

# RIVER BEND PARK BOARD MEETING MINUTES

January 21st , 2023

## 1. ROLL CALL

Meeting was called to order by President Stacey Okert at 10:30 am.

Board members in attendance: Stacey Okert, Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer.

Board member absent: Lynn Richert.

## 2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to approve the December 2022 board minutes as written unless there are any changes needed. Seconded by Kimberly Bondi.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

## 3. APPROVAL OF FINANCIAL REPORT

Kimberly Bondi made a motion to accept the December 2022 financial statements as reported. Seconded by Justin Taylor.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

## 4. REPORT OF THE PARK MANAGER

Park Manager Jericho Smith wasn't present so Kimberly Bondi gave the park manager report for him.

Bats were found in bathhouse #1. The employees are working tearing out the bad walls that had molded because of the bats then start remodeling it. They are also working on the culverts in block 6. They will pour concrete over the culverts as soon as weather permits.

Justin Taylor asked what the cost of the culverts was at?

Kimberly Bondi stated around \$2,000 to \$2,500 and she didn't know yet what the bathhouse #1 was going to be.

Stacey Okert asked if any employees were laid off and how many were working?

Kimberly Bondi stated Gerald was laid off and the other 5 employees are working around 30-35 hours a week.

## 6. REPORTS OF STANDING COMMITTEES

Bathroom: John Dahm stated that bathroom #1 is in bad shape. They are working on it.

Activity: Julie Moss stated we are scheduling a meeting with everybody that is on the committee. Lynn Richert has booked the bands for 2 of the holidays. First activity will be the Easter Egg hunt April 8th. More details later.

Audit: Julie Moss stated that the audit committee will be meeting on February 4th to do the last audit of 2022. This will be for October, November, and December.

Bylaw: Justin Taylor stated he was setting up a meeting to get started.

Abandoned lot: Michael Roland stated he hasn't started yet because he was told the new committee members started in March.

## 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

Stacey Okert stated the locks/key readers for the bathrooms/pools had been tabled for awhile and we needed to decide what to do about them.

After much discussion on the locks/key readers the board decided to not do the locks/key readers on the bathrooms/pools.

Michael Roland made a motion not to get locks/key readers for the bathrooms/pools. Seconded by Adam Farmer.

The following board members voted Aye: Justin Taylor, Julie Moss, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

Board member Kimberly Bondi abstained.

Julie Moss asked if we had heard anything about our ADEQ permit?

Kimberly Bondi stated we are still waiting. They are sending us an ad to run in the local newspaper.

Michael Roland asked if the boy that jumped the fence at the pool ever served his community work?

Julie Moss stated that he has not. The board discussed this and decided that Julie Moss will type a letter to be sent to his mom asking her to contact the board about him serving his community service when the park opens.

## 9. RESOLUTIONS PREVIOUSLY TABLED

None

## 10. NEW BUSINESS

Adam Farmer asked when the pools will be opening for the season and what it will take to get them ready?

Justin Taylor stated it's always memorial day weekend. He also stated the pools will need to be cleaned and may have to be painted. The Health Dept. will come out and let the park know what needs to be done.

Adam Farmer stated we need to buy extra ropes, life preserver, etc. so if something happens we don't have to close the pools and try to find stuff to fix them.

Adam Farmer asked about hiring a person for the office?

Kimberly Bondi stated that she can't find anybody that is willing to work for \$11. an hour and on weekends. It is not a full time job any more.

Adam Farmer wanted to know why on the official fb page the comments are being turned off and Michael Roland and Jason Thompson were not added as administrators.

Kimberly Bondi stated she would add them as administrators to the fb page.

Justin Taylor told them the rules on being administrators on the fb page.

Stacey Okert stated she had been contacted by property owners about leasing their lots. She opened it up to the property owners at the board meeting to give their opinion about leasing lots in the park.

After a long discussion from board members and property owners it was decided not to lease lots in Riverbend Park.

Jason Thompson made a motion to not allow leasing of any lots within Riverbend Park. Seconded by John Dahm.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Jason Thompson, and Adam Farmer. Motion passed.

Board member Michael Roland abstained.

