

**Riverbend Park POA Meeting
Minutes
February 10, 2018**

Board Members Present: Steve Evans, William Davis, Lisa Harrell, Clarissa Brown, Teresa Coots, Richard Blair, Carol Halford, and Manager Darrell Rickert.

Members Absent: Troy Douglas and Dale Anshuetz

Call to order by Steve Evans

Presenting of the Minutes by Carol Halford. Deb Hancock made a motion to approve the minutes. Richard Blair seconded the motion. The motion passed.

Presenting of the Treasurers Report by Lisa Harrell. Leta Rosten made a motion to approve the financial report. Gail Davis seconded the motion. The motion passed.

Steve Evans gave an official welcome to the new manager, Darrell Rickert.

Old Business:

ADEQ update. Lisa Harrell gave a brief summary of the status of the permit. She said that we had received a letter from ADEQ indicating that they had gotten all the necessary documents for their review. A POA member ask why the membership did not get to vote on the permit. It was explained that past permits had been completed by the board in conjunction with the park manager. The board suggested that when the permit expires, the POA could at that time decide if they want to take it to the membership for a vote. The changes to the permit were discussed. A question was asked concerning the lots that had been sold in recent years to raise money for a second pumper truck. A discussion followed indicating the money taken from lot sales was not ear marked for a pumper truck therefore, the funds where spent within the operational budget.

Follow-up on Winter Project. Darrell Rickert reported the following:

- new shower installed in bathhouse 1
- new bathroom fixtures are completed
- getting the secondary pump ready for the pump house
- water heaters have been cleaned out and heating elements replaced
- no. 2 rock will be brought into block 6 and he will do one block at a time
- the water company has been contacted to make ready for the water to be turned on
- once the water is on fixing leaks will be a priority
- a section of clogged pipe has been cleaned out in block 2 , at some point the two four inch pipes will need to be replaced with 18 inch pipe
- new led lighting is being installed in the bathhouses
- old lighting from the bathhouses will be put in the community center
- a cable will be run down at the playground to prevent ATV's from the area

Darrell was asked how many employees he is planning on hiring. It was suggested that we combine an office worker with a gatekeeper.

New Business:

Electronic Bill Charges. Clarissa Brown reported on the charges that will be incurred this season. \$25 for a reconnect fee on discontinued service, \$5 for electric fee, \$35 for a returned check fee, \$100 for damaged water locks.

Budget. Lisa Harrell presented the budget. Van Booth made a motion to approve the budget. David Hicks seconded the motion. The motion passed.

On Line Billing. Lisa Harrell explained the online billing process. If a POA member gets their bill via e-mail, they have the option to pay by check. We are not to the point where we can take debit cards yet, but Lisa is working on it.

Julie Moss requested that copies of the minutes and financial reports be kept in the office.

A POA member suggested withholding quest passes from those who pay half of their assessment until the second half is paid.

POA Meeting Dates. Justin Taylor made a motion to conduct POA meetings in February, March, June, September, and November. Dawn Rasdon seconded the motion. The motion passed.

Park Document Revisions. Clarissa Brown reported to the POA that the Board is making preliminary changes and corrections to the bylaws and articles of incorporation. These documents will be given to the bylaws committee for their review, and then reviewed again by the Board before a final vote by the POA. Richard Blair indicated that new board members would be given copies of minutes and park documents before their service begins.

Committee Volunteers. Several members volunteered for committee work. Committees will be listed on the website.

Announcements. Steve Evans reported that he had talked to the title company and we are in full ownership of the common properties. He also reported that he had discussed some options with George Masters concerning the bathhouse that is in question, option 1, redraw the property lines and option 2, trade a park owned lot for one of Mr. Master's lots. Mr. Masters is considering and is suppose to respond back.

