulation in the future, so if we acted now, we could avoid a lot of regulation and possible permitting fees in the future. For example, he believes the difference in culvert prices would be \$8,000 now to perhaps \$11,000 in the future.

Mr. Ihms presented the cost estimate with the 2 bids he's received. Engineering and permitting fees would be \$31,700. Estimated construction costs would be \$87,250. The total estimated project cost is \$118,950.

The Board discussed with Mr. Ihms the various possibilities of addressing the issue at Scotsdale #13. Director Barfield proposed to the Board that they vote on Thursday, September 17, to approve the engineering and permitting costs of \$31,700. Director Barfield believes we have money in flood reserves that could fund this cost. Mr. Mitchell informed the Board that they had already reallocated much of those funds to other things.

Mr. Ihms presented the issue of a low-water crossing at the Country Club Hole #2. He explained that it creates flooding over that area with very little rain or when Bentonville drains Lake Bella Vista, inhibits access to holes 2-8, creates obstacles for the maintenance team to access their equipment, and could get worse and wash out the fill underneath the cart path if not addressed. Mr. Ihms says that he spoke with the MAC department, and Mike Taggart said that they could do a temporary patch for now until the Board decides what they want to do. The MAC department is ready to do the temporary patch immediately.

Mr. Ihms presented the cost estimate for a box-culvert bridge at \$104,000 for engineering and permitting costs. Estimated construction costs are \$119,000. The total estimated cost is \$223,000.

The Board discussed with Mr. Ihms the various possibilities of addressing the issue at Country Club Hole #2. Director Laury asked where the money would come from. Vice Chairperson Morris replied that it would come out of savings. Director Stratton proposed that the Board approve a temporary patch for now.

Mr. Ihms believes that the engineering would take 40-60 days to complete.

Chairperson Brooks asked Mr. Mitchell to provide a capital projects report/budget for the Board so they can consider the Scotsdale & Country Club construction projects.

Director Portillo asked Mr. Ihms about an issue at the Highlands Hole #6, where the creek goes underground and whether a concave cart path could be constructed there. Mr. Ihms said he didn't think it would hold up if we got a big rain.

Chairperson Brooks, Vice Chairperson Morris, and Director Hatcher agree to approve a temporary patch on Country Club Hole #2 cart path. A permanent solution will be discussed in the future for the 2016 budget.

Director Laury said that the Golf Tour he received with Mr. Ihms to inspect the problem areas was very valuable, and he recommended that going forward some Committee or some available Board Directors go on a similar inspection tour to gain more insight into the areas that need addressing by the Board.

Mr. Mitchell gave an update on the 2016 Budget. In the simple cash flow, they found some areas that needed attention, and right now, they are having division heads prioritize their departments' needs. Next, the division heads will be meeting with Mr. Mitchell and Chairperson Brooks regarding capital expenses and where they will be making cuts. Mr. Mitchell said that once they know of the fee adjustments, it will be easier to project revenues.

The Board discussed CDs and their funds' investment policy.

### **III. RECRUITMENT UPDATE**

Vice Chairperson Morris reported that he completed five phone-call interviews with references that were provided by GSI, the executive search firm. All the references provided very strong recommendations and a lot of advice on how to go about hiring a new General Manager. Vice Chairperson Morris anticipates that we would be signing a contract with GSI later this week. He is also in the process of drafting a Search Committee Charter, which the Board will need to review with regard to the allocation of rolls and authority of Search Committee members, and he'll try to have this to the Board in the next three to four days.

### **IV. REPORT ON GOLF TOUR**

Director Laury & Vice Chairperson Morris both agree that the time spent on the tour is invaluable for Board Directors in learning about capital projects.

Chairperson Brooks passed around a schedule for the North & South sign completions and a report on fuel bids. He explained that we contacted five different providers and received two bids. He said that the Board will need to vote at the next regular Board meeting to waive the three-bid requirement.

### **V. REPORT ON STAFF CHANGE**

Chairperson Brooks reported the Staff Attorney Doug McCash accepted a position with a branch of Arvest Bank to head up a real estate title company and will be leaving October 2. Mr. McCash had been considering this position for a couple of months. Mr. McCash is in the process of hiring a new assistant and training them. Chairperson Brooks asked the Board to consider whether they would want to replace the Staff Attorney's position and continue to have in-house counsel or outsource legal counsel.

Director Barfield said that when the prior Staff Attorney Chastity Fittro resigned, the Board had considered the same thing in whether to replace her position. It was highly debated, but the Board decided that a staff attorney was needed.

**VI. OPEN FORUM**

None.

**VI. ANNOUNCEMENTS**

A) The next Board of Directors Regular Meeting will be held on Thursday, September 17, 2015, 6:30 p.m. in the Country Club Board Meeting Room.

**VII. ADJOURNMENT**

The meeting was adjourned at 9:07 a.m.