

# RIVER BEND PARK BOARD MEETING MINUTES

January 11, 2021

## 1. **Roll Call**

Meeting was called to order by President J.W. White. The following members were present: J.W. White, Rick Cooper, Kim Bondi, Jackie Ragan, Arlen Whitley, Stacy Okert, Ryan Holder, Jeremy Glass and Dawn Craft.

## 2. **Announcement of any Special Order of the Day**

## 3. **Approval of minutes from previous meetings**

A motion was made by Mr. Ragan to approve December's Minutes as written

Seconded by Mr. Whitley

The following members voted aye:

Rick Cooper, Jackie Ragan, Kim Bondi, Arlen Whitley, Ryan Holder, Stacey Okert, Jeremy Glass and Dawn Craft

**A total of 8 votes were cast**

Motion carried

## 4. **Approval of Financial Report**

A motion was made by Ms. Bondi to approve the Financials as written

Seconded by Mr. Cooper

The following members voted aye:

Rick Cooper, Jackie Ragan, Kim Bondi, Arlen Whitley, Ryan Holder, Stacey Okert, Jeremy Glass and Dawn Craft

**A total of 8 votes were cast**

Motion carried

## 5. **Report of Park Manager**

Jericho Smith gave Park Manager's Report

A motion was made by Ms. Bondi to hire Marco Cooper to wire fans in bath houses

Seconded by Mr. Cooper

The following members voted aye:

Rick Cooper, Jackie Ragan, Kim Bondi, Arlen Whitley, Ryan Holder, Stacey Okert, Jeremy Glass and Dawn Craft

**A total of 8 votes were cast**

Motion carried

**6. Report of Standing Committees**

None

**7. Report of Special Committees**

None

**8. Old Business**

Ms. Bondi gave an update on the gates

Red and White Camper on hill- Mr. Holder stated he has been unable to find the owners so far. Discussion was had on towing the camper off.

Community Building Roof- Has been taking care of, insurance company is satisfied

Creek Drainage Issue- No progress yet, waiting on better weather

Security- Mr. Whitley discussed security issues

**9. Resolutions previously tabled**

Dispensed

**10. New Business**

Past Electric Bills- Ms. Bondi asked suggestions on how to handle past due electric bills, board agreed cap the water on lots that owed past due bills.

**11. Miscellaneous and Unfinished Business**

Future Pumping- Discussion was had on pumping out park tanks and pumping.  
Further Discussion was tabled until next month

**12. Announcements**

February 2021 POA Meeting will be held February 20, 2021 via Zoom (Due to Covid) at  
10:30am

**13. Excused Board Members**

Dispensed

**14. Adjournment**

A motion was made by Mr. Ragan to adjourn until next scheduled Board Meeting on  
February 8, 2021 at 6:30pm via Zoom

Seconded by Mr. Whitley

The following members voted aye:

Rick Cooper, Jackie Ragan, Kim Bondi, Arlen Whitley, Ryan Holder, Stacey Okert, Jeremy  
Glass and Dawn Craft

**A total of 8 votes were cast**

Motion carried, Meeting adjourned

RIVER BEND PARK SPECIAL BOARD MEETING MINUTES  
JANUARY 19, 2021

1. ROLL CALL

Meeting was called to order by President J.W. White at 6:35pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

4. APPROVAL OF FINANCIAL REPORT

None

5. REPORT OF THE PARK MANAGER

None

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

## 11. MISCELLANEOUS AND UNFINISHED BUSINESS

Treasurer Bondi needed clarification on how guest would be let in the electric gates. After talking with the gate company that handles the software, it was determined that it would cost too much money to use the Phone option at the gates. After some discussion, Secretary Ragan made a motion for the electric gates.

- a) POA members in good standing will be able to purchase 4 additional gate openers in addition to the 2 free cards they receive. This can be any combination they want (card or fob).
- b) POA members NOT in good standing will be limited to 2 purchased cards ONLY.
- c) On holiday weekends (Memorial Day, July 4<sup>th</sup> and Labor Day), temporary codes will be used. POA members in good standing will email the office to request a temporary code.
- d) One temporary code per POA member in good standing will be assigned.
- e) The temporary codes will be active from Friday at 12 noon before the holiday to Monday midnight. This will vary for July 4<sup>th</sup> holiday as it is a holiday that is a different day of the week each year.
- f) The Temporary Code Request HAS to be emailed to the office; no other form of communication will be accepted. If Treasurer Bondi is able to set the website up to send these requests to the office, this method will be accepted.
- g) Temporary Code Requests will only be accepted from the second Wednesday before the holiday to the first Wednesday before the holiday. Requests sent that are NOT in this time frame will be ignored.
- h) POA members NOT in good standing will not be able to use temporary codes.

Jeremy Glass seconded the motion. Motioned passed by majority Ayes.

## 12. ANNOUNCEMENTS

None

## 13. EXCUSED BOARD MEMBERS

None

#### 14. ADJOURNMENT

Secretary Ragan made a motion to adjourn the meeting till the next scheduled meeting on February 8, 2021 at 6:30pm. Seconded by Ms. Okert. Motion passed by majority verbal Ayes. Meeting adjourned at 6:50pm.

# RIVER BEND PARK BOARD MEETING MINUTES

FEBRUARY 8<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:33pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Dawn Craft, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

The board went into Executive Session at 6:35pm. The board came out of Executive Session at 6:45pm.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the January 2021 board minutes as written unless there are any changes needed.

Seconded by Treasurer Bondi

The following board members voted aye:

Rick Cooper, Jackie Ragan, Kimberly Bondi, Arlen Whitley, Dawn Craft, Stacey Okert

**A total of 6 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Treasurer Bondi to approve the January 2021 financial statements as reported.

Seconded by Secretary Ragan

The following board members voted aye:

Rick Cooper, Jackie Ragan, Kimberly Bondi, Arlen Whitley, Dawn Craft, Stacey Okert

**A total of 6 votes were cast** – Motion carried

## 5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following items:

- a. The aluminum cans have been recycled
- b. New starter has been put on the tractor
- c. 180 tons of gravel have been spread, there are about 40 tons left
- d. All 15 septic tanks need to be pumped. Having a hard time to have septic people come and look at the tanks to give quotes.
- e. Looked into a permit to clean out the creeks
- f. Vents in the bathhouses aren't hooked to electric yet
- g. Burn pile in playground will be gone before opening
- h. There is a dead tree in the river playground that needs to be cut down before it falls on the equipment
- i. Received pictures/diagrams on the block 9 playground as to putting it together. Will need help. Rick Cooper said he would donate to buy the 25 bags of concrete needed to set the poles.

#### 6. REPORTS OF STANDING COMMITTEES

None

#### 7. REPORTS OF SPECIAL COMMITTEES

None

#### 8. OLD BUSINESS

Mr. Holder was not present to discuss the red & white camper on the hill that should be towed.

Creek cleanout was discussed earlier.

#### 9. RESOLUTIONS PREVIOUSLY TABLED

None

#### 10. NEW BUSINESS

- Ms. Metcalf suggested that a fee be charged to POA members that have had their water capped due to non-payment of invoices. A discussion went on for a while. Mr. Whitley made a motion to place a \$30 flat fee to take off water locks. There was no second, the motion died. It was decided to table this item till the next meeting.
- Treasurer Bondi brought back up the pumping policy from February 2020 to see if this should go into effect for the 2021 season. It was decided to table this item till the next meeting.
- Treasurer Bondi brought up the question of when to turn on the electricity and water for park opening. It was decided that the season opening date will be March 12<sup>th</sup>, 2021, weather permitting. It was decided that the electricity should be turned on around March 3<sup>rd</sup>, 2021. It was determined that the water should be turned on around March 5<sup>th</sup>, 2021, weather permitting.



- Treasurer Bondi brought up the email to everyone about selling T-Shirts and can huggers. A discussion was had about these items. Ms. Okert made a motion to sell the T-Shirts. Treasurer Bondi seconded the motion. The motion passed by a majority of Aye votes.
- Treasurer Bondi brought up the POA meeting and how things will be handled with it being on Zoom. Her concerns are to make sure that each POA member feels like their questions were heard and answered. There were various suggestions on how to handle the meeting. There should be board members watching the comment section for questions, some board members should be watching for the “Raised Hand” icon. It was suggested that maybe POA members could email their questions ahead of time. The concern was brought up about not knowing questions on minutes or financials without being able to see them ahead of time. Treasurer Bondi stated that she will get the packet together early and post it on the website so that it can be viewed ahead of time. It was suggested that POA members send an email to the secretary by March 15<sup>th</sup>, 2021 so that it can be published by March 17<sup>th</sup>, 2021. The question was asked if there should be a time limit on questions/discussions. There may need to be another meeting to iron out further things.

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

The pumping issue/question has been tabled till the next meeting. Ryan Holder and Jeremy Glass were not present to discuss what they have found.

#### 12. ANNOUNCEMENTS

None

#### 13. EXCUSED BOARD MEMBERS

Treasurer Bondi made a motion to excuse board members Jeremy Glass, Ryan Holder and Jackie Ragan.

Seconded by Mr. Cooper.

The following board members voted aye:

Rick Cooper, Kimberly Bondi, Arlen Whitley, Dawn Craft, Stacey Okert

**A total of 6 votes were cast** – Motion carried

#### 14. ADJOURNMENT

Treasurer Bondi made a motion to adjourn the meeting till the next scheduled meeting which is the POA meeting on February 20, 2021 at 10:30am. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 7:50pm.

# RIVER BEND PARK BOARD MEETING MINUTES

MARCH 8<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:35pm.

Board members in attendance: J.W. White, Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

The board went into Executive Session at 6:37pm. The board came out of Executive Session at 6:49pm.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Ms. Bondi to approve the February 2021 board minutes as written unless there are any changes needed. Seconded by Mr. Whitley

The following board members voted aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert, Arlen Whitley

**A total of 5 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the February 2021 financial statements as reported. Seconded by Mr. Cooper

The following board members voted aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert, Arlen Whitley

**A total of 5 votes were cast** – Motion carried

Ms. Bondi explained that the \$260 Monthly Electric Gate charge is not correct. It is only supposed to be \$110. She called the company to straighten out the problem.

## 5. REPORT OF THE PARK MANAGER

Jericho Smith had to leave the meeting to go repair a water leak at the park. He reported the following items to the board prior to leaving:

- a. Water is on, there have been about 12 – 14 leaks fixed

- b. Pumper truck has all new hoses and fittings. Still working on finding the short in the glove box. It won't short out for him to find it yet.
- c. Entergy is almost finished turning on the poles so that we can turn on electric on lots that are still using park electric.
- d. He would like to see about contractors having to get a permit from the office. President White said that a resolution would be looked at for the next meeting.

#### 6. REPORTS OF STANDING COMMITTEES

4<sup>th</sup> Quarter Financial Audit Report – Ms. Bondi stated that Ms. Alcorn and committee had found 18 skipped electric invoices for the whole year. Ms. Metcalf has sent those out to property owners already for payment. Everything else looked good.

#### 7. REPORTS OF SPECIAL COMMITTEES

None

#### 8. OLD BUSINESS

Mr. Holder was not present to discuss the red & white camper on the hill that should be towed.

#### 9. RESOLUTIONS PREVIOUSLY TABLED

Water Lock Fee – Ms. Okert proposed the following for water lock fee:

Per River Bend Park Declaration of Restrictions 9.5 “Remedies for Non – Payment of Assessments”, River Bend has the right to refuse to connect utility service (or will disconnect services) to any lot in which the annual assessment has not been paid, or any amount due for electric usage has not been paid by the due date. River Bend will charge a fee of \$15.00 to reconnect after all delinquent assessments and/or fees have been paid in full, including the postage for the past due invoices that will be mailed. This is in addition to privileges being suspended of common property usage and all amenities.

A motion was made by Mr. Glass to accept Ms. Okert's proposal. Seconded by Mr. Cooper

The following board members voted aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert, Arlen Whitley

**A total of 5 votes were cast** – Motion carried

#### 10. NEW BUSINESS

- Ms. Metcalf reported that we have 13 campers parked on the hill that do not have a permit. Ms. Bondi commented that she thinks 3 of those should be towed. Ms. Bondi also stated that the Crismon's camper was on the hill and they have sold their lots. Ms. Okert said she will get in touch with them.
- A motion was made by Ms. Bondi to add lots 091-04 and 115-05 to the list of lots to be auctioned off. It was seconded by Ms. Okert. Board members Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert and Arlen Whitley voted Aye. Motion carried. President White asked Ms. Bondi to have Mr. Ragan have a date set for the 4 lots to be auctioned off by the next board meeting.
- A motion was made by Ms. Bondi to sell the Astro Van "AS IS" for \$800, with the lowest amount to take being \$500. If no one is interested in buying the Astro Van after a month, that it be taken to the scrap yard. It was seconded by Ms. Okert. Board members Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert and Arlen Whitley voted Aye. Motion carried. The Astro Van will be taken off of the insurance policy.
- Ms. Bondi brought up that the water tower and pump house on Oak Ridge Road is not being used at all. She was wondering if we can either salvage and/or scrap the tank and shed and then sell the lot. This was tabled till the next board meeting.
- Ms. Bondi brought up that the old sideways water tower and pump house on Bluff Road is not being used at all. She was wondering if we can either salvage and/or scrap the tank and shed and then sell the lot. This was tabled till the next board meeting.

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

The pumping issue/question has been tabled till the next meeting.

#### 12. ANNOUNCEMENTS

Ms. Bondi reported that the automated pumping request system was open for anyone to start sending in requests.

#### 13. EXCUSED BOARD MEMBERS

Mr. Cooper made a motion to excuse board members Dawn Craft, Ryan Holder and Jackie Ragan.

Seconded by Ms. Bondi.

The following board members voted aye:

Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert, Arlen Whitley

**A total of 5 votes were cast – Motion carried**

#### 14. ADJOURNMENT

Mr. Cooper made a motion to adjourn the meeting till the next scheduled meeting which is on April 12, 2021 at 6:30pm via Zoom. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 7:30pm.

## Finance Committee Audit Report October-December 2020

Meeting Date: January 30, 2021

Committee Members present: Brandy Alcorn, James Alcorn, Carlene Barrett, Sebrina Smith, and Amanda Trotter. Dawn Craft sat in on the audit to answer questions, but did not review records. The audit was held in Dawn's camper due to no heat in the community building and to allow the office personnel to remain in the office.