Justin Taylor stated he thinks only the officers should be allowed to use the Riverbend Park letterhead and it takes 2 signatures to use it. Any letters used by a committee that doesn't use the letterhead needs 2 signatures by the board members on the committee.

Justin Taylor made a motion that only the officers on the board can use the Riverbend Park letterhead and at least 2 have to sign the letter. Seconded by Kimberly Bondi.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

Justin Taylor made a motion to change the board meetings to the 2nd Monday night of the month to be held at the Bono community building starting at 6:30pm. Seconded by John Dahm.

Michael Roland asked if we could change it since the POA voted on it to be held on Saturday?

Kimberly Bondi and Justin Taylor told him the POA couldn't tell the board when they could have board meetings according to the bylaws.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

#### 11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

#### 12. ANNOUNCEMENTS

Weather permitting the park will open for the 2023 season on Friday March 17th, 2023

Board meetings will now be on the second Monday of the month at the Bono community building starting at 6:30pm. It will also be on zoom.

#### 13. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Justin Taylor. Motion passed by majority verbal Ayes. Meeting adjourned at 12:15pm.

## Finance Committee Audit Report October, November, December 2022

Meeting Date: February 4, 2022

Committee Members present: Brandy Alcorn, James Alcorn, Angela Ostermeier, Shara Farmer, and Julie Moss. The audit was held in the office. Kim Bondi was present in the office during the audit covering office hours & answering questions from the audit.

Records audited in the office: Bank statements, Expenses/bills, Deposits, Receipts, Receipt books, and quick books reports.

Information reviewed out of office: Payroll. This is done every 2 weeks to catch any potential errors quickly.

### **Expenses:**

The park is still waiting on a refund of \$118.22 from the State of Arkansas for back taxes paid for redemption of lot 068-03 that was going to be auctioned for back taxes (the park was recorded as the prior owner of the lot). After the park paid the back taxes, a property owner came forward with a deed to that lot.

The December bank statement showed a \$669.08 Payroll credit from the IRS on 12/23/22 with no explanation. Kim and the accountant have reached out to the IRS on this, but have not received a response yet.

There four employee checks that were never deposited or cashed by the employees have now timed out and are voided.

### **Deposits:**

Deposits are being made in a timely manner. No issues were found.

### **Receipts:**

There was one missing receipt for \$7.20 to Bills. This was for 2 cases of Waters.

### **Payroll:**

Employee payroll for 10/7/22- 12/29/22 was checked using employee timecards, accountant's payroll reports, and time clock printouts.

There were no payroll errors this quarter.

Comparison of January-December 2021 to January-December 2022

	Regular Employee hours	Overtime Hours
2021	7,533.84	174.78
2022	8,163.09	64.11

### **Additional:**

A special bank account was set up for activities last quarter. Money from fundraisers and donations will now be kept separate from the main account.

A cash app account was set up to take donations for activities (\$RBParkAct).

## **RIVER BEND PARK BOARD MEETING MINUTES**

**FEBRUARY 13, 2023**

### **1. ROLL CALL**

Meeting called to order by President Stacey Okert at 6:34pm

Board members in attendance: Stacey Okert, Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer.

### **2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

Julie Moss made a motion to approve the minutes of the previous board meeting from January 21, 2023, as they are written, unless changes need to be made. Seconded by Justin Taylor

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer; Motion Passes

### **3. APPROVAL OF FINANCIAL REPORT**

Kimberli Bondi made a motion to accept to approve the January 2023 financial statements as reported. Seconded by Justin Taylor

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer; Motion passes.

Lynn asked about the cleaned and replaced culverts by the shop. It says we paid B&B \$1500 and then we paid B&B \$1100 for the creek between Blocks 8 & 9. and that is confusing. Kimberly stated they rented an excavator 3 or 4 times. 1 time for block 6, 1 time for shop, 1 time for 8 & 9 culvert. Julie asked if it was for the rental and not actually them cleaning it. Kimberly asked about the dates, Lynn gave them, and Kim stated she would go fix it in QuickBooks.

Stacey asked about the shark bites as they were listed in 2 places. Kimberly explained that there was an order placed for 40 but only 27 were shipped so we received a refund and then the next day or so they turned around and sent the missing and charged again. Kimberly said she believed that there were about 70 SharkBite faucets on hand at this time.

