



Board Work Session Meeting  
February 17, 2022 – 9:00 a.m.  
Boardroom at the Country Club  
Agenda

- I. Call to Order
- II. Open Forum – Property Owner comments. Comments are limited to three minutes per property owner.
- III. Timeline for the Development of the Five-Year Strategic Plan
- IV. Capital Project, change in cost of a project – Keith Ihms, Golf Maintenance
- V. Capital Project, three bid waiver – Mike Taggart, Maintenance and Construction
- VI. Rules & Regulations Committee - Proposed Changes to Policy 3.04 - *Guest Policies*
- VII. Lakes Committee Nominations
- VIII. Riordan Hall & Member Services/Water Presentation
- IX. Announcements:
  - a. **Board of Directors Regular Session**– Thursday, February 24<sup>th</sup> at 6:00 p.m. in the Boardroom at the Country Club
  - b. **Lakes JAC Meeting** – Wednesday, March 9<sup>th</sup> at 2:00 p.m. in the Boardroom at the Country Club
  - c. **Golf JAC Meeting** – Wednesday, March 9<sup>th</sup> at 4:00 p.m. in the Boardroom at the Country Club
  - d. **Board of Directors GM Meeting** – Thursday, March 10<sup>th</sup> at 2:30 p.m. in the Boardroom at the Country Club (CLOSED MEETING)
  - e. **Recreation JAC Meeting** – Monday, March 14<sup>th</sup> at 4:00 p.m. in the Boardroom at the Country Club
  - f. **Meet the Candidate** – Wednesday, March 16<sup>th</sup> at 6:00 p.m. at Riordan Hall
  - g. **Board of Directors Work Session** – Thursday, March 17<sup>th</sup> at 9:00 a.m. in the Boardroom at the Country Club
  - h. **Board of Directors Regular Session** – Thursday, March 24<sup>th</sup> at 6:00 p.m. in the

Boardroom at the Country Club

X. Adjournment



From: Tom Judson, COO  
To: Bella Vista POA Board of Directors  
Date: February 15, 2022  
Subject: Timeline for the Five-Year Strategic Plan

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- The Task Force will be made up of Chairperson Brandenburg, Director Portillo, and Director Hagan.
- Preliminary Draft. The Management Team will develop a preliminary draft of the Five-Year Strategic Plan by the end of April.
- The Management Team will work with the Board Strategic Planning Task Force to further refine the Five-Year Strategic Plan. The second draft of the Plan will get completed by the end of July.
- Board Work. The Strategic Planning Task Force and Management Team will present the second draft to the Board early in August.
- Final Draft. In August and September, the Board of Directors will further refine the Five-Year Strategic Plan.
- Community Presentation and Feedback. In late September, the Board approved Five-Year Strategic Plan will be presented to the membership. We will seek feedback from the membership, which will be due by the end of October.
- Plan Finalized. Based upon member feedback, adjustments will be made to the Plan and the Plan will be finalized in November, which is also when the 2023 Budget will get finalized.



From: Tom Judson, COO  
To: Bella Vista POA Board of Directors  
Date: February 4, 2022  
Subject: Change in Capital Project

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We just recently completed the Dogwood Pump House Rebuild project from 2021 Capital Budget. The project was originally estimated at \$20,000.00 but ended up costing \$27,001.47. There were two reasons for the overrun in cost:

1. The original estimate for this 2021 project was created in August of 2020. Costs have gone up significantly over the span of 18 months.
2. A large portion of the overage came from electrical costs. It was originally believed we would not have to make substantial changes to the electrical system. Once we were significantly into the project, it was determined that substantial changes were required for the electrical.

**Suggested motion for the February 24<sup>th</sup> Regular Meeting**

I make a motion authorizing the change in the 2021 Capital Project for the Dogwood Pump House Rebuild from \$20,000.00 to \$27,001.47.



From: Tom Judson, COO  
To: Bella Vista POA Board of Directors  
Date: February 4, 2022  
Subject: Three-Bid Waiver – Fuel Pump Capital Project

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For the 2022 Capital Budget, the Board approved a new Fuel Pump and Control System at a cost of \$80,000. Mike Taggart contacted three companies to do the work, unfortunately one of the companies was too busy to submit a bid. Since northwest Arkansas is a small market, we were unable to locate another company to submit a bid.