Records audited in the audit: Bank statements, Expenses/bills, Deposits, Receipts, and Receipt books. Information reviewed out of office: Entergy bills, park meter read sheets, payroll.

### **Expenses:**

The October payroll tax amount on the bank statement did not match the email sent by the accountant. Sarah emailed the accountant about the discrepancy. He sent a report showing that the original email had an incorrect amount. The correct report was put in the October file.

### **Deposits:**

All deposits matched the bank statements.

### **Receipts:**

All receipts were accounted for in the deposits.

### **Payroll:**

Employee payroll for 10/9/20- 12/31/20 was checked using employee time clock printouts, the accountant's payroll reports, and the accountant's payroll summaries.

There were no errors on payroll this quarter. Explanations were provided for manually entered clock in/clock out times, but not overtime.

### **Comparison of 4th quarter 2019 to 4th quarter 2020**

	Regular Employee hours	Overtime Hours	Hours paid in error
4th quarter 2019	1,464.57	14.62	-.23
4th quarter 2020	952.02	5.88	0

2019 hours paid in error were hours that were not paid, but were worked.

2020 hours paid in error: none this quarter

### **Year to date Payroll Comparison**

	Regular Employee hours	Overtime Hours	Hours paid in error
Jan-December 2019	9,500.46	440.8	86.95
Jan-December 2020	8,096.51	123.57	11.55

All 2020 Payroll errors were errors made by the accountant (Overtime hours paid at regular rate or overtime hours not paid at all). The accountant should have corrected these errors after they were reported to him by the office.

## Electric

### Common property poles:

The pole located at the Block 5 guard shack was charged both city and county taxes all year. The treasurer contacted Entergy about this issue 3 times. The request from last year to have this issue resolved was still “in limbo” but was finally assigned to someone on 1-19-21. Entergy stated it could take a few weeks for the issue to be resolved.

### POA poles:

No Entergy bills were received for the Entergy poles located at 077-01 & 195-09 all season. Kim called Entergy about this issue several times. Entergy finally realized an employee entered a code wrong when the accounts were closed for the year. After the issue was corrected the park received bills for the entire year for the two poles.

### Park Meter Readings:

Park meters have been read monthly since April/May. The meter reads were audited by comparing the meter read spreadsheet to the invoices sent to POA members.

There were 39 differences in the Meter read spreadsheet and what was invoiced.

15 of the invoices sent to POA members were incorrect.(1 invoice had 2 separate errors)

7 meter reads were invoiced to the wrong POA member

3 were charged more kWh than were actually used

5 were charged less kWh than were actually used

24 meter reads were not invoiced. The missed invoices for assessed/used lots need to be sent. Any unassessed/unused lots with meters turning need to have work orders to fix the problems or inactivate the box. 2 meters were found to be running backward this season.

### Park Meter Removal

Several park meters have been removed from lots at the POA members request.

Some electric invoices have been voided due to POA members stating they have their own pole during that time. If park electric usage is going to be voided, the POA member needs to be able to provide something from Entergy showing their pole was active during that time or POA members need to notify the office when their Entergy is being hooked up.

RIVER BEND PARK SPECIAL BOARD MEETING MINUTES  
MARCH 23, 2021

1. ROLL CALL

Meeting was called to order by President J.W. White at 6:36pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Dawn Craft, Jeremy Glass (joined during Executive Session), Ryan Holder, Stacey Okert and Arlen Whitley

2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Cooper made a motion to go into Executive Session. Seconded by Ms. Bondi. Motion passed by majority verbal Ayes. The board went into Executive Session at 6:38pm.

3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

4. APPROVAL OF FINANCIAL REPORT

None

5. REPORT OF THE PARK MANAGER

None

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS



None

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

The board came out of Executive Session at 7:32pm. The following statement was made by President White.

In regards to the incident at the block 9 gate on Saturday, March 20<sup>th</sup>, 2021 at 12:15am, the incident was reported to the proper law enforcement agency. The case has been turned over to law enforcement and is in the hands of the judicial system. The property owner has paid restitution to the park for the damages he caused to the gate in the amount of \$600. In addition to the \$600, he will be responsible for any additional cost incurred for the repair of the gate.

Mr. Cooper made a motion to accept President White's recommendations. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes.

Ms. Bondi made a motion to table the Blansett Water Contract until further information can be gathered. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes.

#### 12. ANNOUNCEMENTS

None

#### 13. EXCUSED BOARD MEMBERS

None

#### 14. ADJOURNMENT

Mr. Cooper made a motion to adjourn the meeting. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 7:38pm.

# RIVER BEND PARK BOARD MEETING MINUTES

APRIL 12<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:32pm.

Board members in attendance: J.W. White, Rick Cooper, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Ms. Bondi to approve the March 2021 board minutes as written unless there are any changes needed. The Special Meeting Minutes were amended and approved. Seconded by Mr. Whitley.

The following board members voted aye: Rick Cooper, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 7 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the February 2021 financial statements as reported. Seconded by Ms. Okert.

The following board members voted aye: Rick Cooper, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 7 votes were cast** – Motion carried

Ms. Bondi explained the monthly gate charges have finally been fixed. There is a credit on the account to be used for the next couple of months before having to pay again.

Ms. Bondi explained that she had to call Entergy to have the Security Deposits waived. They wanted to charge \$11,000 worth of deposits.

## 5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following items:

- a. The pump truck is fixed, including the short in the glove box.
- b. The tractor is down because of the clutch. It was picked up today and will take 7 – 10 days to repair. It will cost around \$2500.
- c. Waiting on a quote for the leach lines at the dump station.
- d. Waiting on a timer box for the water system.
- e. Both gates are now active for card/fob use only.

#### 6. REPORTS OF STANDING COMMITTEES

None

#### 7. REPORTS OF SPECIAL COMMITTEES

None

#### 8. OLD BUSINESS

Mr. Holder talked about getting the VIN number off the red & white camper. He was looking at the wrong one. Mr. Glass is going to get with Ms. Bondi to show him which campers can be towed.

Ms. Bondi explained that the water loan does use the property on Oak Ridge Road as collateral. The balloon part of the loan will be refinanced prior to November. She stated that she will try and get the loan without using the property as collateral. If it is not needed, then it can be sold, otherwise we have to keep it.

Mr. Glass asked when the 4 lots will be put up for auction. Ms. Bondi stated that Mr. Ragan did not say anything about that to her, we will have to wait for him. She suggested having a special meeting to get those up for auction as soon as possible.

President White asked about the Astro van being sold. Ms. Bondi stated that the crew has not had a chance to clean it up to get good pictures as of yet. Once that is done, it will be put up for sale. Otherwise, it will go to the scrap yard.

President White asked about the Blansett contract. Ms. Bondi stated she has not had a chance to talk to them and didn't know if Jerry has yet either.

Ms. Craft said she was asked by a POA member to see about setting a date to put the block 9 playground equipment together. Since the tractor is down, it was decided to not do that just yet.

#### 9. RESOLUTIONS PREVIOUSLY TABLED

None

#### 10. NEW BUSINESS

Tractor Issues – this was talked about in the Park Manager's report.

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

#### 12. ANNOUNCEMENTS

President White asked that everyone call the Corps of Engineers every day that they can. The phone number is (501) 817-6047. Mr. Holder suggested that the Rouse's should pay for gravel to fix the road that was torn up in front of their lot. Ms. Bondi stated that they drove across her lot and the one in between and rutted that one up.

#### 13. EXCUSED BOARD MEMBERS

Mr. Cooper made a motion to excuse board member Jackie Ragan because of a previous engagement. Seconded by Ms. Okert.

The following board members voted aye: Rick Cooper, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 7 votes were cast** – Motion carried

#### 14. ADJOURNMENT

Mr. Cooper made a motion to adjourn the meeting till the next scheduled meeting which is on May 10, 2021 at 6:30pm via Zoom. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 7:00pm.

## RIVER BEND PARK SPECIAL BOARD MEETING MINUTES

MAY 7, 2021

### 1. ROLL CALL

Meeting was called to order by President J.W. White at 2:31pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

### 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Cooper found a pumper truck. Ms. Okert and President White went and looked at it, drove it, put it through its paces. It is a 2017 International, 2000 gallon tank, diesel, 4" hoses, 4" to 3" adapter, new seals, pumps from front and back.

A motion was made by Mr. Ragan to purchase the pumper truck. Seconded by Mr. Glass.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley. Motion passed.

A motion was made by Ms. Okert to get a loan for the pumper truck. Seconded by Ms. Bondi.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley. Motion passed.

### 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

### 4. APPROVAL OF FINANCIAL REPORT

None

### 5. REPORT OF THE PARK MANAGER

None

### 6. REPORTS OF STANDING COMMITTEES

None

### 7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting. Seconded by Mr. Cooper. Motion passed by majority verbal Ayes. Meeting adjourned at 2:43pm.

# RIVER BEND PARK BOARD MEETING MINUTES

MAY 10<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:34pm.

Board members in attendance: J.W. White, Rick Cooper, Kimberly Bondi, Jackie Ragan, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the April 2021 board minutes as written unless there are any changes needed. Seconded by Mr. Whitley.

The following board members voted aye: Rick Cooper, Kimberly Bondi, Jackie Ragan, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 7 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the April 2021 financial statements as reported. Seconded by Ms. Okert.

The following board members voted aye: Rick Cooper, Kimberly Bondi, Jackie Ragan, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 7 votes were cast** – Motion carried

## 5. REPORT OF THE PARK MANAGER

Jericho Smith was not present.

Rick Cooper discussed that POA members shouldn't be able to work or digging on the roads or Common grounds without approval of the Park Manager. Jackie Ragan made a motion that a Resolution needs to be written on this subject, seconded by Ryan Holder. All members voted yay and the motion passed.

Sarah Metcalf spoke about banned members trespassing or being allowed in by a member in good standing. The POA member may not know the person was banned, Jackie Ragan

made a motion that a Resolution needs to be written on this subject, seconded by Ryan Holder. All members voted yay and the motion passed,

Ryan Holder discussed ATV driving is getting out of control. Jackie Ragan made a motion that a Resolution needs to be written on this subject, seconded by Ryan Holder. All members voted yay and the motion passed.

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on June 14, 2021 at 6:30pm via Zoom. Seconded by Ms. Okert. Motion passed by majority verbal Ayes. Meeting adjourned at 8:01pm.



## RIVER BEND PARK SPECIAL BOARD MEETING MINUTES

MAY 2, 2021

### 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:08pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

### 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Cooper stated that he talked to Jericho Smith about the electric grid. Mr. Smith is out due to his injured hand. Mr. Smith informed Mr. Cooper that in looking at the electric grid he found that there were electric boxes that are totally missing and many that are downed and damaged. Mr. Smith says that it could cost around \$40,000 to fix the electric grid. Ms. Bondi and Mr. Cooper feel like it could cost even more because of all the work no one is thinking about. For example, having to dig up the ground to bury the new electric lines (this means equipment rental), the cost of an electrician, new meters, new boxes, etc. Ms. Bondi feels like it would be more along the lines of \$120,000 or higher.

Ms. Okert researched the powers and obligations of the POA during an emergency situation. She stated that we are required to turn off any and all things that could cause harm to anyone. We are advised to get information from a licensed professional. We are responsible for arranging for emergency repairs which include shutting down the system. If we are not able to get a personal loan, we can levy a special assessment for POA members to pay for the cleanup of the flood.

Mr. Whitley stated that he feels there is not enough time and money to fix the electric grid. By the time it is fixed, it will be time to shut it down. Mr. Glass asked if there were different grids or all one grid. Ms. Bondi stated that there are individual grids. She also stated that there hasn't been time to turn on individual grids to determine which ones work and don't work.

It was determined that this needs to be evaluated further. Ms. Bondi is going to do a report of affected people on the individual electric grids.

Ms. Bondi made a motion that POA members who are on park power, and were affected by the flood to be able to use personal generators until August 1, 2021. If Entergy cannot provide power to an individual lot within this time frame, the POA member can provide a letter to the park stating this to have their generator use extended. Seconded by Ms. Okert.

Ms. Bondi amended her motion to include it has to be POA members in good standing to be able to use personal generators until August 1, 2021. Seconded by Mr. Glass.

The following board members voted aye to add the amendment to the motion: Rick Cooper, Jackie Ragan, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley. Motion passed.

The following board members voted aye to the motion including the amendment: Rick Cooper, Jackie Ragan, Kimberly Bondi, Dawn Craft, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley. Motion passed.

There was additional discussion on the water leaks, roads, trash bins and rotation, prices on equipment rentals, how much gravel Gerald was able to push to the side in the creeks, employees quitting because they didn't want to work on the weekend, how many bathhouses were flooded. The cleanup has been really good this flood.

Mr. Ragan mentioned that since we have the equipment, he would like the creek cleaned out before turning it in. Ms. Bondi stated that Mr. Smith has that as part of his plan. There was some discussion as to whether equipment can be put into the creek or not.

President White asked about the ruts in the leech field in block 5. It was stated that we know the 3 property owners that got stuck.

President White asked about the issue with the block 5 gate. The power had gone out by this time, so a POA member pushed the gate open by hand. This caused the ram to break off the gate so that it was inoperable, but that is how it is supposed to happen.

President White asked about people driving on other POA members lots. This is still an issue.

3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

4. APPROVAL OF FINANCIAL REPORT

None

5. REPORT OF THE PARK MANAGER

None

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

Ms. Bondi made a motion to go into executive session. Mr. Ragan seconded. Motion passed by majority verbal Ayes. The board went into executive session at 7:10pm.

The board came out of executive session at 7:33pm.

Ms. Dawn Craft has tendered her resignation from the board. A motion was made by Ms. Okert to accept her resignation. Seconded by Mr. Ragan.

The following board members voted aye to the motion: Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley. Motion passed.

12. ANNOUNCEMENTS

Ms. Bondi stated that any help with clean up would be greatly appreciated.

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting until next scheduled meeting on May 10, 2021 at 6:30pm. Seconded by Mr. Glass. Motion passed by majority verbal Ayes. Meeting adjourned at 7:38pm.