### **4. REPORT OF THE PARK MANAGER**

Kimberly Bondi was provided with his report and stated;

- Bathhouse 1 has been demoed, purchased material for it. Budget on bathhouse 5 is \$10,000, because they had to jackhammer and do drains. Budget on bathhouse 1 is \$5,000.
- They have gotten the culvert in at the trussell but must wait on the weather to pour the concrete. Budget on Culvert is \$5,000

- The tractor is down and tore apart in Missouri. It has a bad clutch, and the hydraulics are messed up.
- Shower heads and red/blue pex line has been ordered for bathhouse 1

Julie asked if they had a charge (estimate) for the tractor. Kimberly stated we do not as it had just been picked up the previous Wednesday. They only thought it was the clutch, but they allowed to run under Jerry's advisement and did see that after about ½ hours the hydraulics were not working. Julie Moss asked if we ever got a cost on the total for the bathhouse. Kimberly stated she had it but will have to find it and get it back out there.

Stacey asked if the gravel at the culvert would have to be replaced. Kimberly stated no it was good but if we did need to then we have piles of dirt all over the place to do it. John stated plenty under the bridge. Julie stated the cost was more than what she was told. Kimberly stated at that time they had spent \$2,000-\$2500, but the budget was \$5,000. Jason asks how much is already spent on bathhouse 1. Kimberly stated that they have purchased some material, but she is not sure the total spent at this time. Labor is already budgeted and not included in bathhouse budget. Adam asked if we already had culverts. Stacey told him they were already in. Justin stated we are just waiting for the weather to lay concrete. There was great conversation over the concrete and cure times.

## **5. REPORT OF STANDING COMMITTEES**

Audit Committee completed on February 4, 2023, and submitted the last quarter audit to cover October, November, and December 2022. Julie stated there was one missing receipt for \$7.20 to Bills for 2 cases. Everything looked good, no payroll errors this time.

Stacey asked if anything had gone into Cash App and Julie stated not as far as she knew they had not said anything. Kimberly stated she had not received any notifications either. Stacey asked if we were still waiting for the refund and Kimberly stated she had submitted another dispute. Julie stated she knew the woman would claim her lot.

Julie made a motion to accept to approve the 4<sup>th</sup> Quarter Audit presented. Seconded by Lynn Richert.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn Richert, Michael Rowland, Jason Thompson; and Adam Farmer; Motion Passes

## **6. OLD BUSINESS**

- Park manager attending ALL board meetings- Lynn Richert

Lynn stated that Jerry needs to be present at all board meetings just like they had in the past so he can give his own report and be available for questions at that point. Jerry will need to clock in for the board meetings and is not required to attend POA meetings. Several board members stated they agreed with that. In Executive it was decided that Jerry may attend the meetings by Zoom and will be paid his hourly wage. It was further stated the board does not require him to attend POA meetings.

Kimberly said he needs to get the information, so he knows when they are. Julie stated she was told not to talk to him or have contact with him so she was doing what she was told. Stacey presented emails showing Julie was asked to include Jerry and that Jerry himself asked to be included in November. Stacey said she will take responsibility for assuming that Jerry had been notified. Lynn stated that no one told her, yet she could read the memo posted in the box at the gate. Stacey stated that it is the job of the Secretary to notify Jerry and all board members. Stacey stated that any board member or all board members can forward the emails pertaining to the meeting to Jerry, so we are sure he is notified.

Lynn said Jerry stated he used to get them and asked how many meetings Jerry has attended because he hasn't attended since they been on the board. Stacey stated according to meeting minutes Jerry Smith was hired in Nov 2020. He was present in December of that year. He was also present for Jan, Feb, Mar, Apr, Jul, Aug, Sept, Oct, Nov & Dec of 2021. Jan, Feb, Mar, Apr, May, June, July, Aug & Nov of 2022. There were a few he had to leave.

