

Maumelle Valley Estates Property Owners Association

Board Meeting Minutes

Date: July 29, 2025 – 6:00 PM

CALL TO ORDER

The meeting was called to order by President Dan Wilkinson at 6:21 PM.

ROLL CALL

Board Members Present:

- Dan Wilkinson – President
- Cambris Epperson – Vice President
- Brian Patton – Director
- Jason Ridgell – Director
- Michael O’Leary – Director
- Michael Singleton – Treasurer
- Braden Bailes – Secretary

Board Members Absent:

- David Chumley - Director

Guests Present:

- Rick Frazier, Frazier Insurance Agency
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ASSIGNMENT OF MINUTES

- Braden Bailes assigned to take meeting minutes.
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FINANCIAL REPORT – Michael Singleton, Treasurer

Collections:

- Using tax collector and property deed records to update resident addresses for improved contact.
- 93% of budgeted dues collected (budget \$112,500; shortfall expected ~\$5,000).
- Current reserve balance: \$18,000.

- June expenditures from reserves: ~\$7,700 for drainage, gate, and small repairs.
- Continuing \$2000 monthly reserve replenishment.
- Expenses:
 - Tree removal higher than expected.

COLLECTIONS & FEE POLICIES

- Noted significant improvement in collections through multiple reminders.
- Two large delinquent accounts recently paid due to home sales.
- Board discussed and agreed to:
 - Publish fee schedule for liens, returned checks, late fees, etc.
 - Handle lien filings in-house, when possible, to save \$250/title company fee.
 - Explore PayPal recurring billing and financing options.

COLLECTIONS STRATEGY

- Continue monthly/quarterly statements.
- Prioritize high-balance accounts and enforce 20% penalty; consider sliding scale for longer delinquencies.
- Outstanding dues currently ~\$62,000–63,000.

CHECK-SIGNING POLICY

- Board approved exception for recurring vendor Tom Kratzky (landscaping) if within budget; no dual signature needed.

INSURANCE – Rick Frazier, Frazier Insurance Agency

- Added approximately \$230,000 in property (playgrounds, guard shacks, signage).
- Secured coverage with Mount Vernon Insurance:
 - Property & liability: \$6,875/year
 - D&O: \$4,367/year
 - Total: \$10,242/year (effective Aug 1; unanimously approved).
 - Playgrounds pose high liability; carriers reluctant to cover.
 - Recommended “Use at Your Own Risk” signs and annual documented inspections; post signs at trails, ponds, and retaining walls.
- Board agreed to obtain a \$1M umbrella policy quote (~\$1,000/year).

TREE MAINTENANCE – Dan Wilkinson, President

Alpine Tree Service Proposal

- Tree Removal Fees:
 - Dead trees under 6": no charge, up to 20 trees/month
 - Dead/dying over 6": \$100 ea.
 - Trees requiring rigging: \$250 ea.
 - Complex removals: \$350 ea.
 - Annual proactive maintenance approved unanimously by the Board.
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ACC UPDATES – Cambris Epperson, Vice President

- Updated website guidelines:
 - Pool installations require ACC approval.
 - Property maintenance standards to avoid nuisance.
 - Enforcement: courtesy letter, then fines (fee schedule to be drafted).
 - Board approved unanimously.
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SECURITY CAMERAS & SIGNAGE – Jason Ridgell, Director

- Install four trail cameras (two per playground)
 - Add ADA-compliant “Use at Your Own Risk” playground signage.
 - Board approved unanimously.
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BRIDGE & MAINTENANCE UPDATES – Brian Patton, Director

- Vandalism on big bridge repaired by Mike Stafka (higher cost due to urgency).
 - Weed control planned around bridges.
 - Retention pond and drainage improvements completed and functioning well.
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EROSION & PROPERTY BOUNDARIES – Dan Wilkinson, President

- Monitor erosion complaints quarterly.
 - Tom Kratzke to clear overgrowth impacting drainage.
 - GIS mapping underway to define POA-owned land.
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ADDITIONAL ITEMS

NEW HOMES

- 30–40 new homes planned; will fall under POA covenants.

ROADS & SIDEWALKS

- City responsibility, but Board will continue submitting work orders for potholes and cracks; residents encouraged to do the same.

MISCELLANEOUS

- Guardhouse repairs for water intrusion approved (~\$200).
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ADJOURNMENT

- Meeting adjourned at 8:36 PM.

Minutes prepared by: Braden Bailes, Secretary

Minutes reviewed and approved by: Dan Wilkinson, President