# RIVER BEND PARK BOARD MEETING MINUTES

JUNE 14<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:38pm.

Board members in attendance: J.W. White, Rick Cooper, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Ms. Bondi to approve the May 2021 board minutes as written unless there are any changes needed. Seconded by Mr. Glass.

The following board members voted aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 6 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the May 2021 financial statements as reported. Seconded by Mr. Glass.

The following board members voted aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 6 votes were cast** – Motion carried

## 5. REPORT OF THE PARK MANAGER

Jericho Smith was not present.

Ms. Metcalf reported the pool in block 9 will be worked on tomorrow.

Ms. Metcalf reported a gentleman picked up a lot of scrap metal. She will ask to see if he will go through the trash pile and pull out all metal and treated wood.

Ms. Metcalf reported that some POA members were saying they were skipped. Out of the 20 they went and looked at, only one looked to be missed. There was discussion as to Sarah sending out emails to members that were not pumped and the reason why.

#### 6. REPORTS OF STANDING COMMITTEES

Ms. Okert spoke about the July 4<sup>th</sup> activities. She has food trucks set to come, booths where members can sell items, parade, fireworks, possible cornhole and the Loud & Dirty band. There was discussion on booth fees. The fees will help cover activities costs and a motor for the old pumper truck.

Mr. Holder made a motion that anyone within the park at any given time that is doing any business to sell food that they should pay a fee of \$250 vendor fee per event, and that anyone within the park at any given time that is doing any business to sell crafts that they should pay a fee of \$100 vendor fee per event. There was no second, the motion died on the floor.

Ms. Okert made a motion that vendors that have been contracted to sell items from Friday to Monday should pay a \$100 vendor fee. This will go towards the old pumper truck engine replacement. Motion was seconded by Mr. Glass. Board members that voted Aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Stacey Okert, Arlen Whitley. Board members that abstained: Ryan Holder. Motion passed.

Mr. Cooper made a motion that no fireworks be allowed to be sold within River Bend Park. Seconded by Ms. Okert. Board members that voted Aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley. Motion passed.

#### 7. REPORTS OF SPECIAL COMMITTEES

None

#### 8. OLD BUSINESS

Mr. Cooper made a motion to table the Construction Work Resolution, Banned People Resolution and the ATV Resolution until the next meeting. Seconded by Mr. Holder. Board members that voted Aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley. Motion passed.

Ms. Bondi brought up the sale of the extra lots. Ms. Okert made a motion for an auction to take place on August 14, 2021 at 9:30am at the Community Building. The minimum starting bid is \$1,050. The lots are 091-04, 115-05, 182-09 and 184-09. An ad needs to be put in the papers for non POA members. Seconded by Mr. Glass. Board members that voted Aye: Rick Cooper, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley. Motion passed.

#### 9. RESOLUTIONS PREVIOUSLY TABLED

None

## 10. NEW BUSINESS

Mr. Holder talked about the burn piles. He suggested to see if anyone can pull out the metal and treated wood so that we can continue to burn the natural debris. Mr. Holder said he was caught off guard by the person who reported the burning piles. He said we were trying to do the park a favor and do a good thing. Now we have a burden to deal with.

Ms. Bondi talked about the electric grid. It was stated that 72 POA members (15 poles) that possibly pay park electric do not have any electric since the flood. Mr. Glass made a motion that the power poles that were affected by the electric boxes being torn out from the flood be turned off until further notice. Seconded by Mr. Whitley. Board members that voted Aye: Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley. Motion passed.

Ms. Okert talked about having extra dumpsters for the holidays. Ms. Bondi stated that this was already planned for. There was some confusion about this since the second dumpster was in block 5 during the Memorial Day holiday. There will be 2 dumpsters in the normal spot for July 4<sup>th</sup> holiday.

Ms. Metcalf asked what the cutoff time was for rental lots. It was determined that the day after the last rental payment at 12pm is when the water and electric should be turned off for rental lots.

Ms. Metcalf brought up the fact that registration forms are not being filled out by POA members. She needs this so that the system will have current information on everyone. It was determined that this form can be shortened for coming years.

Ms. Metcalf brought up the fact that POA members are building permanent structures on the park's easements. Jerry Smith suggested giving the POA members one year to remove their items from the easement. Mr. Glass is going to walk around with Sarah to see some of these things that should be moved.

## 11. MISCELLANEOUS AND UNFINISHED BUSINESS

Ms. Bondi stated that she was given a petition with signatures to allow a Special Meeting to take place to allow the POA to vote to reinstate the regular POA meetings. A special meeting has been called on Saturday, July 24, 2021 at 10:00am at the Community Building.

Mr. Whitley talked about the water pressure. It was stated that Jerry Smith is working on updating the system.

## 12. ANNOUNCEMENTS

Ms. Bondi gave an update on the electric gates. Verizon is upgrading their system from 4G to 5G. This is what is used for the electric gates, so there may be cellular connection issues. Block 9 gate also has an electric issue where something is shorting out. This is being fixed by NEA Fence. Once the Verizon upgrade is done, the firmware will be updated on the pedestals and we should not have an issue.

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Mr. Cooper made a motion to adjourn the meeting till the next scheduled meeting which is on July 12, 2021 at 6:30pm via Zoom. Seconded by Mr. Glass. Motion passed by majority verbal Ayes. Meeting adjourned at 9:00pm.

## Finance Committee Audit Report January- March 2021

Meeting Date: June 13, 2021

Committee Members present: Brandy Alcorn, James Alcorn, and Sebrina Smith. Jeremy Glass sat in on the audit to answer questions, but did not review records. The audit was held in the community building to allow additional space and to allow the office personnel to remain in the office to handle POA needs during her work time.

Records audited in the community building: Bank statements, Expenses/bills, Deposits, Receipts, and Receipt books.

Information reviewed out of office: Payroll.

### **Expenses:**

In QuickBooks in January, there were two payments made to AR Department of Finance for \$71.08. One on the 14th and one on the 15th. In the checking account, there was only one \$71.08 payment. Kim contacted the accountant and the Quick Books error was corrected.

For February, the Common Property Entergy bill and the Cell Gate statement were not in the folder. Sarah printed these and added them to the folder at the end of the audit.

Each month there was an expense "System Recorded Fee for QuickBooks Payments", but no correlating paperwork was available. Jeremy contacted the treasurer to inquire about these fees. Kim explained that this is the fee for paying with a credit card. The fees in the check register matched up with the bank statements, but there was nothing else available to check.

As a fundraiser, T-shirts were purchased from Running Threads in March. Individual POA members purchased some of the shirts in the office and the park purchased 10 additional shirts to meet the minimum order requirement. Five of these shirts are still available for purchase.

### **Deposits:**

No discrepancies in the deposits were found. Deposits are being made in a timely manner.

### **Receipts:**

There were a few instances where the receipt number listed on the deposit printout did not match the actual receipt number, but because the POA member, lot, and reason for payment were listed on both the deposit forms and the receipts, these typographical errors were easily resolved. The corrections were noted on the deposit printouts for future reference if needed.

### **Payroll:**

Employee payroll for 1/1/21- 3/25/21 was checked using employee timecards, accountant's payroll reports, and time clock printouts.

For pay periods 1/29/21-2/11/21 & 2/12/21-2/25/21 there were small discrepancies in the time listed on the time clock printout and the paystubs from the accountant. In all, the error accounted for 12 minutes paid that were not worked.

Comparison of 1<sup>st</sup> quarter 2020 to 1<sup>st</sup> quarter 2021



	Regular Employee hours	Overtime Hours	Hours paid in error
1 <sup>st</sup> quarter 2020	1,904.66	9.04	0
1 <sup>st</sup> quarter 2021	1,332.81	30.89	0.20

### **Electric**

Electric bills were not audited due to no electric bills being available until after the first month of use (March). Electric will be audited in the second quarter audit.

### **Park Meter Readings:**

Meter reads were not audited due to no reads being available until after the first month of use (March). Meter reads/invoices will be audited in the second quarter audit.

# RIVER BEND PARK BOARD MEETING MINUTES

JULY 12<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:33pm.

Board members in attendance: J.W. White, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Ragan made a motion to enter Executive Session at 6:34pm, seconded by Ms. Bondi. All board members voted Aye. Motion passed.

Ms. Bondi made a motion to exit Executive Session at 7:16pm, seconded by Ms. Okert. All board members voted Aye. Motion passed.

Mr. Ragan made a motion for a vote of confidence for the park manager, office manager and the entire park staff. Seconded by Mr. Whitley. The following board members voted aye: Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley. Motion passed. President White would like it noted that if he had a vote, he would have voted Aye.

President White called for a special POA meeting to be held on August 14, 2021 at 12:00pm at the Community Center. The items to be discussed are approval of minutes, approval of financials, audit reports, gate discussion, bathhouses, roads, pumping, commercial selling (if allowed, should there be a fee, if so, what amount), misconduct and loss of privileges, election committee updates, ATV/UTV damages on common grounds, report of the park manager.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the June 2021 board minutes as written unless there are any changes needed. Seconded by Ms. Bondi. Ms. Bondi wanted to make a change to the "Rental Checkout Time". Instead of "Sunday at noon", it should read "the next day after the last rental payment".

The following board members voted aye: Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 6 votes were cast – Motion carried**

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the June 2021 financial statements as reported. Seconded by Mr. Whitley.

The following board members voted aye: Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley

**A total of 6 votes were cast – Motion carried**

#### 5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following:

- Working on getting the gate pedestals onto battery backup. The gates are on battery backup, but not the pedestals, so when power goes out, the incoming gates won't work, only the outgoing gates.
- Working on resetting the block 5 pedestal from where it was hit and is not sturdy.
- The concrete steps in block 2 have been repaired. If it doesn't work, then the pool will need to be drained so the stairs can be fixed.
- There is a leak in the block 9 pool, working on finding where it is.
- Needs more gravel, has used 835 tons already. Ms. Bondi stated that she would like to wait until the next water bill and trash bill come in to see if money can be reappropriated.
- The water system connection needs to be revamped because of the analog line. This should cost between \$1000 to \$2000.
- The F150 truck needs maintenance done on it.
- The F250 truck may need a torque converter.
- The dumpster weekly dumpster needs to be a 40 yard one, the 30 yard gets full all the time. A ramp will need to be built so that people will be able to get their trash into the dumpster.
- Almost done blocking off the whole area near the dump station so that no one can drive over the leech lines.
- Ms. Okert may have a round sink that Mr. Smith can use to replace the broken sink in the bathhouse.

#### 6. REPORTS OF STANDING COMMITTEES

Ms. Brandy Alcorn presented the 1<sup>st</sup> Quarter Financial Audit for 2021. She stated this one was pretty straight forward because there was no electric to audit as of yet.

#### 7. REPORTS OF SPECIAL COMMITTEES

None

#### 8. OLD BUSINESS

Mr. Ragan stated that he would work with Rick Cooper and Ryan Holder on the Construction Work Resolution, Banned People Resolution and the ATV Resolution.

Ms. Bondi stated that Ms. Julia Outlaw contacted the office saying that she had purchased 184-09 and that the Strom's purchased 182-09. This was when Paul Koros was park manager. Ms. Bondi stated she doesn't feel comfortable selling these lots if the new owners can show proof they purchased them. Ms. Outlaw says she has a receipt and will be sending it to the office.

Mr. Glass and Ms. Metcalf still need to get together about POA members building on the easements.

Ms. Metcalf said that some of the scrap metal has been taken out the park by a friend of Howard Baswell. She is going to see if she can find someone to come take more.

#### 9. RESOLUTIONS PREVIOUSLY TABLED

None

#### 10. NEW BUSINESS

Mr. Holder asked if the park owned the white truck parked by the train tracks. Ms. Bondi stated that she thinks that is Lynn Dail's truck. She also thinks that he was asked to move it, but is not positive about that.

President White stated that the red truck parked in the road needs to be moved. If it is still sitting there by Friday, it should be towed. Along with the trailer that is left in the road. Ms. Bondi said that a letter should be written and sent before towing it. Pictures need to be taken with date stamp on them.

Ms. Okert stated that \$125 was made for the old pumper truck engine.

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

#### 12. ANNOUNCEMENTS

President White commended Ms. Okert for all her planning for the 4<sup>th</sup> of July activities. He also commended Mr. Glass for the fireworks show.

#### 13. EXCUSED BOARD MEMBERS

Mr. Ragan made a motion to excuse Rick Cooper from the meeting, seconded by Ms. Okert. All board members voted Aye.

#### 14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on August 9, 2021 at 6:30pm via Zoom. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 8:42pm.



# RIVER BEND PARK BOARD SPECIAL MEETING MINUTES

JULY 20<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:34pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Ragan made a point of order to remind POA members that since the offenders are minors, the board will go into Executive Session to speak with their parents. Once the board comes out of Executive Session, the POA will be informed of the decisions made.

Mr. Ragan made a motion to enter Executive Session at 6:38pm, seconded by Mr. Holder. All board members voted Aye. Motion passed.

Mr. Ragan made a motion to exit Executive Session at 7:46pm, seconded by Mr. Glass. All board members voted Aye. Motion passed.

As to the two minors that did donuts and mud rode in block 9, Mr. Ragan explained that the boys have been punished by their grandparents. He further stated that the two boys are not allowed to ride their 4-wheelers for 4 days. The parents/grandparents are to check in with the office when the boys are in the park so that the days can be documented. Both sets of grandparents agreed to these terms. All board members want to have it known that they feel like the grandparents handled the situation as it should have been. The grandparents and minors went and fixed the area where the donuts were done after they found out what happened.

Mr. Glass wanted to make it known that these kids were not singled out, its just that the board had actual proof of this. The grandparents were totally understanding of this. Mr. Ragan stated that if anyone sees something going on, please let the board know, but they need proof. He said the old rule of snitches get stiches doesn't apply in here, we need you to tell on people.

Mr. Ragan made a motion to release the video to the POA on the gate damage via the FaceBook Property Owners page. Seconded by Mr. Whitley. Board members voting AYE: Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert, Arlen Whitley. Motion passed.