Mr. Taggart was successful in securing two bids:

NWESTCO	\$81,231.34
Domino Equipment Company	\$92,906.15

Our plan is to go with the lower bid submitted by NWESTCO. Although this bid will be \$1,231.34 over budget, this overage is within the 10% threshold allowed by policy.

Per policy, if we are unable to obtain three bids, Management is required seek a waiver from the Board of Directors.

**Suggested Motion for the February 24<sup>th</sup> Regular Meeting.**

I make a motion granting a three-bid waiver for the Fuel Pump and Control System capital project since only two companies were willing to submit a bid.



<b>Quote #</b>	100444
<b>Created</b>	01/20/2022
<b>Expires</b>	02/19/2022

<b>Quoted To:</b>	<b>Site Address</b>	<b>Quoted By</b>
BELLA VISTA POA PO BOX 6210 BELLA VISTA, AR 72714-1210 USA	BELLA VISTA POA BELLA VISTA POA 51 HUNTLEY LANE BELLA VISTA, AR 72714 USA	Derek Thomas 4725 North Oak St Springdale, AR 72764

**Notes**

Task #: -			
Part Number	Description	Qty	Price
QuoteEquipment	Equipment <i>ISLANDER PRIME, ELECT. - 9800 SERIES</i>	1.00	\$11,192.00
QuoteEquipment	Equipment <i>ISLAND CARD READER PRIME, 2 MECH. HOSES</i>	1.00	\$5,513.00
QuoteEquipment	Equipment <i>EKOS SOFTWARE START UP</i>	1.00	\$4,100.00
QuoteEquipment	Equipment <i>9853K DF - SINGLE, SIDE LOAD</i>	3.00	\$17,403.00
QuoteEquipment	Equipment <i>TLS450+ Console with 3 Probes and applicable software.</i>	1.00	\$20,675.00
QuoteLabor	Labor <i>Labor/Mileage and Electrical to install new Gasboy Prime System with New Gasboy Suction units. Labor includes programming of system to ensure communication through network and data is being collected. Installation of new TLS450+ Console and probes programmed for testing requirements.</i>	1.00	\$15,300.00
QuoteTax	Tax <i>Applicable Taxes</i>	1.00	\$7,048.34
		<b>SubTotal</b>	\$81,231.34
		<b>Total</b>	<b>\$81,231.34</b>

Print Name \_\_\_\_\_ Title \_\_\_\_\_  
 Sign to \_\_\_\_\_ Date \_\_\_\_\_  
 Accept \_\_\_\_\_

**Terms**

35% Upon Signing-55% Upon Shipping of Equipment-10% Upon Completion

**Terms & Conditions**

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified.

24-Jan-22

Bella Vista POA  
51 Huntley Lane  
Bella Vista, AR 72714  
Re:Fuel System Upgrade



We have prepared the following price quote for your review.

**Price good for 30 days**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
1	Gas Boy 9800 Series Islander Prime	13,167.05	13,167.05
3	Gas Boy Single Island Oriented 9853KDF	6,824.71	20,474.13
1	Gas Boy Prime Card Reader 2 Hoses	6,485.88	6,485.88
1	EKOS Software Start Up	4,823.53	4,823.53
1	Complete VR 450 Plus Console w Software and 3 .01 Probes	22,972.22	22,972.22
<b>Total Materials:</b>			\$ 67,922.81
<b>Sales Tax</b>			\$ 5,858.34
<b>Non-Materials</b>			
1	Trip, Labor, Programming, Electrical, Start up of all Equipment		\$ 19,125.00
<b>Total Price:</b>			<u><u>\$ 92,906.15</u></u>

**Based on existing fuel system safety valve and below to be compliant**

**Domino to do the following:**

Install and perform testing of above mentioned equipment

**Customer to Furnish the Following:**

- Any Permits
- All concrete/paving
- Electrical breaker panel and proper number of conduits from panel stub out 2' past footing/sidewalk
- Removal and disposal of excavated material

**Terms: 50% down, 40% when equipment ships and 10% upon completion**

Thank you for the opportunity to give a quote on this work. If you have any questions, please feel to give us a call.

