

**BELLA VISTA VILLAGE PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING (REGULAR SESSION)  
AUGUST 23, 2018 6:30 P.M. COUNTRY CLUB BOARDROOM**

**BOARD MEMBERS PRESENT:** Chairperson Ruth Hatcher, Vice-Chairperson Jim Abrahamson, Directors David Brandenburg, David Whelchel, Mary Sinkus, Jerry Hover, Pat Laury and Bruce Portillo.

**BOARD MEMBERS VIA TELEPHONE:** None

**BOARD MEMBERS ABSENT:** Director Mike Abb

**PROXY:** Chairperson Hatcher had the proxy for Director Abb.

**OTHERS PRESENT:** Chief Operating Officer Tom Judson, Treasurer and Director of Finance and Administration Dwain Mitchell, General Counsel Doug McCash, and Corporate Secretary Leia Bush

**I. CALL TO ORDER**

Chairperson Hatcher called the meeting to order at 6:30 p.m. There were six members in attendance, as well as one media representative.

**II. PLEDGE OF ALLEGIANCE**

**III. CELEBRATING SUCCESS**

General Counsel Doug McCash introduced Mrs. Judy Griffin who was nominated by member Susan Nuttall for her help and support with the Longest Day – Alzheimer Tournament. Judy was always available and helped obtain sponsors through a sponsorship sales plan and volunteered for the event. She sets the standard for exceptional customer service.

**IV. APPROVAL OF MINUTES (BOARD VOTE)**

General Counsel Doug McCash entertained a motion from Director Laury to approve the minutes from the July 19, 2018, Work Session, seconded by Director Abrahamson.

The minutes were presented for discussion. There was no discussion. The motion passed unanimously.

General Counsel Doug McCash entertained a motion from Director Sinkus to approve the revised minutes from the July 26, 2018, Regular Meeting, seconded by Director Whelchel.

The minutes were presented for discussion. There was no discussion. The motion passed unanimously.

**V. EXECUTIVE SESSION SUMMARY**

General Counsel Doug McCash advised of the Executive Session on July 19<sup>th</sup>, 2018 in which the Board heard the Appeal of a property owner regarding their suspension of privileges.

**VI. FINANCIAL REPORT BY DWAIN MITCHELL, TREASURER**

Dwain Mitchell reported on July 2018 financials. The finalized reports are available here.

<https://bellavistapoa.com/wp-content/uploads/2018/08/Website-Financials-July-2018.pdf>

**VII. RESPONSE TO PREVIOUS OPEN FORUM COMMENTS**

John Nuttall – Request for report on July 19 Executive Session.

Ron Stratton – Concerned regarding golf in Bella Vista.

**VIII. OPEN FORUM – PROPERTY OWNER COMMENTS LIMITED TO 3 MINUTES**

None

**IX. JOINT ADVISORY COMMITTEE REPORTS**

(A) Lakes – Mr. Judson reported on behalf of the Lakes JAC. Water sampling continues at each lake. Lake Avalon E. coli levels continue to be well below allowable levels. Lake Rangers made 4,649 guest contacts of which 669 were boaters. \* Contacts are anyone on the lakes or in the parks that are asked for their member card. If a boat with five passengers is stopped by a Lake Ranger, this counts as five contacts. \*

(B) Recreation – Gary Griffin reported on behalf of the Recreation JAC. Reviewed all amenity reports. Summarized 2019 budget recommendations which included items such as pickleball, mini golf courses being refurbished, community garden, and possible additions to Granton Park.

(C) Golf – Susan Nuttall reported on behalf of the Golf JAC. Approval of both recommendations for the Handicap Cart Policy and the 2019 Project and Pricing List. Scotsdale is opening ahead of schedule on August 28<sup>th</sup>. 1<sup>st</sup> Alzheimer Tournament was a success.

Election of Officers: Jason Loyd – Chairperson; Phil Spencer – Vice Chairperson; Susan Nuttall – Secretary.