As to the minor that broke through the gate, Mr. Ragan explained that neither parent would get back in contact with him. He further stated that the minor is banned from the park for

the rest of the year, except to go to and from his parent's lots and the gate. He is not allowed on any other River Bend Property. If he is seen on any other River Bend Property, he will be charged with trespassing and be prosecuted to the fullest extent of the law. His parents are to pay restitution in the amount of \$1,700 within 30 days. If they do not, then all services for them will be shut off. Mr. Glass explained that the restitution is for the amount of hours billed for the employees to fix the gate and the price of the equipment. Ms. Okert then explained her confrontation with the minor that took place in front of a POA member and a park employee. Following is Ms. Okert's statement.

This boy came up to me after I was stopped by a property owner that told me that the minor ran through the gate. I asked her which one, she said the minor's name. That minor then came up to me and stood between our vehicles. He stated that he did run through the gate. I tried to explain to him the repercussions of breaking the gate and what his parents would have to pay. He said that it was his f\*\*\*\*\* money, and said that they live off me. I told him that I didn't think he understood the severity of it and the cost of it. He pretty much told me that the board could go f\*\*\*\* themselves. And that wasn't the first altercation with him throughout the day.

Mr. Ragan stated that he had told Ms. Okert that he tried to swipe his card, but Ms. Bondi proved that to be false. The video shows that he sped up to the gate and willfully and maliciously broke the gate without trying to swipe a card/fob. This was not an accident and we will be pressing charges. This was willful vandalism followed up with a confession and complete disregard for what he did.

Mr. Ragan asked if the witness wanted to speak, but she didn't want to speak in front of everyone. She will be writing a statement of what happened.

3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

4. APPROVAL OF FINANCIAL REPORT

None

5. REPORT OF THE PARK MANAGER

None

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

Ms. Bondi stated that she has reviewed the pool video and found out that it was three minors that broke the rail and concrete step. She said that you can plainly see where the boys are purposely shaking the rail to make it come lose. They do this throughout the whole time they are swimming. Eventually it finally broke to where the rail was just swinging freely across the step. A picture of the parent has been posted on the FaceBook page to help identify him.

Mr. Holder made the following statement.

I know last year we had to deal with covid, and this year we had to deal with the flood. This all comes together with what's happened since actually the park opened this past year regarding all the property damage that we've had, mainly this year. We've been in the park for 8 years and we have had more property damage this year than we've had the whole time we've been in the park. So my deal to you as POA members, I want you to understand that us as a board, collectively we have come together, and we are taking a stance, against not only property owners but also against guests for the simple fact that if somebody within the park causes damage or is not doing something right, I want you all to understand that we are gonna hold you accountable. These recent events from the last two or three months, especially for me and I know several other board members, we are not gonna tolerate it. I know there is some stuff that happened several months ago, and, but I want everybody to understand that as a board, w/re done. Several people have commented to me about new bathrooms, well as far as I know, there is probably over \$20,000 worth of damage that has happened this year within the park that the park has probably had to replace. And so, you know, if want a new bathroom, get ahold of your property owners that are causing trouble or your guests because we can't replace these bathrooms and continue to replace these bathrooms with excess costs. So my deal is to you all, our board now, I mean we may not all agree with everything that's going



on, but diligently we work through the process. And our park manager right now has a lot on his shoulders. The pumping situation has went in my opinion very well this year. I mean there has been some flaws, but you know in any kind of job, but, so, we have a meeting this weekend coming up. So for all you people as far as property owners, if you have a complaint, I encourage you to come to this meeting for the simple fact that there's people that are on this page right now, they're on here, but the never show up at the meetings. For those that see this later on, I encourage you to come to this meeting because if you have questions, I want you to come and we will address it. But for you to get on social media and backstab the board about some of the decisions that they make, it's not us, it's some of the POA members that don't understand exactly what's going on. So I got two more years on this board, I'm not resigning, so you can't get rid of me unless the powers may be. I'm just telling your right now, I'm sick and tired of all the property damage in the park. The people, we just give them a raise, our employees, they deserve that raise just for the simple fact of some of the stuff they had to put up with some of you all. And so, if y'all wanna sit there and gripe and complain to some the property owners or to the actual employees, that's why they got that raise. They work diligently every day of the week when they are available. I want y'all to understand something, as a board member, like I said earlier, we do not always agree on everything especially when we go in Executive Session, but we always try to work through it. And I honestly feel with this board, you know the decisions that we've made tonight, where it may in a situation to where we done the right thing. So please, if you have any complaints or concerns, make sure you show up to this meeting on Saturday, because from here on out, it's the boards decision. But it's also the POA decision also, and we want to hear your complaints. That's all I got to say for right now.

Mr. Ragan wanted to clarify that the meeting is August 14, 2021. The meeting on July 24, 2021 is to reestablish the POA meetings.

#### 13. EXCUSED BOARD MEMBERS

None

#### 14. ADJOURNMENT

Mr. Cooper made a motion to adjourn the meeting till the next scheduled meeting which is on August 9, 2021 at 6:30pm via Zoom. Seconded by Mr. Holder. Motion passed by majority verbal Ayes. Meeting adjourned at 8:10pm.

# RIVER BEND PARK SPECIAL MEETING MINUTES

JULY 24<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 10:12am.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Jerry McCormick made a motion to reinstate the POA meetings outside of the regular annual meeting. These meetings will be held in February, April, June, August and November. Seconded by Ms. Angie Ostermeier. All members voted Aye verbally. Motion passed.

Ms. Mandy Cook wanted to know why it was just those months instead of more, in case the POA wanted them more often. It was explained that the wording of the petition was to reinstate the POA meetings from the previous Bylaws filing. If there needs to be more POA meetings, that can be voted on in the next POA meeting.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

## 4. APPROVAL OF FINANCIAL REPORT

None

## 5. REPORT OF THE PARK MANAGER

None

## 6. REPORTS OF STANDING COMMITTEES

None

## 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Ms. Angie Ostermeier made a motion to adjourn the meeting. Seconded by Mr. Arlen Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 10:22am.

# RIVER BEND PARK BOARD SPECIAL MEETING MINUTES

JULY 28<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:35pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Cooper made a motion to accept Thomas “TJ” Smith to the board to replace Dawn Craft’s position. Seconded by Ms. Bondi. All board members voted Aye. Motion passed.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

## 4. APPROVAL OF FINANCIAL REPORT

None

## 5. REPORT OF THE PARK MANAGER

None

## 6. REPORTS OF STANDING COMMITTEES

None

## 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

None

## 9. RESOLUTIONS PREVIOUSLY TABLED

None

## 10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Mr. Glass made a motion to adjourn the meeting till the next scheduled meeting to be held August 9, 2021 at 6:30pm via Zoom. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 6:41pm.

# RIVER BEND PARK BOARD MEETING MINUTES

August 9<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:36pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Ryan Holder (entered late), Thomas Smith and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the July 2021 board minutes as written unless there are any changes needed. Seconded by Ms. Bondi.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Thomas Smith, Arlen Whitley

**A total of 5 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the July 2021 financial statements as reported. Seconded by Mr. Whitley.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Ryan Holder, Thomas Smith, Arlen Whitley

**A total of 6 votes were cast** – Motion carried

Ms. Bondi made a motion to publish the Aging Report on the website with a password, just like the financials. Seconded by Mr. Whitley. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Ryan Holder, Thomas Smith, Arlen Whitley. Motion carried.

## 5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following:

- The pedestals are now on battery backup. It will last about an hour, but normally, power comes back on before then. The cameras at the guard shacks are also connected to the battery backup.
- New cameras have been put up at guard shack 5.

- The railing in block 2 has been fixed. The fence around the pool needs repaired.
- There is a leak in the block 9 pool, working on finding where it is.
- The majority of the common areas have been fenced off.
- The abandoned campers have been moved to the side by the train tracks and off the common area. Mr. Whitley commented on how good the park looked over the weekend.

#### 6. REPORTS OF STANDING COMMITTEES

None

#### 7. REPORTS OF SPECIAL COMMITTEES

Mr. Ragan made a motion to approve the ballot for the 2021 Board Elections. Seconded by Mr. Whitley. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Ryan Holder, Thomas Smith, Arlen Whitley. Motion carried.

Ms. Bondi asked if Thomas Smith should also be on the ballot because his Bio wouldn't be turned in within the 45 day limit, but he was appointed within 30 days of the election. Mr. Ragan explained and read from the bylaws the reason he does not have to be included on the ballot.

#### 8. OLD BUSINESS

None

#### 9. RESOLUTIONS PREVIOUSLY TABLED

None

#### 10. NEW BUSINESS

Mr. Cooper stated he would like the POA to vote on to either allow or ban dirt bikes. He is worried about them being a safety issue, they do not have lights for night riding, speed factor, noise factor, they ride over people's yards and on common ground. He would like this to be discussed at the Special POA Meeting.

Mr. Ragan made a motion to accept a resolution to put liens on lots that have not paid past electric or assessments. There was discussion about how long ago this should start. It was brought up that the POA had voted some time ago about the 2 year waiver also. It was brought up that past electric should be within the past 3 years. Seconded by Mr. Holder. The following board members voted aye: Rick Cooper, Jackie Ragan, Ryan Holder, Thomas Smith, Arlen Whitley. The following board members abstained: Kimberly Bondi. Motion carried.

Mr. Ragan made a motion to accept a resolution to not allow any rafting/canoeing companies into the park, except for an emergency. Seconded by Mr. Cooper. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Ryan Holder, Thomas Smith, Arlen Whitley. Motion carried.

Mr. Ragan brought up the trussell and the culvert under it going towards the creek. The supporting concrete is falling off and it is washing out underneath the concrete pad. Mr. Ragan asked Mr. Jericho Smith to look at it to see what could possibly be done.

Ms. Dawn Craft asked if block 6 could put a basketball court in near the bathhouse. She stated that they are not asking for park money, that block 6 people will be donating and doing the work. It will have to be away from the leech lines because concrete needs to be poured. Mr. Ragan made a motion to allow a basketball court be put in block 6. The plans need to be run by Mr. Jericho Smith for approval. Seconded by Mr. Whitley. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Ryan Holder, Thomas Smith, Arlen Whitley. Motion carried.

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

Ms. Bondi made a motion to go into Executive Session at 7:57pm. Seconded by Mr. Holder. All board members voted Aye.

The board came out of Executive Session at 8:33pm.

#### 12. ANNOUNCEMENTS

In regards to the speeding incident that occurred on 07/31/2021, the minor involved has been banned from the park for the remainder of the year.

The Lot Auction is being held at 9:30am on August 14, 2021.

The Special POA meeting is being held at 12:00pm on August 14, 2021.

Mr. Holder reminded everyone to be conscious of Covid being rampant again and to follow all guidelines.

#### 13. EXCUSED BOARD MEMBERS

Mr. Ragan made a motion to excuse Jeremy Glass from the meeting. Seconded by Ms. Bondi. All board members voted Aye.

#### 14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on September 13, 2021 at 6:30pm via Zoom. Seconded by Mr. Whitley. Motion passed by majority verbal Ayes. Meeting adjourned at 8:42pm.



## **Resolution**

### **No. 20210809**

WHEREAS, Arkansas has established laws stating the rights of a HOA/POA, so that when property is acquired that falls under the jurisdiction of a HOA/POA the new owner is bound and inherently accepts the rules, regulations, bylaws & restrictions of the HOA/POA.

WHEREAS, each current property owner and new property owner is given and/or has readily access to the current Rules & Regulations, Bylaws and Declaration of Restrictions as recorded in the courthouses of Sharp County, Arkansas and Fulton County, Arkansas.

WHEREAS, **Bylaws of the River Bend Property Association Article V, Section 1** "Right of Assessment" states: *"The board shall have the responsibility to levy and provide for collection of annual assessments".* **Article X** "Assessments of Common Expenses" states: *"power to enforce the provisions of Paragraph 9 of the Declaration of Restrictions recorded on 15th day of November, 2019 book 2019, page 17891 in Sharp County, Arkansas and book 2019, page 4851 in Fulton County, Arkansas."* **Article XI** "Default in Payment of Assessments" states: *"Each assessment and each special assessment made pursuant to these Bylaws shall be separate, distinct and personal debts and obligations of the owners. Suit to recover a money judgment for unpaid common expense levies may be maintained in the name of the Association by its officers."*

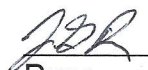
WHEREAS, **River Bend Addition to the Bluffs on Spring River Subdivision Correction to Declaration of Restrictions** as recorded on the 15th day of November, 2019 book 2019, page 17891 in Sharp County, Arkansas and book 2019, page 4851 in Fulton County, Arkansas **Paragraph 10.** "Enforcement of Restrictions" states: *"...All charges to a lot or property's owner by the River Bend Property Owners Association, Inc for unpaid assessments...shall become in lien against the real property, or personal property sold should the owner fail or refuse to pay charges. Court costs, attorney fees, lien fees, and other expenses incurred by River Bend Property Owners Association, Inc. shall be the obligation of the property owner and enforceable and collectible as any other charges."*

WHEREAS, As required by Arkansas law, River Bend Property Owners Association, Inc. Bylaws and Declaration of Restrictions each property owner is required to pay all Annual Assessments, Special Assessments, Utilities Charges, Fees and Special Fees as assessed by the River Bend Property Owners Association, Inc. and its Board of Directors. Any Property Owner refusing to pay by the specified time frame is in violation of the aforementioned.

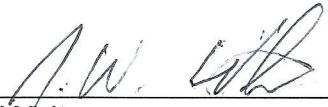
WHEREAS, Property Owners failing to pay their respective debts with the association has created an undue burden on the association as a whole and has created a cause for immediate remedies of the respective debts specifically as resolved below.

NOW THEREFORE BE IT RESOLVED by the River Bend Board of Directors that each property owner failing to pay their Annual Assessments, Special Assessments, Fees, Special Fees or any other charges owed to the association and going into default after the specified timeframe a Lien will be placed on the property owners' respective lot(s), the debt will be placed on the owner's personal credit, a lawsuit will be filed and/or the debt will be turned over to a collection agency.

Introduced this 9th day of August, 2021 by:  
Jackie G. Ragan, Board of Directors

 \_\_\_\_\_ this 9th day of August, 2021 as attested by:  
Pass      Fail

  
\_\_\_\_\_  
Jackie G. Ragan  
Secretary

  
\_\_\_\_\_  
J.W. White  
President

**Resolution**  
**No. 202108091**

WHEREAS, River Bend Property Owners Association, Inc and all properties contained inside are private property.