A POA member asks if ADEQ allows someone to be in the park during the off-season. Darrell Rickert assured the members that he will enforce park rules and those in the park will have to show proof that they are having their camper pumped by a professional. He will be locking the pump station until the park open in March. David Hicks moved to adjourn. Van Booth seconded the motion. Meeting Adjourned

Riverbend Park POA
Minutes
March 17, 2018

Board Members Present: Troy Douglas, Steve Evans, Lisa Harrell, Clarissa Brown, Carol Halford, William Davis

Board Members Absent: Dale Anshuetz, Teresa Coots, Richard Blair

Call to Order by Steve Evans

A vote was taken concerning the live streaming of POA meetings. Lisa Harrell indicated that we were advised not to live stream on the Park site due to the liability involved. There was a unanimous vote not to live stream the March 17, 2018 meeting. We will put out information to the entire membership to be voted on at another time.

Presenting of the Minutes by Carol Halford. Deb Hancock made a motion to approve the minutes. Beverly Hardy seconded the motion. Motion passed.

Presenting of the Treasurers Report by Lisa Harrell. Deb Hancock made a motion to approve the financial report. Brandy Alcorn seconded the motion. Motion passed.

Old Business:

Project Update. Darrell Rickert reported on the following:

- * Some gravel is down and they will wait until the rainy season is over to finish the rock work
- * He is hopeful that Sharp Co. will help with the road grade at least once a year
- * Water and electrical issues are currently under control
- * Lights are up in bathhouses and they will continue with painting
- * There are plans to put a new fence around the playground

Bathhouse 3. The POA suggested that we make bathhouse 1 handicap accessible. Darrell Rickert will be getting estimates on the cost of making bathhouse 1 handicap accessible and report at the next meeting.

The POA discussed hiring an attorney to see what our options are in regard to bathhouse 3. David Barnes made a motion to get a lawyer. Angie Ostermeier seconded the motion. Motion passed.

New Business:

Modifications to Pumper Truck. A new tank has been put on the truck and is up and running. At some point we will need to replace the hoses. David Barnes asked about the rumors concerning Friday pumping and if that was going to change. Darrell Rickert indicated that he will be evaluating the use of the pumper truck and we would revisit the issue at a later date.

New Water Pump. The Park has one major pump. A second pump has been purchased as a back up, which is required. Darrell Rickert also added that the Tractor had been serviced.

Face book Page. The POA discussed including all property owners on the face book page, or a designated representative of the property owner. David Barnes made a motion to include all property owners on the page. Justin Taylor seconded the motion. Motion passed.

Committee Reports. Carol Halford read off the names of all those who have volunteered for committee work. The activities committee would meet after the POA meeting to plan for the Easter Egg Hunt. The Finance committee and Bylaws committee are making plans to meet in April.

Marcia Alderson made a motion to adjourn. Sandra Starkey seconded the motion. Motion passed.

River bend Park POA Meeting
Minutes
June 9th 2018

Board Members Present: Steve Evans, Lisa Harrell, Clarissa Brown, troy Douglas, Dale Anshuetz, Williams Davis, DeAnn Rucker, Carol Halford.

Board Members Absent: Teresa Coots.

Call to Order by Steve Evans.

Presenting of the Minutes by Carol Halford. Sandra Starkey made a motion to approve the minutes. Deb Hancock seconded the motion. The motion passed.

Presenting of the Treasurers Report by Lisa Harrell. Sandra Starkey made a motion to approve the financial report. Jim Moore seconded the motion. Gail Davis ask about a \$100 charge on the register. Darrell explained that it was a one time expense to help get the pools open in time for Memorial Day weekend. The motion passed.

Projects Update. Darrell ask that the POA be patient concerning gravel, they will be putting down more gravel and would like to hit block 5 next. He is working on the electrical grid and continues to be concerned with replacing boxes that are in bad shape. They will continue to work on the roads and keeping the grass mowed.

Committee Reports.

Audit Committee. Julie Moss reported that the committee had completed the 1st quarter audit for 2018 and provided several recommendations.

Bylaws Committee. Julie Moss reported that the Articles of Incorporation were done and that the bylaws were still being worked on to meet state statutes. She hopes to have everything ready for a September vote.

Activities Committee. Sandra Starkey and Carol Halford reported on the previous night's campout in which there were 12 children in attendance. The 4th of July schedule was announced.

Abandoned Lots Committee. Gail Davis reported that 47 letters had been sent out with several positive responses. She indicated that she had given the board a phone number in which to contact the Health Department for further assistance.