(D) Community Involvement – Lily Ellicott reported on behalf of the Community Involvement JAC. Recapped the Tailgates and Fireflies event and changes that might be made in 2019. Plans for the 2019 Coat Drive and where drop off bins will be placed was discussed.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **X. RECOMMENDATIONS FOR THE BOARD OF DIRECTORS FROM THE FYFPTF.**

Tom Judson COO, presented the FYFPTF recommendations to the Board.

1. Undertake the following Revenue generating programs:
  - a. Open additional days at the Trap & Skeet Range.
  - b. Adding (4) glamping pods to Blowing Springs.
  - c. Stop Leasing the Marina, have the POA operate it.
  - d. Create a central sales force.
  - e. Launch a vacation rental business.
2. Undertake the following Expense savings programs:
  - a. Discontinue taking American Express.
  - b. Encourage e-billing. This will cut down on printing and mailing costs.
  - c. Encourage e-statements for assessments. This will cut down on printing and mailing costs.
  - d. Connect Kingsdale Building to Riordan Hall with wireless network access. This allows us to pay for internet access at only one location.
  - e. Extend voice over internet phone system, which will improve reliability, plus cost less.
3. Increase annual assessments as follows:
  - a. Increase Improved lot assessments from \$24 per month to \$34. With the increase going into effect in 2019.
  - b. Increase Unimproved lot assessments from \$16 per month to \$18, with the increase going into effect in 2019.

With the completion of the objectives that were given to the Five Year Financial Planning Task Force, the Task Force is hereby disbanded.

### **XI. COST SAVINGS & REVENUE IMPROVEMENT EFFORTS SINCE 2016**

See attached slides at the end of minutes.

### **XII. DRAFT OF VOTE ON RECOMMENDATIONS FROM THE FYFPTF. ASSESSMENT INCREASE VOTE. (BOARD VOTE)**

Tom Judson COO, presented the draft of the recommendations from the FYFPTF along with 4 separate motions.

Motion #1:

Director Abrahamson made a motion seconded by Director Brandenburg, to further explore, NOT undertake the following Revenue generating programs, which were recommended by the Five Year Financial Planning Task Force:

- a. Open additional days at the Trap & Skeet Range.
- b. Adding (4) glamping pods to Blowing Springs.
- c. Stop Leasing the Marina, have the POA operate it.
- d. Create a central sales force.
- e. Launch a vacation rental business

The motion was presented for discussion. There was some discussion. All in favor. Motion carries.

Motion #2:

General Counsel Doug McCash, entertained a motion to undertake the following Expense savings programs, which were recommended by the Five Year Financial Planning Task Force:

- a. Discontinue taking American Express.
- b. Encourage e-billing. This will cut down on printing and mailing costs.
- c. Encourage e-statements for assessments. This will cut down on printing and mailing costs.
- d. Connect Kingsdale Building to Riordan Hall with wireless network access. This allows us to pay for internet access at only one location.
- e. Extend voice over internet phone system, which will improve reliability, plus cost less.

The motion was presented for discussion. Director Abrahamson made a motion to amend the motion to "Further Explore" the Expense savings programs as stated above. This amended motion was seconded by Director Brandenburg. All in favor. The amended motion carries.

Motion #3:

Chairperson Hatcher made a motion seconded by Director Brandenburg to increase Improved lots assessments from \$24 per month to \$34, with the increase going into effect in January 2019, and increase Unimproved lots assessments from \$16 per month to \$18, with the increase going into effect in January 2019, with both increases incorporated into a single vote. The vote will commence in October of this year.

The motion was presented for discussion. There was a brief discussion. All in favor. Motion passes.

Director Laury made a motion that this meeting constitutes formal notice of a member meeting to be held in October, seconded by Director Sinkus.

The motion was presented for discussion. There was no discussion. All in favor. Motion passes.