WHEREAS, it has come to the attention of the Board of Directors that private companies have used River Bend Properties to drop off and/or pick up individuals for float trips.

WHEREAS, this creates an immediate concern for the welfare and liability of each property owner, their respective properties and the association.


NOW THEREFORE BE IT RESOLVED that due to the seriousness, immediate danger and liability to River Bend Park, all canoe, rafting, tubing, kayak, etc. companies are not allowed to use River Bend Park properties. Any company caught using River Bend Park properties will be immediately reported to the local authorities for trespassing, and charges will be pressed. Any property owner allowing or contributing to access will be immediately reported to the local authorities for allowing unauthorized access, and charges will be pressed.


Introduced this 9th day of August, 2021 by:  
Jackie G. Ragan, Board of Directors

  
Pass

Fail

\_\_\_\_\_ this 9th day of August, 2021 as attested by:

  
\_\_\_\_\_  
Jackie G. Ragan  
Secretary

  
\_\_\_\_\_  
J.W. White  
President

# RIVER BEND PARK BOARD SPECIAL MEETING MINUTES

SEPTEMBER 4<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by Secretary Jackie Ragan at 9:00am.

Board members in attendance: Jackie Ragan, Kimberly Bondi, Jeremy Glass, Stacey Okert and Arlen Whitley

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

After calling the meeting to order, Mr. Ragan turned it over to the Election Committee Chairperson Candace Bielens. Voting started at 9am and continued until 11am. The board recessed until the results were confirmed.

The board reconvened at 1:00pm. The election results were 26 Yes votes and 2 No votes for Jeremy Glass. Ms. Okert motioned to accept the results. Seconded by Ms. Bondi. All board members voted Aye.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

## 4. APPROVAL OF FINANCIAL REPORT

None

## 5. REPORT OF THE PARK MANAGER

None

## 6. REPORTS OF STANDING COMMITTEES

None

## 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

None0p

## 9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

Ms. Bondi made a motion to excuse board members J.W. White, Rick Cooper, Ryan Holder and TJ Smith. Seconded by Mr. Glass. All board members voted Aye.

14. ADJOURNMENT

Mr. Glass made a motion to adjourn the meeting. Seconded by Ms. Bondi. Motion passed by majority verbal Ayes. Meeting adjourned at 1:02pm.

# RIVER BEND PARK BOARD SPECIAL MEETING MINUTES

SEPTEMBER 7<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:15pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder (after roll call), Stacey Okert and Thomas Smith

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Ragan explained to Mr. Cristofori that his minor son is not allowed to drive around the park at all. He is not allowed to drive on any common ground, not use the pools or bathhouses, and not use any other park facilities. He is only allowed from the gate to the lot in a vehicle that the parents are driving. Mr. Ragan stated that he was seen driving around in block 6 doing donuts, he was near the park area driving erratically and was also seen in the block 9 pool.

Mr. Cristofori stated that he was told after they had paid the damages, that his minor son would be allowed to use park privileges. He said that a board member told his minor son that. The board stated that was not true.

Mr. Cristofori stated that he was taking the 4-wheeler out of service. He said he did not realize his minor son was doing all that he was. He asked that if anyone sees anything in the future, to please let him know.

Ms. Okert made a motion to allow Mr. Cristofori on more chance to control his minor son's actions within the park. If the minor son is caught doing anything other than sitting on his lot, then all services for the whole family will be suspended. Seconded by Mr. Glass

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert, Thomas Smith

**A total of 8 votes were cast** – Motion carried

Mr. Ragan asked to go into Executive Session at 6:24pm. Seconded by Mr. Cooper. All members voted Aye.

Board members exited Executive Session at 6:45pm.

Mr. Ragan made a statement that the board discussed the extent of the suspension should it occur for Mr. Cristofori.

3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

4. APPROVAL OF FINANCIAL REPORT

None

5. REPORT OF THE PARK MANAGER

None

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Mr. Dodd made a motion to adjourn the meeting till the next scheduled meeting which is on September 13, 2021 at 6:30pm via Zoom. Seconded by Mr. Ragan. Motion passed by majority verbal Ayes. Meeting adjourned at 6:50pm.





# RIVER BEND PARK BOARD MEETING MINUTES

September 13<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:30pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Mr. Glass nominated Mr. White for board President. Mr. Cooper made the motion, Mr. Glass seconded. All board members voted Aye.

Ms. Bondi nominated Mr. Cooper for board Vice President. Mr. Glass made the motion, Ms. Okert seconded. All board members voted Aye.

Ms. Bondi nominated Mr. Ragan for board Secretary. Mr. Cooper made the motion, Mr. Glass seconded. All board members voted Aye.

Ms. Okert nominated Ms. Bondi for board Treasurer. Mr. Glass made the motion, Mr. Cooper seconded. All board members voted Aye.

Mr. Ragan made a motion to change the board meeting day to the second Wednesday of every month. Seconded by Mr. Glass. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith. Motion carried.

Mr. Ragan made a motion to approve the Rules of the River Bend Board of Directors 2021 Session. Seconded by Ms. Okert. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith. Motion carried.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the August 2021 board minutes as written unless there are any changes needed. Seconded by Mr. Holder.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith

**A total of 8 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the August 2021 financial statements as reported. Seconded by Mr. Ragan.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith

**A total of 8 votes were cast – Motion carried**

5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following:

- Block 9 pool is closed, trying to find the leak.
- Block 2 pool will stay open, weather permitting.
- 120 ton of gravel coming for the roads.
- There is a leak in the block 9 pool, working on finding where it is.
- In the process of building a new roof for the pump house on Hwy 63.
- Has prices for the water leak / tree removal in block 6.

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

Ms. Bondi explained that she talked to the banker and he said we can sell the lot whenever we want. The reason is because we will use that money to pay off the water loan. It was determined that a survey will need to be done, but that cost can be added back to the price of the property. Ms. Okert made a motion to sell the property on Oak Ridge. Seconded by Mr. Cooper. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Stacey Okert and Thomas Smith. Motion carried

Ms. Bondi suggested changing the Pump Request deadline to Saturday at midnight. Then the list would be published on Sunday, giving POA members time to prove they sent in a request before Monday pumping. Discussion went back and forth on this. It was decided that nothing would change.

Mr. Ragan made a motion to remove the Pump Board from the office on October 3<sup>rd</sup>, 2021. Seconded by Mr. Glass. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith. Motion carried.

Mr. Ragan talked about the Sticker/Tags for ATV, UTV, etc. He wants to grandfather in some plates. After much discussion, President White said this should go to the Safety Committee and they can present 3 options at the November Board Meeting.

Ms. Okert made a motion to cut down the tree in block 6 that has grown over the water line. Seconded by Ms. Bondi. The following board members voted aye: Rick Cooper, Kimberly Bondi, Ryan Holder, Stacey Okert, Thomas Smith. The following board members voted no: Jackie Ragan, Mary Beth Dodd. The following board member abstained: Jeremy Glass. Motion carried.

Mr. Ragan made a motion to change Quiet Time to 12am – 8am. Seconded by Mr. Glass. The following board members voted aye: Jackie Ragan, Kimberly Bondi, Jeremy Glass, Stacey Okert, Thomas Smith. The following board members voted no: Rick Cooper, Mary Beth Dodd, Ryan Holder. Motion carried.

Ms. Dodd made a motion to change Quiet Time to 12am – 7am. Seconded by Mr. Cooper. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert, Thomas Smith. Motion carried.

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

#### 12. ANNOUNCEMENTS

None

#### 13. EXCUSED BOARD MEMBERS

None

#### 14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on October 13, 2021 at 6:30pm via Zoom. Seconded by Mr. Holder. Motion passed by majority verbal Ayes. Meeting adjourned at 8:10pm.

# RULES OF THE RIVER BEND BOARD OF DIRECTORS 2022 SESSION

## TABLE OF CONTENTS

### RULES

#### I. OFFICERS

Rule 1 - Titles & Selection

Rule 2 - Powers & Duties

- A. President
- B. Vice - President
- C. Secretary
- D. Treasurer

#### II. SESSIONS

Rule 3 - Annual Session

Rule 4 - Special

#### III. MEETINGS

Rule 5 - Annual Meeting

- A. Convene Saturday before 1st Monday in September
- B. Installation of new members

Rule 6 - Regular and Special Meetings

Rule 7 - Resumed Meetings Rule

Rule 8 - All Meetings Open to the Public, Except

Rule 9 - Quorum

Rule 10 - Absence from Meetings

Rule 11 - Agenda and Calendar to be Posted

Rule 12 - Journal of Proceedings

#### IV. ORDER OF BUSINESS AND PROCEDURES

Rule 13 - Regular Order of Business

Rule 14 - Exceptions and Unfinished Business

- A. Special Order of the Day, if any
- B. Unfinished business takes precedence

## V. COMMITTEES

Rule 15 - Standing Committees

Rule 16 - Personnel & Administration Committee

- A. Members of Committee
- B. Duties

Rule 17 - Special Committees

Rule 18 - Committee Powers & Limitations

- A. Duties
- B. Shall not assume executive duties
- C. Shall not incur any unauthorized expense

Rule 19 - Appointment of Committee Members

Rule 20 - Removal of Committee Members; Reappointment Prohibited

Rule 21 - Committee Quorum and Voting

Rule 22 - Calling Meetings

Rule 23 - Meeting Notices to be Published & Posted

Rule 24 - All Meetings & Hearings Open to the Public, Except

Rule 25 Executive Session

## VI. DEBATE AND DECORUM

Rule 26 - Procedure for Recognition

- A. Address the Chair
- B. President shall determine order
- C. Speaking twice on same subject
- D. Closing on a motion and debate

Rule 27 - Transgression of the Rules; Points of Order

Rule 27A- Appeal of a Decision of the Chair

## VII. MOTIONS

Rule 28 - Presenting Motions

Rule 29 - Withdrawing Motions

Rule 30 - Amending Motions

- A. Only one amendment to an amendment
- B. President to state amendment before vote
- C. Presented in Writing

Rule 31 - Motions During Debate

Rule 31A- Non-Debatable Motions

Rule 32 - Motion to Adjourn

Rule 33 - Motion to Refer

Rule 34 - Motions Laid on the Table Rule

34A- Majority Required to Adopt Motions

## VIII. VOTING PROCEDURE

Rule 35 - Voting Mandatory

Rule 36 - Executive Session Voting

Rule 37 - Private Interest Prohibited, Unless

Rule 38 - Division of the Question

Rule 39 - Record of Voting

Rule 40 - Roll Call Procedures Rule

41 - Right of Member to Explain Vote Rule

42 - Reconsideration

## IX. RESOLUTIONS

Rule 43 - Introduction Requirements Rule

Rule 43A- Form Rule

Rule 43B- Requirement

Rule 44 - First Reading

A. Resolutions to be on Board of Directors desks

B. Formal Reading of Resolutions

Rule 45 - Amending Resolutions

## X. RULES

Rule 46 - Annual Adoption; Amendments; Suspension

Rule 47 - Parliamentary Procedure

## XI. EMPLOYEES OF THE BOARD

Rule 48 - Hiring Procedures.

A. Annual reappointment of employees

B. Filling vacancies

C. Probationary status of new employees

Rule 49 - Complaint Procedures

## XII. MISCELLANEOUS

Rule 50 - Seniority 1. Members with Same Service 2. Generally

Rule 51 - Smoking Prohibited, Where

## I. OFFICERS

### Rule 1 - Titles & Selection

The officers of the Board of Directors of River Bend Park shall be the President, Vice-President, the Secretary, and the Treasurer.

### Rule 2 - Powers & Duties During Meetings

- A. The President shall preside at all meetings of the Board of Directors. They shall take the Chair at the hour appointed for any meeting of the Board, call the members to order and on the appearance of a quorum, preserve decorum and decide all questions of order. The President shall appoint standing and special committees, and shall serve as a member of all committees with the same rights of other members.
- B. The Vice-President shall, upon the absence, disability or failure to act of the President, preside over the Board of Directors and succeed to and perform all of the duties and functions of the President.
- C. Secretary shall handle all Board administrative measures during the meeting of the Board. They shall move to: defer the approval of the minutes until printed; approve minutes when printed excuse Board Members not present; adjourn to a date certain; and carry out other duties assigned by the President. Secretary shall, upon the absence or disability of the Vice-President, succeed to and perform all duties and functions of the Vice-President.
- D. Treasurer shall, upon the absence or disability of the Secretary, perform all duties and functions of the Secretary.

## II. SESSIONS

### Rule 3 - Annual Session

One session of the Board of Directors shall be held annually, immediately following Board Elections.

### Rule 4 - Special Sessions

The President may call special sessions of the Board, giving twenty four hour notice thereof, and shall specifically state by a message in writing to the Board of Directors when assembled, the object for which the special session has been called, and the action of the Board during the special session shall be confined to such object.



### III. MEETINGS

#### Rule 5 - Annual Meeting

- A. The Board of Directors shall be annually convened on the Saturday, before the first Monday in September and shall be called to order by the President at 6:00 p.m.
- B. Newly elected members shall be present and their names shall be entered upon the roll.

#### Rule 6 - Regular and Special Meetings

Meetings of the Board of Directors shall be held at a location determined by the President. Regular meetings shall be held the second Monday of each month. Special meetings shall be held at such times as may be fixed by special motion, which motion shall be approved by a majority vote of the members present.

#### Rule 7 - Resumed Meetings

The President, Vice-President and Secretary, or any two of them, may convene the Board for a resumed regular meeting prior to such future date. When directed by the President, Vice-President and Secretary, or any two of them, the Secretary shall cause a written notice to be electronically mailed to each member of the Board, stating the date, hour and place of such resumed regular meeting, and upon receipt of such notice each member shall be obligated to attend such meeting. After convening in such resumed regular meeting, the Board's order of business shall be the same as in all regular meetings.

#### Rule 8 - All Meetings Open to The Public, Except

All meetings of the Board of Directors and its Committees shall be open to the public, except that when the Board needs to discuss matters of confidentiality.

#### Rule 9 - Quorum

Six members shall constitute a quorum, but a smaller number may adjourn from day to day.

#### Rule 10 - Absence from Meetings

Unless a member's absence is excused on motion, stating the cause thereof, and adopted by a majority of the members present, whenever a member of the Board is absent from a Regular, Resumed or Special Meeting of the Board of Directors, it shall be counted as a Missed Meeting.

