

BOARD OF DIRECTORS MEETING MINUTES

12 SEPTEMBER 2023 / 6:00PM / AMERICAN PIE

CALL TO ORDER:

The Maumelle Valley Estates Property Owners Association Board of Directors meeting was called to order by President, Daniel Wilkinson.

ATTENDEES:

Ashley Johnston (Vice President), Bryan Patton, Daniel Wilkinson, Gib Carpenter (Treasurer), David Chumley, Jason Ridgell, and Lawrence Cheatham (Secretary).

Justin Parks was not present for the meeting.

ITEMS DISCUSSED:

- **Prior Business:**

- Gib provided digital copies of the financials (i.e., YTD Income Statement and Balance Sheet) prior to the meeting, and stated that the POA was in good shape financially.
- Daniel stated that the bridge repair (behind 127-131 Maumelle Valley Drive) was \$9,000 less due to the exclusion of the pillars that were originally planned. Work will still need to be completed to add rock to cover the foam and stop further erosion. Daniel will take responsibility for sourcing bids and scheduling the work with the selected contractor.
- Ashley reminded everyone that spot repairs are still needed to the asphalt in the alley off of Hudson Bay Drive (between Breckenridge Lane and Ridgeland Drive). Specifically, there are several spots in the roadway where the asphalt is rippling or completely eroded. She reminded the board that one of the catalysts (in part) for increasing the annual POA dues was the anticipated costs for repairs to the referenced roadway. Gib recommended reaching out to Maumelle Public Works to assist in getting quotes for the needed repairs once the board decides to act on it.

- **Board Administration:**

- Gib announced that he would be stepping down as Treasurer by the end of the year (presumably), and that the board would need to elect/nominate a successor.
- Daniel requested assistance from the board in maintaining various areas throughout the subdivision. Specifically, Daniel requested that interested board members be responsible for periodically reviewing said areas, scheduling maintenance of minor concerns and issues (as needed), and/or bringing major concerns and issues to the board (if applicable).

Board members voluntarily agreed to the following:

- Bridges will be coordinated by Bryan Patton
- Gate Houses will be coordinated by Ashley Johnston
- Complaints regarding green spaces and other issues in the subdivision will continue to be fielded and coordinated by Lawrence Cheatham. Jason Ridgell will be his backup.

- Playgrounds will be assigned to Justin Parks
- Daniel also communicated that he would be stepping down from the Architectural Control Committee (ACC) and requested that someone take his place. David Chumley agreed to do so, and will join Ashley Johnston and Justin Parks as members of that committee.
- Board terms ending in March of 2024 are Ashley Johnston and Jason Ridgell. Accordingly, we need to be prepared to elect/nominate replacements at the 2024 Annual Maumelle Valley Estates POA meeting—even if they intend to remain on for 2024.
- **New Business/Ongoing Maintenance:**
 - Daniel stated that the remaining portion of the playground (behind 121-131 Sierra Valley Loop) is scheduled for demolition within the next 7-14 days. In addition, the gazebo in that area will also be patched, plugged, and painted.
 - Ashley recommended ABC Playgrounds as a potential contractor to replace the playground equipment, and suggested we have pricing/quotes by our next meeting.
 - Daniel indicated that the next maintenance project will be the bridges on the walking paths throughout the subdivision. Specifically, they need to be repaired, painted, sealed, etc. Daniel anticipated that this work would start within the next 6 months.
 - Daniel shared with the board that the POA received a Code Enforcement Notice regarding drainage issues reported by the residents at 129 Mountain Valley Drive. After visiting the location and speaking with the residents, Daniel determined that some basic weed trimming and clearing of the drainage channel would need to be done to resolve the issue. Daniel reached out to Tom Kratzke who should be able to take care of it soon.
 - Lawrence indicated that letters to the residents of 141 and 143 Beaver Creek Lane (regarding the maintenance of overgrowth on their property, behind their fence line) would be sent within the next 2-3 business days.
 - Ashley recommended adding drapes to the gate houses to make them look more aesthetically pleasing. Ashley also mentioned that Christmas lights would be installed soon.
- **Other Business:**
 - With respect to the aforementioned Code Enforcement Notice, Gib indicated that when each Phase of the subdivision is/was approved by the city, the streets and drainage (including the gutters that empty into the drainage channels) are dedicated to the city of Maumelle. As such, street and drainage maintenance have been (and should be) the responsibility of the city. Gib recommended that should we receive similar complaints in the future, we should have a discussion with Public Works to determine responsibility (potentially on a case-by-case basis) as streets and drainage within the subdivision are not typically the responsibility of the POA to maintain. Alternatively, however, bridges, green space (excluding protected areas), walking paths, and other common tracts within the subdivision are the responsibility of the POA to maintain.
 - There was also brief discussion on a number of varied topics including: balance sheet reserves, POA vs HOA status in Arkansas, when to file liens on delinquent dues, increasing dues late fee amount, Alternative Dispute

Resolution (ADRs) and Individual Dispute Resolution (IDRs), the need for more detailed solar panel guidelines, increasing POA dues further, hiring a management company, etc.

- **Current Action Items:**

- Elect/nominate a new treasurer to replace outgoing treasurer.
- Ensure date/time and venue are selected and secured in December/January for the 2024 Maumelle Valley Estates POA Meeting (in March), and ensure that the information is communicated to residents by mail, our website, social media, etc.
- Ensure dues notices are mailed by the end of January 2024.
- Schedule a follow-up board meeting for November 2023.
- Obtain pricing/quotes for new playground equipment.

ADJOURNMENT:

The meeting was adjourned at approximately 7:45PM.