Election Committee. Angie Ostermeier indicated that the election committee would begin preparing for the up coming election. Three positions will be available and anyone interested in running for a position will need to send a bio to the park secretary. The deadline for the bios will be 45 days prior to the election. The deadline date is July 15th.

Clarissa Brown reported that the board would begin working on a POA contract to be sent out with next year's registration. The contract would include the amenities and services provided with paid assessments.

Darrell discussed selling some items such as the little trucks that don't run to be used to buy something that park staff could use as transportation. Other items such as chairs would be sold. The majority of those in attendance agreed that items should be sold to the highest bidder.

Sandra Starkey discussed the need to put excess money toward a pumper truck now that the budget has been met. Discussion followed about the importance of a back up pumper truck/wagon.

Angie Ostermeier made a motion to adjourn. Deb Hancock seconded the motion.

Meeting Adjourned.

**Riverbend Park POA Meeting
Minutes
September 8, 2018**

Board members in attendance: Clarissa Brown, Dale Ansheutz, Lisa Harrell, William Davis, Steve Evans, Troy Douglas, Carol Halford, Sandra Starkey, DeAnn Rucker.

Call to Order by Steve Evans.

Introduction of New Board Members: Sandra Starkey was introduced as a new board member and Mr. Evans indicated we would continue with the same slate of officers as voted on by the board. Steve Evans, Pres. Dale Anshuetz, Vice Pres. Lisa Harrell, Treasurer Carol Halford, Secretary.

Presenting of the Minutes by Carol Halford. Deb Hancock made a motion to approve the minutes. Justin Taylor seconded the motion. The motion passed.

Presenting of the Treasurers Report by Lisa Harrell. Lisa encouraged the POA members to e-mail her if they had specific questions about the financial report. Gail Davis made a motion to approve the financial report. David Barnes seconded the motion. The motion passed.

Old Business:

David Barnes gave a report on the pumper truck/honey wagon. He reviewed the special account register and thanked the POA for their support of the project. He suggested that the committee continue on as a projects committee and work on securing a playground, a stage and a concessions area. Justin Taylor continued the report with providing the specs on the unit they have in mind with a price of 7,300 not delivered and 8,650 being delivered on a freight truck to Jonesboro. He indicated that the company specializes in providing equipment for RV parks. After much discussion the committee decided to table the proposal temporarily.

POA Contract. De Ann Rucker reported on the current status of the contract. The document will be sent to the bylaws committee. At that point we will have a lawyer look at the document. With a contract we will have documentation to hold people more accountable.

New Business:

Lisa reported on the new web site, the old page is down and we will continue work on the new site.

Roads in block 7 were discussed

Riverbend Park POA Meeting

Minutes

Saturday, November 10, 2018

Board members in attendance: Clarissa Brown, William Davis, Dale Anshuetz, Sandra Starkey, Lisa Harrell, DeAnn Rucker, Carol Halford, Steve Evans, and Ex-Officio Gerald Ostermeier.

Board members absent: Troy Douglas

President, Steve Evans called the meeting to order.

Presenting of the minutes by Carol Halford. Gail Davis made a motion to approve the minutes. Deb Hancock seconded the motion. The motion passed.

Presenting of the treasurers report by Lisa Harrell. Angie Ostermeier made a motion to approve the financial report. Deb Hancock seconded the motion. The motion passed.

Old Business:

The problems with meter readings and billing mistakes were discussed. Clarissa Brown and Lisa Harrell will work on getting the issues corrected and develop a plan for reading meters. Meters will be read on the 24th of the month.

Projects update.

Steve Evans discussed with those in attendance that over night there had been some pipe damage due to freezing. The board decided before the meeting began to go ahead and begin shutting down the water due to another night of below freezing temperatures. The board will put the information out to the POA by face book post and website post as soon as possible. He also reported that we had made a decision to purchase an excavator for the park but at this point purchasing a truck for the park was the most pressing issue, therefore we will rent an excavator for the repair of the flooded areas. He reported that we have an appointment with an attorney to get direction as to how to proceed with several issues such as: bylaws and a POA contract.

Committee Updates. None.

Meeting Adjourned