#### Rule 11 - Agenda and Calendar to be Posted

A copy of the tentative agenda for each Board meeting including the date, place, and time, shall be electronically mailed to each Board member by the Secretary, posted by the Secretary on

the Riverbend Property Owners Facebook page, posting on the official River Bend website. No item may be included on the printed tentative agenda after 5:00 p.m. the Thursday prior to said meeting. A calendar reflecting meeting days, holidays, and other pertinent dates which can be determined in advance shall also be posted on the website.

#### Rule 12 - Journal of Proceedings

The Board of Directors shall keep a journal of its proceedings, and the yeas and nays on any question shall at the desire of any member present be entered thereon. The proceedings of each meeting of the Board shall be published after approval at the next regular Board meeting.

### IV. ORDER OF BUSINESS AND PROCEDURES

Rule 13 - Regular Order of Business the Order of Business and Procedure shall be as follows:

1. Roll Call.
2. Suggested Prayer. "Almighty God, source of all authority, we humbly ask guidance in our deliberations and wisdom in our conclusions. Amen."
3. Announcement of any Special Order of the Day.
4. Approval of minutes of previous meetings.
5. Approval of Financial Report
6. Report of the Park Manager.
7. Reports of Standing Committees
8. Reports of Special Committees
9. Old Business
10. Resolutions previously tabled
11. New Business
12. Miscellaneous and Unfinished Business.
13. Announcements.
14. Excused Board Members.
15. Adjournment.

## Rule 14 - Exceptions and Unfinished Business

- A. The President at each meeting shall state the business in the order provided by Rule 13 and shall announce the Special Order of the Day, if any, when same is to be taken up other than in the appropriate order of business. No business shall be taken up or considered until the class to which it belongs shall be declared to be in order, but communications may be taken up at any time the affirmative vote of the majority of the members present. Any agenda item may be made a special order of business.
- B. Any unfinished business in which the Board was engaged at the last preceding adjournment shall take precedence in the order of the day.

## V. COMMITTEES

### Rule 15 - Standing Committees

The Standing Committees of the Board of Directors shall be:

Rules & Credentials

Activities

Safety

Finance Committee

Elections Committee

- A. The Rules & Credentials Committee shall be responsible for an annual review of the Rules of the Board and make recommendations for amendments; and see to the proper enforcement of the Rules adopted by the Board. This committee shall be made up of four Board Members only.
- B. The Activities Committee shall consider all matters pertaining to the parks recreation and events.
- C. The Safety Committee shall consider all matters pertaining to the Safety of members and guests of River Bend Park, and suggest rules and regulations for the Board of Directors to consider.
- D. The Finance Committee shall consider all matters pertaining to the assessment of property, park debt and interest thereon; also the economy, order and accountability in the park's fiscal affairs and the workings of park functions dealing with financial matters.

- E. The Election Committee shall oversee all elections in accordance with Article VI of the By-Laws

#### Rule 16 - Personnel & Administration Committee

- A. The Personnel & Administration Committee shall consist of the President, who shall be the Chairman, the Vice- President, the Secretary, the Treasurer and one other Board Member appointed by the President and approved by a majority of the Board.
- B. The Personnel & Administration Committee shall consider all matters pertaining to the Employees of River Bend Park

#### Rule 17 - Special Committees

A Special Committee shall be appointed by the President only when requested by a Resolution adopted by the Board. Any Resolution addressed to the establishment of a Special Committee must state the time period in which it shall conclude its assigned task, provided that no such time period shall extend past the end of the current annual session of the Board.

#### Rule 18 - Committee Powers & Limitations

- A. Standing Committees shall also suggest such means as will improve the usefulness and enlarge the advantages of any activities or conditions related to the subject matter of said Committee.
- B. No Committee or member thereof shall have the right to assume or perform any executive duties, either in the execution of ordinances, in the settlement of claims or in any other manner.
- C. No Committee shall employ a clerk or other assistant or incur other expense without having been authorized to do so by an affirmative vote of the majority of all the members of the Board.

#### Rule 19 - Appointment of Committee Members

The President shall, following the February POA meeting, appoint the Standing Committees which shall consider all matters referred to them, examine them, and report their findings to the Board of Directors.

#### Rule 20 - Removal of Committee Members; Reappointment Prohibited

Attendance at all Committee meetings and hearings shall be mandatory and permanently recorded by the Committee Chairman who shall be empowered to excuse the absence of any non-attending member. Any member having three consecutive unexcused absences from Committee meetings may be removed by the Chairman by written notice to the President; and

any such removed member shall not be reappointed to the same Committee during the same annual session of the Board.

#### Rule 21 - Committee Quorum and Voting

A majority of the Committee membership shall constitute a quorum. The President of the Board when attending a Committee meeting shall be counted to achieve a quorum, but their presence does not change the number needed to form the quorum. A quorum of a Committee may transact business and a majority of the quorum, even though it be a minority of the whole Committee may authorize action for the Committee. A Board Member must be present when a question is called to cast a vote in Committee.

#### Rule 22 - Calling Meetings

A Committee shall meet on the call of its Chairman or in the event of their absence, illness or disability, then on the call of the Vice-Chairman; or upon petition of a majority of the members of the Committee in writing to the Chairman requesting a meeting.

#### Rule 23 - Meeting Notices to be Published and Posted

An announcement of the date, place and time of any meeting held by any Committee of the Board shall be posted at least 24 hours prior to said meeting on the River Bend Property Owners Facebook page and shall contain a brief description of the contents of the Committee meeting as called. Issues not posted to be considered at a regularly scheduled meeting of a Committee shall not be considered at said meeting.

#### Rule 24 - All Meetings Open to the Public, Except

Any member of the Board of Directors and any POA member may attend any meeting of any Committee of the Board of Directors. No Committee meeting shall be closed to the public except as allowed by law. Any member of the Board of Directors may examine any document at a Committee meeting with the approval of the Committee Chairman or a majority of the Committee members present at the meeting or hearing.

#### Rule 25 - Executive Session

During Executive Session, no electronic recording will be allowed, with the exception of the Secretary. Any other use rebroadcast, retransmission, account, any pictures, or descriptions, of any Executive Session, by a Board Member, without the River Bend Park Board of Directors unanimous consent and the Board President's written consent the Board will vote on the suspension of the member violating this rule and placed before the POA for a vote of removal.

### VI. DEBATE AND DECORUM

#### Rule 26 - Procedure for Recognition

- A. Before speaking, members shall raise their hands and address the Chair as "Mister or Madame President," and wait to be recognized before speaking.
- B. Should two or more persons address the Chair simultaneously, the person recognized by the President shall be entitled to the floor.
- C. No person shall be recognized to speak twice upon the same subject until every other person shall have had an opportunity to be heard.
- D. No other person shall be recognized to speak on a motion after the President recognizes the proposer to close on such motion.

#### Rule 27 - Transgression of the Rules; Points of Order

If any member transgresses the Rules of the Board of Directors the President or any member, may call them to order, in which case the member called to order shall immediately sit down. After recognition the person calling the member to order then shall state the rule or order transgressed and the President shall decide whether the point of order is well taken or not, subject to an appeal from their decision to the Board of Directors. If there is no appeal, the decision of the Chair shall be submitted to without debate. If the point of order be decided not well taken, the member called to order shall be permitted to proceed with their remarks; if otherwise, they shall keep their seat and not proceed until recognized by the Chair. According to these Rules, and if the case requires it, said member shall be liable to censure of the Board of Directors. On such questions of order, no member shall speak more than twice, except the President, who shall be heard in preference to any other member. All questions of order shall be noted by the Secretary, with the decision reported in the minutes.

#### Rule 27A - Appeal of a Decision of the Chair

When an appeal of a decision of the Chair is seconded, the question shall be put in this form, "Shall the decision of the Chair stand as the opinion of the Board of Directors?" and unless a majority of the members present vote in the negative the decision of the Chair shall be considered as sustained.

### VII. MOTIONS

#### Rule 28 - Presenting Motions

No motion shall be put or debated unless it is seconded. When a motion is seconded it shall be stated by the President before debate, and the proposer of the motion shall be entitled to the floor. Motions shall be presented to the Secretary in writing.

#### Rule 29 - Withdrawing Motions

After a motion is stated by the President it shall be in possession of the Board, but may be withdrawn by the proposer at any time.

#### Rule 30 - Amending Motions

- A. During the consideration of a motion, as well as other matters before the Board, a motion to make an amendment shall be in order, but one to amend an amendment to any amendment shall not be in order. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. Provided, however, that no bill shall be so amended in its passage as to change its original purpose.
- B. On an amendment to ``strike out and insert," the paragraph to be amended shall first be read as it stands and then the words proposed to be stricken out and those to be inserted. Finally, the paragraph as it would stand if so amended shall be read.
- C. Amendments shall be presented to the Secretary in writing.

#### Rule 31 - Motions During Debate

When a question is under debate the only motions in order shall be:

- A. to lay on the table;
- B. the previous question;
- C. to adjourn;
- D. to adjourn to a time certain;
- E. to refer;
- F. to amend;
- G. to substitute; and
- H. to postpone indefinitely or to a day certain.

#### Rule 31A - Non-Debatable Motions

The following motions shall be decided without debate:

- A. to lay on the table;
- B. the previous question;
- C. to adjourn;

D. to suspend Rule 43 to introduce a Resolution provided that a copy of any such Resolution shall be placed on the desk of each member prior to any vote on such a motion; and, provided further, that the principal sponsor has the right and privilege to have any such Resolution formally read by the Secretary in open session prior to any vote on such a motion; and

E. to suspend Rule 44.1 to consider a Resolution or place a Resolution on the agenda.

#### Rule 32 - Motion to Adjourn

A motion to adjourn shall always be in order, except when:

- A. another member is in possession of the floor;
- B. adjournment was the last preceding motion;
- C it has been decided that the previous question shall be taken; or
- D. the members are voting.

#### Rule 33 - Motion to Refer

A motion to refer to a Standing Committee shall take a precedence over a similar motion for a Special Committee.

#### Rule 34 - Motions Laid on the Table

When a question is laid on the table it may not thereafter be considered except by an affirmative vote of two-thirds of all the members of the Board.

#### Rule 34A - Majority Required to Adopt Motions

Unless as expressly noted in these Rules, a motion shall be adopted if it receives the affirmative vote of a majority of the members present. Any member voting "Present" shall be considered present and voting and such vote shall be counted for purposes of determining the number of members present. A vote of "Present" shall not be counted as an affirmative vote.

### VIII. VOTING PROCEDURE

#### Rule 35 - Voting Mandatory

Every member present in the meeting shall vote aye, no, present or abstain on each question stated by the President.

#### Rule 36 - Executive session voting.



No vote shall take place in executive session. Any issue addressed in executive session requiring a vote shall take place in open session.

#### Rule 37 - Private Interest Prohibited, Unless

No member shall be permitted to vote on any issue or serve on any Committee when the matter under consideration involves in any way the private interest as distinguished from the public interest of such member without first disclosing to the other members of the Board in public session any private interest which they may have. Any such disclosure shall be presented to the Secretary in writing, entered into the minutes and reported in the Journal.

#### Rule 38 - Division of the Question

If the question under consideration contains several distinct propositions, any member may request division of the question so that each proposition may be considered separately when the sense of the question admits it.

#### Rule 39 - Record of Voting

In all cases when a motion is entered into the minutes the name of the member moving the same shall be entered also. All votes shall be taken by yeas and nays and shall be entered into the minutes and reported in the Journal.

#### Rule 40 - Roll Call Procedures

Upon every roll call the names of members shall be called in the following order, Vice-President, Secretary, Treasurer, Board members by seniority and the President of the Board of Directors called last. After the roll has been called, the Secretary shall call in the same order the names of those not voting. Members appearing after the second call, but before the result is announced by the Secretary may vote. Before the result of a vote has been finally and conclusively announced by the President, but not thereafter, a member may change their vote, and a member who has answered "present" may vote "yea" or nay".

#### Rule 41 - Right of Member to Explain Vote

Any Board Member voting on any subject may have an explanation of their vote entered in the Journal, if the explanation would have been admissible in the discussion of the subject. The said explanation shall be in writing and shall be presented to the Secretary before the end of the meeting at which the vote is cast.

#### Rule 42 - Reconsideration

A vote or question may be reconsidered at any time during the same meeting or at the first regular meeting held thereafter, but not otherwise. A motion for reconsideration being once made, and voted upon, shall not be renewed, nor shall the vote to reconsider be reconsidered. A motion to reconsider shall require the affirmative vote of a majority of all the members of the

Board for its adoption. Such a motion can only be made by a member who voted with the prevailing side on the original motion.

## IX-RESOLUTIONS

Rule 43 - Introduction Requirements Each Resolution shall be introduced by a member or members of the Board and must be delivered to the Secretary of the Board of Directors in a manner prescribed by the Secretary, on or before 5:00 p.m. on the fourth day before the date on which the said Resolution is to be formally introduced (e.g., Thursday for Monday meetings).

Rule 43A - Form Resolutions shall be numbered sequentially each session by the Secretary. The following words shall be inserted at the end of each Resolution introduced to the Board:

“Introduced on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by: \_\_\_\_\_

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, as attested by:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

Rule 43B - All resolutions must be in writing.

Rule 44 - First Reading

- A. Before any Resolution may be read or voted upon, a copy of said Resolution shall be electronically mailed to each member.
- B. The principal sponsor has the right and privilege to have any such Resolution formally read by the Secretary in open session prior to any request for unanimous consent, motion to suspend Rules, motion to refer to Committee, or consideration of the Resolution.

Rule 45. General Board procedures for Resolutions.

Resolutions may be amended on the floor of the Board by a majority of the members present. Amendments shall be presented to the Secretary of the Board in writing. The principal sponsor of a Resolution shall move for adoption of said Resolution after all amendments have been considered and said Resolution shall be adopted if it receives the affirmative vote of a majority of all the members of the Board.

## X. RULES

Rule 46 - Annual Adoption; Amendments; Suspension

The Board of Directors shall adopt Rules of its proceedings, subject to the By-Laws, at the beginning of each annual session by a majority vote of all the members present at the first

meeting of the regular session which is held on the Saturday before the first Monday in September. Thereafter, during the said session, any Rule, may be abolished, altered, amended or suspended upon concurrence by two-thirds of the members present provided such action is not superseded by the By-Laws, the Declarations of Restrictions, or state statutes.