Sincerely,  
Chris Snow



From: Tom Judson, COO  
To: Bella Vista POA Board of Directors  
Date: February 15, 2022  
Subject: Rules & Regulations Committee – Proposed Changes to Policy  
3.04 – *Guest Policies*

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On February 10<sup>th</sup> the Rules and Regulations Committee met and has recommended changes to Policy 3.04 – *Guest Policies*. The changes to Policy 3.04 are highlighted in the attached document.

**Suggested Motion for the February 24<sup>th</sup> Regular Meeting**

I make a motion approving the changes to Policy 3.04 – *Guest Policies* which have been recommended by the Rules & Regulations Committee. This is the first of two required readings.



December 13, 2007  
March 20, 2008  
December 8, 2011  
September 19, 2013  
November 20, 2014  
March 16, 2017  
June 25, 2020

P 3.04

## GUEST POLICIES

### PURPOSE:

To define the conditions under which non-members of the Association may be allowed access to Association amenities, at the then current guest rate, as applicable.

### I. GUESTS

1. A guest is a person who is not a Member of the Association and who desires to have access to the Association amenities on a temporary basis.
2. There shall be four categories of guests permitted to have access to Association amenities:
  - a. Those who are “sponsored guests” of a Member of the Association.
  - b. Those who are “Association guests” by being sponsored by the Association. By virtue of its ownership of property, the Bella Vista Property Owners Association is a Member with the authorization to sponsor “Association guests.”
  - c. Those who qualify as “reciprocal guests” by virtue of being a member of one of the other Cooper Communities, Inc. (“CCI”) developments covered by an agreement between the Association and CCI.
  - d. Those who are “participant guests” by virtue of being invited/permitted to participate in a specific Association-sponsored or Association-sanctioned event at a specific facility.

### II. ACCESS TO ASSOCIATION AMENITIES

1. “Sponsored guests” may gain access to Association amenities by virtue of possessing a current, valid guest card. “Sponsored guests” possessing a valid guest card shall have access to Association amenities at the then current guest rates, as applicable.
2. Use of amenities by “Association guests” includes the use of restaurants, golf, tennis, the Metfield skills park, Tanyard Creek, Blowing Springs, and other paved and un-paved trails open to the general public for the purpose of pedestrian walking, hiking, jogging, cycling and other human-propelled uses. In those situations, a guest card will neither be issued to, nor required of the guest.
3. “Reciprocal guests” may gain access to Association amenities by virtue of possessing a current, valid guest card. “Reciprocal guests” possessing a valid guest card shall have access to Association amenities at the then current guest rates, as applicable.
4. “Participant guests” are those guests who participate in specific events at Association amenities. Such

events must have the formal approval of the Board or an official Association committee, normally through a contract signed by Management. Examples include golf tournaments, fishing tournaments, tennis tournaments, gun tournaments, weddings, receptions, birthday parties, anniversary parties, etc. which often include participants who are non-members.

5. Guest cards may be issued and valid for up to one (1) year from the date of issuance.

### III. ACCOMPANIED GUESTS

1. In some situations, “sponsored guests” must be accompanied by a Member to enjoy Association amenities without the requirement of paying a guest fee. For these situations, a guest is accompanied by a Member so long as the guest maintains visual and auditory contact with the Member at all times.

2. “Sponsored guests” must be accompanied by the Member who sponsored them in order to be allowed to utilize the pickleball courts and gun ranges (pistol, rifle, skeet, and trap).



From: Tom Judson, COO  
To: Bella Vista POA Board of Directors  
Date: February 15, 2022  
Subject: Lakes Committee Nominations

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The Lakes Joint Advisory Committee makes the following nominations:

- Matt Champagne for a third, three-year term
- Kelly Austin for a third, three-year term

**Suggested Motion for the February 24<sup>th</sup> Regular Meeting**

I make a motion approving the Lakes Committee nomination of Matt Champagne to serve another three-year term.

I make a motion approving the Lakes Committee nomination of Kelly Austin to serve another three-year term.