- Money being spent- Lynn Richert

Lynn stated it was voted in the POA meeting that anything over \$500 would be approved by the whole board and we didn't approve anything for 8 & 9. Who approved of the culverts or bathhouses. Kimberly said she didn't know about the vote but does know that once a project has been approved the money is spent and we do what we need to do. As far as 8 & 9 you are right. Adam said just get approval as it is not that hard. Justin stated that the spending of over \$500 must be approved by the POA according to the minutes that were approved by the board and POA.

- Bathhouse 1 and Bathhouse 5 Repairs- Lynn Richert

Lynn, when did we approve these bathhouses? Justin said they discussed it when he was previously on the board. Then the boards started to set money to the side to repair these. Kimberly stated that ADH said 9 & 2 had to be fixed prior to opening and then again in October/ November stated we would lose our count and wouldn't be able to open if 1 was not done. Julie stated the whole board didn't know. Justin stated that Jerry deals with ADH. When Jerry gives it to Kimberly, she gets it to us.

- Weekly Report from the park manager- requested by Mrs. Pitts

Stacey stated that Mrs. Pitts requested at the November POA meeting that the park manager provide every board member with a report of what he and the employees have been doing. Stacey stated this had not been requested since 2019 when Jason Creese was the park manager. Lynn said; "so when Jerry was hired". Stacey said it was a year prior to his hire. They asked who Jason was, and Justin described him.

After much discussion a motion was made by Lynn Richert that we get a report from the park manager every two weeks updating us with what he is doing either via Kimberly to be forwarded to the entire board or Jerry directly reporting on his own behalf every other Monday.



Seconded by Michael Rowland.

Board members voting aye: Julie Moss, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer

Board Members voting No: Justin Taylor, Kimberly Bondi

Board members Abstain: John Dahm; Motion passes

- Julie Moss brought the letter for C. Thompson that needs to be mailed regarding the pool incident from last year.

## **7. NEW BUSINESS**

- 2023-2024 Parking Permit Information- Kimberly Bondi

Kimberly stated that she wants to try something different for the coming year. Said reserved spots worked well until the possible flood. She wants to still mark the ground and have people still request permits but will not supply the member with an assigned number. If the member has a permit, they will have a reserved spot. All campers must have a lot & block number visible on their camper even if parking on the hill for a possible flood. There will be a Facebook post asking everyone to mark their campers.

Justin and Lynn stated that every camper needs to be able to be identified with a lot & block number. Julie stated when she was on the board before they started to request the lot & number so people could be pumped while on the hill for a flood. Julie stated maybe they cannot be on the hill if they do not have their lot & block on their camper. Justin stated they will need to park there in a flood.

Jason asked if we could charge a \$10-\$15 fee to get a permit. Justin stated he wouldn't entertain that. Most everyone stated that it is owned by the POA and we can't charge them to park on the hill. Stacey stated she was uncomfortable with that and then asked if we could allow them to either have a permit or numbers on the camper. Kimberly stated the park will not know if spots are available in that case.

- Independent Audit- Michael Rowland

Michael stated the By-laws allow for a yearly outside audit and that his CPA will charge \$3000 to go back 3 years. There was great discussion over this. There is a request for 3 estimates to be presented to the board which will then be taken to the POA. These estimates will be retained through Michael Rowland, Jason Thompson and Justin Taylor. Each was asked to email the board with the estimate when they receive it. John asked what an audit is for. Justin stated it is to make sure our financials are in order. Lynn stated what is done internally is just matching receipts and not a full audit. Justin stated we don't need anyone affiliated with the board.

Michael Rowland made a motion to have an outside audit done pending the three estimates being received by certified CPA's and the POA approving it. Seconded by Adam Farmer.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Lynn

Richert, Michael Rowland, Jason Thompson, and Adam Farmer, Lynn Richert; Motion passes

- Board meetings in the park on Saturdays- Michael Rowland

Michael made a motion to move all board meetings to the park on the second Saturday of the month during the opening season at 12pm. Seconded by Jason Thompson

Lynn stated they need to be a week apart. Julie said we have been through trying to do them the same day. John asked if we just did this and agreed to it and why it is brought up again. Lynn Richert stated she thought that the POA voted to have all meetings in the park. Justin stated the POA cannot dictate where or when we have board meetings. Michael asked why we can't have the meeting on the 1<sup>st</sup> Saturday of the month and run financials a month behind, which is what we are already doing. Julie asked if it needs to be tabled and Justin said there is no need to table it. A decision needed to be made. Justin stated, "For the record, I will not give up two Saturdays a month".