#### Rule 47 - Parliamentary Procedure

The prevailing rules of the parliamentary procedure shall be Robert's Rules of Order.

### XI. EMPLOYEES OF THE PARK

#### Rule 48 - Hiring Procedures

- A. All employees of River Bend Park shall be reappointed by a majority vote of all the members of the Board of Directors and such reappointment shall take place on the first Monday in January of each year, or as soon thereafter as possible; and such employees shall hold their offices and positions at the pleasure of the Board.
- B. The Personnel & Administration Committee shall notify each Board member by electronic mail of any position to be filled at least 10 days prior to the filling of said position. Personnel authorized and recommended for employment shall first be examined and screened by the Personnel & Administration Committee as to general character, fitness and qualification for employment by the Board. The Personnel & Administration Committee shall recommend not more than three candidates for each position. Full description of each candidate's qualifications shall be supplied to each Board member. Six votes will be required to fill any position.
- C. All new employees shall be considered probationary for the first year of employment. An evaluation of performance shall be conducted by the Park Manager and delivered to the Personnel & Administration Committee at three, six, and twelve month intervals following employment.

#### Rule 49 - Complaint Procedures

Complaints against any employee shall be made in writing to the Chairman of the Personnel & Administration Committee. An investigation into the complaint shall be conducted as soon as possible if approved by the Committee. The Committee shall be empowered to:

- A. Order the complaint quashed which shall be final and which action shall be reported to the Board.
- B. Report the following findings and recommendations to the Board:
  - (1). Discharge

(2). Suspension without pay for a period up to 30 days

## XII MISCELLANEOUS

### Rule 50 - Seniority

Seniority of the Board with the same service shall be determined by lot following each election and said result shall be in effect for one year.

### Rule 51 - Smoking Prohibited, Where

No person shall smoke in any public or non-public area of any building owned, leased or operated by River Bend Park nor in any public or non-public area of any building occupied by River Bend Park to the extent of such occupancy.

### Rule 52 - Alcohol Prohibited, Where

No person shall consume alcohol in any public or non-public area of any building owned, leased or operated by River Bend Park nor in any public or non-public area of any building occupied by River Bend Park to the extent of such occupancy.

## Finance Committee Audit Report April-June 2021

Meeting Date: September 19, 2021

Committee Members present: Brandy Alcorn, James Alcorn. Other committee members were not able to attend due to unavoidable circumstances. Stacey Okert had already drove 2 hours to attend the audit so we went ahead and held it. Stacey sat in on the audit due to Jeremy Glass being unavailable, but she did not review records. The audit was held in the office due to a large number of papers/records ranging from January 2020-July 2021 being found throughout the office when it was cleaned. All of 2020 had to be reviewed to ensure these were just duplicate printouts and not missing financial records. Kim Bondi was present in the office during the audit due to her currently filling the role of the office personnel. There were several questions that could only be answered by having Kim present.

Records audited in the office: Bank statements, Expenses/bills, Deposits, Receipts, Receipt books, and the stray paperwork from 2020.

Information reviewed out of office: Payroll, Meter reads, Electric invoices.

### **Expenses:**

This year there have been expenses on the bank statement noted as "System Recorded Fee for QuickBooks Payments", but no correlating paperwork has been available. In the last audit, Kim explained that this is the fee for paying with a credit card. The fees in the check register matched up with the bank statements, but there was nothing else available to check. During this audit, the committee requested a report that detailed these fees so we could ensure they were being charged to the POA members on their invoices. QuickBooks did not have a report that showed the fees accurately, so Kim discussed it with the accountant to try to find a resolution. After talking with the accountant, Kim found out that QuickBooks is charging fees for payments made by electronic check or debit. Because they were unaware of this, the fees were not charged to POA members on their statements if they paid by electronic check or debit and the park paid these fees without being reimbursed.

### **Older records reviewed:**

There is still a \$40 check from May 2020 for 4 hours worked as a gate keeper that has not been cashed. This check is still viable due to the check not stating "Void after 90 days". This needs to be added to checks ordered in the future.

All other older records found throughout the office were duplicate printouts.

### **Deposits:**

No discrepancies in the deposits were found. Deposits are being made in a timely manner & all receipts from the receipt books were accounted for.

There were a few instances where the receipt number listed on the deposit printout did not match the actual receipt number, but because the POA member, lot, and reason for payment were listed on both the deposit forms and the receipts, these typographical errors were easily resolved. The corrections were noted on the deposit printouts for future reference if needed.

### **Receipts:**

Before Sarah left, she let Kim know some May receipts from stores were missing. Kim was able to get these receipts reprinted before the audit.

**Payroll:**

Employee payroll for 3/26/21- 7/1/21 was checked using employee timecards, accountant's payroll reports, and time clock printouts.

For pay-period 6/18/21-7/1/21, one employee was not paid the overtime hours that were listed on their time card. The accountant was notified of this error and the employee was paid the missing time.

Comparison of 2nd quarter 2020 to 2nd quarter 2021

	Regular Employee hours	Overtime Hours
1 <sup>st</sup> quarter 2020	2,627.27	58.03
1 <sup>st</sup> quarter 2021	2,745.05	105.20

**Electric**

Park Meters were not read for every block each month. Blocks 1, 8, 9, and 10 were not read in April. Block 6 was not read in May. Blocks 2, 3, and 8 were not read in June, but were read twice in July.

Some meter reads were not invoiced in a timely manner so the usage was added to the next months invoice. Block 6 was read in April but that usage was not invoiced until it was put on the June invoices. Blocks 8 and 9 had combined invoices as well. This results in the park losing the customer charge for that month.



05/16/2021	E21-62183	017-01 SEAN & CAROLEE STAFFORD	PREVIOUS: 5984 CURRENT: 6128	144	20.71
07/10/2021	E21-62364	017-01 SEAN & CAROLEE STAFFORD	PREVIOUS: 6128 CURRENT: 6131	3	0.43
07/16/2021	E21-62409	017-01 SEAN & CAROLEE STAFFORD	PREVIOUS: 6131 CURRENT: 6131	0	0.00
		017-01 SEAN & CAROLEE STAFFORD	PREVIOUS: 6131 CURRENT: 6132	1	
		076-01	PREVIOUS: 11369 Current: 13364		
		Check meter to see is this read was written incorrectly. May or may not have usage.			
		021-02	PREVIOUS: 12010 CURRENT: 12020	10	
		Mystery usage? No other usage on lot this year.			
		035-02	PREVIOUS: 2549 CURRENT: 2559	10	
		Mystery usage? No other usage on lot this year.			
		026-03	PREVIOUS: 4858 CURRENT: 4869	11	
		Mystery usage? No other usage on lot this year.			
5/4/2021	E21-62134	035-03 Chris Jackson	PREVIOUS: 7481 CURRENT: 7958	477	
6/11/2021	VE21-62249	035-03 Chris Jackson	PREVIOUS: 7958 CURRENT: 7968	10	
		Invoice E21-62134 was sent to Jim Rowe for the 477 kWh used March-April. Chris Jackson was sent the invoice for April-May 10 kWh but it was , but was voided. Should one of these invoices have been sent to the other person?			
		069-03	PREVIOUS: 3512 CURRENT: 3524	12	
		Mystery usage? No other usage on lot this year.			
		073-03 EVERETT & REBECCA SHREEVES	PREVIOUS: 7522 CURRENT: 7865	343	
		073-03 EVERETT & REBECCA SHREEVES	PREVIOUS: 7865 CURRENT: 7878	13	
		They were invoiced for the meter read to 074-03, but not the reads/usage on 073-03			
		074-03 JUSTIN & CRYSTAL KERSEY	PREVIOUS: 15038 CURRENT: 15045	7	
		094-03 SHANNON & SHALA SPRINKLE	PREVIOUS: 2367 CURRENT: 2369	2	
		My sheet has this meter on 080-03			
		128-04 JUSTIN BRYANT	PREVIOUS: 4837 CURRENT: 4868	31	
04/25/2021	E21-62082	128-04 JUSTIN BRYANT	PREVIOUS: 1891 CURRENT: 1897	6	0.86
		This person was not invoiced for the 31 kWh used March-April. They were invoiced for 6kWh on lot 129-04, but my sheets do not show any usage on lot 129-04.			
		135-04	PREVIOUS: 5203 CURRENT: 5278	75	
		This lot was noted as meter pulled in April, but usage was noted in August.			
4/25/2021	E21-62085	145-04	PREVIOUS: 1253 CURRENT: 1345	92	
6/11/2021	D21-62257	145-04	PREVIOUS: 1345 CURRENT: 1387	42	
		This usage was for the meter on 145-04 but was invoiced to 031-03 Brandon and Alyssa Yates and was paid			
6/11/2021	D21-62260	182-04	PREVIOUS: 9102 CURRENT: 9271	169	
		June invoice was sent to Shane Camp (081-04), same owner for both lots?			
07/13/2021	E21-62387	017-05 STEVE & ALICE WILSON	PREVIOUS: 8882 CURRENT: 8949	67	9.63
07/24/2021	E21-62454	017-05 STEVE & ALICE WILSON	PREVIOUS: 8949 CURRENT: 9064	115	16.54

		017-05 STEVE & ALICE WILSON	PREVIOUS: 9064 CURRENT: 9263	199	
09/17/2021	E21-62621	017-05 STEVE & ALICE WILSON	PREVIOUS: 9263 CURRENT: 9329	66	9.49
		065-05	PREVIOUS: 3342 CURRENT: 3543	201	
04/25/2021	E21-62091	072-05 BRANDY FRY & DUSTIN LEE	PREVIOUS: 1218 CURRENT: 1232	14	2.01
04/26/2021	E21-62097	072-05 BRANDY FRY & DUSTIN LEE	PREVIOUS: 650 CURRENT: 659	9	1.29
		4/26/21 invoice was for Meter reads belonging to 070-05, but were invoiced to 072-05			
		039-06	PREVIOUS: 515 CURRENT: 615	100	
		039-06	PREVIOUS: 615 CURRENT: 662	47	
		048-06	PREVIOUS: 0 CURRENT: 33	33	
		048-06	PREVIOUS: 33 CURRENT: 223	190	
		125-06	PREVIOUS: 5934 CURRENT: 5948	14	
		Mystery usage? No other usage on lot this year.			
		024-08	PREVIOUS: 5240 CURRENT: 5248	14	
		Mystery usage? No other usage on lot this year.			
		042-08	PREVIOUS: 867 CURRENT: 830	37	
		042-08	PREVIOUS: 830 CURRENT: 766	64	
		042-08	PREVIOUS: 766 CURRENT: 706	60	
		Meter was running backwards.			
		053-08	PREVIOUS: 2708 CURRENT: 2739	31	
		Mystery usage? No other usage on lot this year.			
08/15/2021	E21-62564	016-09 MIKE & BETH PHILLIPS	PREVIOUS: 10292 CURRENT: 10366	74	10.64
		End read was 10368			
08/15/2021	VE21-62567	078-09 JERRY & JACQUITA ANDERSON	PREVIOUS: 7542 CURRENT: 7796	0	0.00
		This meter read belongs to lot 076-09. Invoiced to wrong person?			
		119-09	PREVIOUS: 4774 CURRENT: 4783	9	
		Mystery usage? No other usage on lot this year.			
		009-10 CALEB & KELSEY ALLBRITTON	PREVIOUS: 4383 CURRENT: 4437	54	



# RIVER BEND PARK BOARD MEETING MINUTES

October 13<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:33pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith (joined late)

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the September 2021 board minutes as written unless there are any changes needed. Seconded by Mr. Holder.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder and Stacey Okert

**A total of 6 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the September 2021 financial statements as reported. Seconded by Ms. Okert.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith

**A total of 7 votes were cast** – Motion carried

Ms. Bondi made a motion to include a 1% fee on all invoices beginning January 1, 2022 for POA members who wish to pay using their Checking/Savings account. This does not affect POA members paying by cash or check. The credit card fees will stay the same. QuickBooks started adding the 1% fee in April 2021, this needs to be reimbursed by POA members. Seconded by Mr. Holder

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith

**A total of 7 votes were cast** – Motion carried

## 5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following:

- Pools are closed for the season
- 80 ton of stone today
- Gravely lawn mower burning oil
- Knows what repairs need to done to block 9
- Pumper truck had its first 500 mile service
- Rebuilt front end of the F150

#### 6. REPORTS OF STANDING COMMITTEES

Ms. Bondi motioned to accept the Finance Committee Audit report. Seconded by Ms. Okert. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith. Motion passed.

Ms. Okert talked about the Halloween activities happening. Mr. Holder stated that he would get the pumpkins for Ms. Okert.

#### 7. REPORTS OF SPECIAL COMMITTEES

None

#### 8. OLD BUSINESS

Mr. Ragan talked about the creek between block 8 and the private property on the other side.

Ms. Bondi said she received two quotes for surveys. One was for \$850 and one was for \$1300.

#### 9. RESOLUTIONS PREVIOUSLY TABLED

None

#### 10. NEW BUSINESS

Mr. Holder made a motion to allow the Craft's to reroute the water around the tree. Seconded by Mr. Ragan. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith. Motion passed.

Mr. Holder made a motion to allow the Craft's to have a free assessment for the 2022 season for the work on the rerouting of water. Seconded by Mr. Ragan. The following board members voted aye: Rick Cooper, Jackie Ragan, Mary Beth Dodd, Ryan Holder and Thomas Smith. The following board members abstained: Kimberly Bondi & Stacey Okert. Motion passed.

Mr. Ragan took pumping issues off the agenda.

Ms. Bondi talked about several items that need to be addressed for the rest of the year and into the 2022 season. There was talk of a new lawn mower maybe being purchased sooner rather than later. Mr. Holder tabled his motion to pay off the current lawn mower loan.

Ms. Bondi made a motion that the closing date for the season be December 6, 2021. Seconded by Mr. Cooper. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith. Motion passed.

Ms. Bondi made a motion to extend the parking on hill date to be the weekend prior to Memorial Day weekend. Campers not moved by then will start incurring the \$50/week rental fee.