Motion #4:

Chairperson Hatcher made a motion seconded by Director Brandenburg, if the increases in assessments is approved by the community, no other increases in assessments will be considered by the Board and community until at least 2024.

The motion was presented for discussion. There was none. All in favor. Motion passes.

### **XIII. CAPITAL PROJECT REQUEST - SCOTSDALE COVERS FOR THE GREENS (BOARD VOTE)**

Tom Judson COO, reviewed the Capital Request for Green Covers for Scotsdale. This request is for the approval of an additional set at only \$17,000. This price includes all taxes and shipping costs.

Chairperson Hatcher made a motion to approve the capital project for Scotsdale Golf Course to purchase protective winter tarps for \$17,000. Motion seconded by Director Brandenburg. The motion was presented for discussion. There was no discussion. All in favor. Motion passes.

### **XIV. CAPITAL PROJECT REQUEST – SELECTION OF ARCHITECT FOR THE COUNTRY CLUB (BOARD VOTE)**

Tom Judson COO, reviewed the architect recommendation for the Country Club. The following individuals were on the Committee:

Jim Abrahamson

Keith Ihms

Tom Judson

David Whelchel (non-voting advisor)

The Committee developed the following objectives for this project:

1. Stabilize the streambanks to correct any current damage and limit future damage caused by flooding.
2. Renovate the golf course so there is an improved possibility of the course surviving future floods with only limited damage.

3. Raise and buttress select tees and greens to keep them above the 100-year flood line and limit damage from future floods.
4. Once completed, the renovated areas should have the same “look and feel” of the rest of the golf course.

The top three candidates included:

	Base Fee	Construction Fee	Total Project Cost
Colligan Golf Design.	45,000	105,000 (7%)	150,000
George Golf Design	43,000	105,000 (7%)	148,000
Staples Golf	28,200	150,000 (10%)	178,200

As a result of the analysis conducted, the Committee unanimously voted to select George Golf Design for the project. The vote to select George Golf Design is limited at this time to just the Master Plan (Base Fee); there is no commitment at this time that the entire project will go forward.

Director Portillo made a motion to select the most qualified candidate, George Golf Design, for the renovation of the Country Club Golf Course, seconded by Director Sinkus.

The motion was presented for discussion. There was a brief discussion. Eight Directors voted in favor, One abstained. Motion passes.

#### **XV. NEW COMMUNITY CENTER SURVEY RESULTS**

Tom Judson COO, advised the Board of the New Community Center Survey. The survey was sent out to 19,000 email address from our database. Total respondents: 2,564

#### **XVI. THE INSPECTORS OF ELECTION – THREE BID WAIVER**

Tom Judson COO, advised that with the Boards approval to attempt the 2018 assessment vote, we would like to hire TIE. TIE has conducted election and Board votes for the POA and we have been very pleased with their abilities thus far. Because we have used them already in 2018, they advised that we would receive a discount on the fee this time around. We are requesting approval for \$38,000 and a waiver for the required three bids.

Chairperson Hatcher made a motion to approve the \$38,000 and grant the three bid waiver, seconded by Director Brandenburg.

The motion was presented for discussion. There was a no discussion. All in favor. Motion passes.

**XVII. CREATION OF CROSS-FUNCTIONAL COMMITTEE**

Director Abrahamson, reviewed the outline for the Cross-Functional Committee.

**XVIII. ANNOUNCEMENTS**

- A) GM Meeting – Thursday, September 13 at 2:30 p.m. in the Boardroom at the Country Club (this is a Closed Session)
- B) Board of Directors Work Session – Thursday, September 20 at 9:00 a.m. in the Boardroom at the Country Club. Note change in start time.
- C) Board of Directors Regular Meeting – Thursday, September 27 at 6:30 p.m. in the Boardroom at the Country Club.

**XIX. ADJOURNMENT**

Chairperson Hatcher adjourned the meeting at 7:55 p.m.

Submitted:

Approved:

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Leia Bush, Corporate Secretary

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Ruth Hatcher, Board Chairperson