Board members voting aye: Michael Rowland, Lynn Richert, Jason Thompson, Julie Moss

Board members voting no: Justin Taylor, Kimberly Bondi, John Dahm, Adam Farmer

4 yes/ 4 No - Tie Vote; President Stacey Okert broke the tie with a NO; Motion Fails

- Justin Taylor then made a motion "For the remainder of this term (September) that board meetings will not be changed from the second Monday of the Month at Bono Community Center." Seconded by John Dahm

Board members voting aye: Justin Taylor, Kimberly Bondi, John Dahm, Adam Farmer, Jason Thompson

Board members voting no: Julie Moss, Lynn Richert, Michael Rowland; Motion Passes

- Zoom- Michael Rowland

Justin Taylor made a motion to pay for Zoom for a year. \$160 plus tax. Seconded by Adam Farmer. All board members were reminded they can also attend by phone.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Rowland, Jason Thompson, and Adam Farmer, Lynn Richert; Motion passes

## **8. RESOLUTION PREVIOUSLY TABLED**

Dispensed

## **9. EXECUTIVE SESSION**

Employee matters were discussed. HIPPA Laws were discussed.

## **10. ANNOUNCEMENTS**

- Julie would like to know who is on the current board or whoever decided to do a survey of block 9/ lot 018. Kimberly stated it was anonymous people who would like to stay that way, it was not actually on lot 18 but the road between lot 18 & 19. Julie presented her deed to show that she purchased the road easement. Paperwork was presented from county records showing the easement was presented back to the park in 2011. Julie stated what Stacey is showing is on every lot in the park. Stacey stated that Julie will need to go to the county to get it fixed in their system so the park will be able to fix their map as well. Julie stated the county already shows I own it somebody should have checked before doing a survey.

Julie stated in 2011 Wayne Watkins had to give back everything he had deeds to back to riverbend park. By mistake it threw a blanket over every lot in the park but was not valid because he didn't own all the lots. The park offered back in 2011 to give new deeds and she spoke with Homestead and was told there is no need to get a new deed. Julie Moss stated her lawyer is involved. The park map was shown to match the platted unapproved road on the county map. Julie stated we had better get our stuff together because she owns the property. I stated that I have no clue who is doing it. Julie asked who surveyed it. Kimberly stated De Clerck Throesch out of Pocahontas cause that is the name a POA member gave on Facebook. Julie stated that on facebook he never gave the surveyor name, only said talk to Kimberly Bondi.

- Anything that needs to be added to the agenda needs to be sent in by the Thursday prior to the meeting by 5pm. Please ask on a thread for POA and we will have a sign-up sheet to be at the sign in table for POA to get a chance to speak as well.
- Julie has resigned as Board Secretary but opted to remain a board member. She felt like she was required to do a job that past Secretaries were not required to do. She felt like Stacey and others didn't think she was doing her job by requesting her to fill out the agendas and arranging to have material printed for the board and POA meeting as requested through email. She stated that she was not going to use her own computer, printer, paper, and ink to do what her job required. Julie stated I have ask several times for a key to the office, use of the computer, and use of the copier. She was told no every time. Stacey said it was stated in email that she could take her laptop or USB drive to the office to print anything needed for the meetings. She stated she couldn't get in. She can contact the treasurer to get into the office.

Justin Taylor made a motion to accept Julie Moss's resignation as Board Secretary.  
Seconded by Julie Moss.

Board members voting aye: Justin Taylor, Julie Moss, Kimberly Bondi, Lynn Richert, Michael Rowland, Jason Thompson, and Adam Farmer

Board members voting no: John Dahm; Motion Passes

Stacey asked if anyone wanted the Secretary position. No say. Stacey then asked if there were any suggestions, No say. Adam asked who Secretary at this point will be. Julie stated both can be

combined. At this point Kimberly will assume both Secretary and Treasure. Stacey and Justin will assist Kimberly as she needs until a seat becomes available and a new Secretary is appointed or willing to assume the position.