Ms. Bondi stated that we need to set the November POA meeting date. The date was decided to be November 20, 2021 at 10:30am in the Community Building.

Ms. Bondi wanted to talk about the cards and how they should be handled after season closing. It was determined that if POA members didn't pay all or half of their assessments by Sunday after opening weekend, all cards but one will be turned off. Ms. Bondi will be putting a form on the website for POA members to let the office know what they want their primary card to be.

Ms. Okert talked about Lynn Dail's truck that has been sitting by the tracks for years. Mr. Holder was given Lynn Dail's number to contact him about it since he is on the abandoned property committee.

Ms. Okert took the kilefer off the agenda tonight.

Ms. Okert made a motion to drop members not in good standing go from being able to buy 2 cards to buying 1 card. Seconded by Ms. Dodd. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith. Motion passed.

Ms. Okert took bath house closings off the agenda tonight

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

President White stated he would like the meetings to go back to being in person. There was much discussion on this. Mr. Ragan made a motion that everyone that can show up in person be there and others would do Zoom. And everyone bring ideas for future meetings going forward. Seconded by Mr. Holder. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith. Motion passed.

#### 12. ANNOUNCEMENTS

None

### 13. EXCUSED BOARD MEMBERS

Mr. Ragan made a motion to excuse Mr. Glass from the board meeting. Seconded by Mr. Cooper. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Ryan Holder, Stacey Okert and Thomas Smith. Motion passed.

### 14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on November 10, 2021 at 6:30pm at the Bono Fire Department and via Zoom. Seconded by Ms. Okert. Motion passed by majority verbal Ayes. Meeting adjourned at 9:30pm.

# RIVER BEND PARK BOARD MEETING MINUTES

November 3<sup>rd</sup>, 2021 Email Vote

## 1. ROLL CALL

None

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

Ms. Bondi made an email motion to pay off the current lawn mower loan which has a balance \$2,049.29. Seconded by Ms. Okert. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith. Motion carried.

Ms. Bondi made an email motion to start the loan process to purchase a Kubota commercial lawn mower for \$17,000. Seconded by Mr. Ragan. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith. The following board member voted nay: Mary Beth Dodd. Motion carried.

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

## 4. APPROVAL OF FINANCIAL REPORT

None

## 5. REPORT OF THE PARK MANAGER

None

## 6. REPORTS OF STANDING COMMITTEES

None

## 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

None

## 9. NEW BUSINESS

None

10. MISCELLANEOUS AND UNFINISHED BUSINESS

None

11. ANNOUNCEMENTS

None

12. EXCUSED BOARD MEMBERS

None

13. ADJOURNMENT

None

# RIVER BEND PARK BOARD MEETING MINUTES

November 10<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:33pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Stacey Okert and Thomas Smith

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the October 2021 board minutes as written unless there are any changes needed. Seconded by Ms Okert.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Stacey Okert and Thomas Smith

**A total of 7 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the October 2021 financial statements as reported. Seconded by Mr. Ragan.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Stacey Okert and Thomas Smith

**A total of 7 votes were cast** – Motion carried

## 5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following:

- Block 9 pool drain has been fixed
- The pump house roof has been built and installed
- Started the creek cleanout
- Rewired the shop so that it is safe
- Leech lines in block 5 and culvert in block 6 need fixed

## 6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

Ms. Bondi stated she talked to a real estate agent about possible prices for the 3.4 acres to be put up for sale on Oak Ridge. It was decided to start the pricing at \$5,500 / acre and see what happens from there.

The Safety Committee recommendations for stickers has been tabled because Ms. Holder was not available.

The information on Lynn Dail's truck has been tabled because Mr. Holder was not available.

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

Mr. Ragan asked to postpone the discussion on the locks. All board members agreed.

11. MISCELLANEOUS AND UNFINISHED BUSINESS

Mr. Ragan made a motion to go into Executive Session at 7:03pm. Seconded by Rick Cooper. All board members voted Aye.

Mr. Ragan made a motion to come out of Executive Session at 7:40pm. Seconded by Rick Cooper. All board members voted Aye.

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

Mr. Ragan made a motion to excuse Mr. Holder from the board meeting. Seconded by Ms. Okert. The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Stacey Okert and Thomas Smith. Motion passed.

14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on December 8, 2021 at 6:30pm at the Bono Fire Department and via Zoom. Seconded by Ms. Bondi. Motion passed by majority verbal Ayes. Meeting adjourned at 7:45pm.



# RIVER BEND PARK BOARD MEETING MINUTES

December 8<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:36pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A motion was made by Mr. Ragan to approve the November 2021 board minutes as written unless there are any changes needed. Seconded by Ms. Okert.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith

**A total of 8 votes were cast** – Motion carried

## 4. APPROVAL OF FINANCIAL REPORT

A motion was made by Ms. Bondi to approve the November 2021 financial statements as reported. Seconded by Mr. Ragan.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith

**A total of 8 votes were cast** – Motion carried

## 5. REPORT OF THE PARK MANAGER

Jericho Smith reported the following:

- Water has been shut off
- About 1/3 of electric boxes have been taken down
- Other projects have been started

## 6. REPORTS OF STANDING COMMITTEES

None

## 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

Mr. Ragan brought up the creek between block 8 and the private property on the other side. Jericho Smith stated that the park was not going to clean it out because the park does not own any of that property. It was then suggested that a survey be done to determine if the park does own any property over there. Mr. Ragan stated that it would go on record that the board don't care about the property owners. Other board members stated that is not what the board is saying. Board members are concerned with property damage, but that is private property that the park does not own. The trussell project between block 6 and the playground should help with water flow. This item was tabled.

Mr. TJ Smith talked about the license plate vs sticker options for ATV's, etc. He said that license plates are the best way to go. A lot of POA members already have some. Ms. Okert stated that she can make license plates. License plates are a standard size, you can make the lettering bigger. They can also be reflective. Ms. Dodd asked how we are going to enforce this. Ms. Okert stated she has ideas for that, but they will be presented at the January 2022 meeting.

Mr. Holder stated that he has not contacted Lynn Dail as of yet, but will get in touch with him. He is going to find out if we have a clear title or not.

## 9. RESOLUTIONS PREVIOUSLY TABLED

None

## 10. NEW BUSINESS

Mr. Ragan asked about the possibility of off season pumping for a fee. He stated that having employees year round, we should be able to do it. Mr. Ragan stated that he read the ADEQ permit and it doesn't mention that we can't do off season pumping. Ms. Bondi brought up the fact that the employees aren't working all day or all week, and that we can only count on 2 of the 4. Plus the fact that they have other major projects they are working on. She also stated that we have no water, which mean the pumper truck can't be cleaned out. If we trucked in water, we would have to pay for it, and have to have a place/container to keep it in. We have no warm building to keep the pumper truck in to keep the valves and waste from freezing. It would have to be re-winterized after every pump. Mr. Ragan asked about the any pumping being done of the winter at all. It was stated that no pumping is done. He asked about the port-o-potties and one bathhouse being pumped, it was stated that the employees don't use them so they aren't pumped. And that there is not a bathhouse left open.

## 11. MISCELLANEOUS AND UNFINISHED BUSINESS

Ms. Bondi went over the 2022 Budget numbers. She stated that some items have gone up in price, like water and garbage. Mr. Ragan asked about the fuel budget, it was lowered. Ms. Bondi said that the gas is not walking out the door now, and that most of our new equipment is using diesel. Diesel is cheaper than gas. Mr. Ragan made a motion to accept the budget as proposed. Seconded by Mr. TJ Smith.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder, Stacey Okert and Thomas Smith

**A total of 8 votes were cast** – Motion carried

## 12. ANNOUNCEMENTS

Ms. Bondi asked that if anyone knows whose camper is sitting on the hill with no lot/block on it and no permit to please have them contact the office.

## 13. EXCUSED BOARD MEMBERS

None

## 14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on January 12, 2022 at 6:30pm at a place to be determined. Seconded by Mr. TJ Smith. Motion passed by majority verbal Ayes. Meeting adjourned at 7:41pm.

# RIVER BEND PARK BOARD MEETING MINUTES

December 15<sup>TH</sup>, 2021

## 1. ROLL CALL

Meeting was called to order by President J.W. White at 6:40pm.

Board members in attendance: J.W. White, Rick Cooper, Jackie Ragan, Kimberly Bondi, Mary Beth Dodd, Jeremy Glass, Ryan Holder (joined late) and Thomas Smith

## 2. ANNOUNCEMENT OF ANY SPECIAL ORDER OF THE DAY

President White stated that this meeting was called to discuss a bathhouse proposal. He then turned the meeting over to Mr. Jericho Smith. He stated that we have an opportunity to get a 24x25x8 building installed in block 6 (bathhouse 4) for \$8000. He will take down the old building and reuse the materials on the new bathhouse. He says this can be done between \$15,000 to \$20,000.

Mr. Ragan asked why block 6, it was stated because that was the worst bathhouse. Mr. Ragan then stated he was concerned about the crossing between block 6 and the playground and it not being passable after the bathhouse is completed. Mr. Jericho Smith stated that we have culverts coming to fix that issue.

Mr. Jericho Smith then stated that he wants to use the roof to create the showers, and the cypress from the outside to finish the inside. He would need to purchase new toilets and sinks, rewire the electric. The new building will have a 20 years warranty, and it will go on the existing concrete pad.

Ms. Dodd asked where the extra \$20,000 is coming from as to why we have it all of a sudden? Mr. Jericho Smith explained that its not all of a sudden, we have had it all along because of conscientious spending throughout the year. She asked why did we have to take a loan out on the lawnmower if we have this money. Ms. Bondi explained that the lawnmower itself can be used as collateral. That the leech lines and culvert work is not a physical item, the bank would make us put down more money for those than on the lawnmower. Ms. Dodd then asked why are we doing a bathhouse instead of just paying for the lawnmower, that we can get by with the bathhouse as is, being nasty or whatever. President White said that the lawnmower is the priority. The bank won't give us a loan on leech lines, or a bathhouse or the culvert. The culvert isn't going to cost as much as originally thought, so that saved us a ton of money. Now we have the money to do the bathhouse, which is something we have needed to do for the last 5 years. This is an opportunity that has presented itself. By getting a loan on the lawnmower, we are able to do 3 things for the park instead of just 2. Ms. Dodd asked why we just don't take the \$20,000 and pay off the loan for the lawnmower and not be indebted. It was stated that we could, but we won't get a bathhouse. We have to fix the bathhouses. She then asked could we not raise funding for the bathhouses if that's a huge priority because no matter how we slice it, we are always in the red and we should be in the black.

President White reminded everyone that we had one year we had to take out a loan to even open the park. This year we are in the black. He said do we have loans, yes. Do we have to have loans to operate, if we are going to keep the dues at \$775, then yes, we need loans to get a pumper truck and get a lawnmower to make some capital improvements. He stated that yes, we could pay off the lawnmower and do 3 birds instead of just 2. Mr. Ragan brought up the fact that we have been hearing about bathhouses being fixed for a long time.

Ms. Dodd said that she is not basing it off of government and postal and how they run their finance, but off her personal finances, while she understands you have to build credit and everything, but if you listen to Dave Ramsey, can we take that \$20,000 and use it somewhere else. Can we not have a conversation with other people in the park? To see if they want to raise funds for bathhouses, or something else.

Mr. Cooper stated that if we stayed even (in the black) every year, that park will fail. We are trying to keep annual dues where they are and make it affordable for everyone. And to do that, we have to get loans for the bigger items.

President White mentioned that we had a bathhouse committee and nothing was done.

Ms. Dodd stated that she hasn't been on the board to help move things in motion, and there are new POA that want to get things in motions, can we set a time limit to raise money up to this date, then whatever we don't have, we use money. Even if we save \$100, it could go to the leech lines.

Mr. Cooper stated that he has been on the board the longest at this point, and that he hears all the time that POA members want the bathhouses fixed. A few years ago, they were going to take any extra money and do that. There hasn't been any extra money at the end of the year. Mr. Ragan stated that he hears the same thing from POA members, that bathhouses need to be fixed.

Ms. Dodd said that she isn't saying they shouldn't be fixed, or don't need to be fixed, but that if bathhouses has been a subject for years, why hasn't something been done before now. Mr. Cooper said he just explained that. We didn't have the funds, and now we do. Ms. Bondi stated that a fundraiser was tried in February for the bathhouse and only \$500 was made. Ms. Dodd asked where that money was, Ms. Bondi stated that it has been sitting in the Special Account.

Mr. Ragan called for a question, President White stated that there hasn't been a motion made, so there is no question so to speak. He then stated that we have discussed this and feels like we have heard every side of this. The people in block 6 and that end of the park have needed a bathhouse for far too long. They've had so many issues down there. They got the fans first because we needed to try them somewhere and they needed it the worst. We have been working at this to make it happen. This is a big day that we are finally able to do this. President White stated that he is proud Jericho Smith and the way he has been a good steward of how he spends money as a park manager. He is glad of Ms. Bondi as to the way she oversees the money. He is proud of the board and the way they have operated to

get here. We have to make a decision now to do this project, or we won't be able to do it. Because of the time it will take to get the bathhouse completed, getting materials in and the lead time on ordering the building, it needs to be completed before seasoning opening.

A motion was made by Mr. Ragan to accept the bathhouse proposal. This is to tear down the current bathhouse, put up a new metal building, save the materials that can be repurposed in the new bathhouse, using the funds between \$15,000 and \$20,000. Seconded by Mr. Cooper.

The following board members voted aye: Rick Cooper, Jackie Ragan, Kimberly Bondi, Jeremy Glass, Ryan Holder and Thomas Smith. The following board members abstained: Mary Beth Dodd.

**A total of 7 votes were cast – Motion carried**

3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

None

4. APPROVAL OF FINANCIAL REPORT

None

5. REPORT OF THE PARK MANAGER

None

6. REPORTS OF STANDING COMMITTEES

None

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

None

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

None

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

None

13. EXCUSED BOARD MEMBERS

None

14. ADJOURNMENT

Mr. Ragan made a motion to adjourn the meeting till the next scheduled meeting which is on January 12, 2022 at 6:30pm at a place to be determined. Seconded by Mr. Cooper. Motion passed by majority verbal Ayes. Meeting adjourned at 7:22pm.