Lynn made a motion that all officers be revoted. Seconded by Michael Rowland. Stacey asked to know where it states in the bylaws that all officers need to be revoted. Julie pulled out Article IV Section 5 In the event any officer, because of absence or incapacity of any kind, is unable to perform any of the duties of office, or in the event of a vacancy of any office, the president of the board may designate some other person to perform such duties during such time or until such vacancy is filled by the board. (Was read by Justin)

With there not being a vacant seat to fill with 9 current board members this bylaw does not apply, and the board will stay as it is at this time.

Next meeting will be March 13, 2023 @ 6:30 pm at the Bono Community Center.

## **11. ADJOURNMENT**

All in favor of adjourning

# RIVER BEND PARK BOARD MEETING MINUTES

March 13<sup>TH</sup>, 2023

## 1. ROLL CALL

Meeting was called to order by President Adam Farmer at 6:33pm.

Board members in attendance: Adam Farmer, Justin Taylor, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, and Yancy Deloach.

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

None

## 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to approve the February 2023 board minutes as written. Seconded by Lynn Richert.

The following board members voted Aye: Justin Taylor, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, and Yancy Deloach. Motion passed.

## 4. APPROVAL OF FINANCIAL REPORT

Lynn Richert made a motion to accept the February 2023 financial report as reported. Seconded by Julie Moss.

The following board members voted Aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, and Yancy Deloach. Motion passed.

The following board member voted Nay: Justin Taylor. He stated he didn't receive a copy of the financials.

## 5. REPORT OF THE PARK MANAGER

Jason Thompson gave the park manager report. He stated water is on and they are checking for leaks. Bathhouses are ready except for bathhouse #1. We have hired a park manager and 4 other workers. The tractor should be back Thursday then we can start on the roads.

## 6. REPORTS OF STANDING COMMITTEES

Audit Committee Special Audit: Julie Moss stated that the committee met on February 25th to do a special audit of Jan. and part of Feb. This was conducted because Kimberly Bondi had resigned from the board and she was board treasurer. This has always been done to protect the outgoing treasurer and the incoming one. The committee only found one item

that needs to be researched. The committee will go back over February when they do the quarterly audit.

Julie Moss made a motion to accept the special audit as presented. Seconded by Lynn Richert.

The following board members voted Aye: Justin Taylor, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, and Yancy Deloach. Motion passed.

Activities: Lynn Richert stated that the committee is going to have a positive kid program. If you see a kid riding around and has their lot/block # on their ride, doing the speed limit, helping someone, picking up trash, acting good at the pools, etc. Get their name and lot/block # and nominate them for the award. You can give it to any board member or drop it in the box at the office. At the end of the month the kid with the most nominations will win a \$50 gift card. We are also starting riverbend rocks again. Everybody can paint a rock and hide them somewhere in the park. Then post a clue where you have hidden it on riverbend rocks fb page. Our Easter egg hunt is April 8th at 1pm.

Abandoned Lot Committee: Michael Roland stated that the committee is having a meeting. He said they have a letter along with pictures to send property owners that have lots that are grown up, abandoned campers, and other items.

Bylaw/DOR Committee: Justin Taylor stated that he hasn't been able to get everybody together for a meeting.

## 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

Adeq permit: Julie Moss reported that the park permit has been approved. Adeq placed an ad in the newspaper for us. We received a copy of the ad and an invoice from the newspaper. We have sent a copy of the ad and a copy of the check to pay the newspaper to Adeq.

Civil Suit: Lynn Richert said the suit was postponed because the park failed to serve her. She lives in Tenn. and the server the previous board had hired couldn't serve her in Tenn. Earnest Hall said he would check on getting her served.

Park Lawsuit: Adam Farmer said he had contacted our attorney. He told Adam that he will be going to court on August 13th and will be requesting that the court drop the suit against the park. He said no one from the board has to come to court.

Outside Audit: Jason Thompson said he had gotten an estimate from a company to do an audit, but it was \$10,000. Michael Roland said he would get an estimate from his accountant before the next meeting. Justin had not checked on an estimate yet.

Lot/Block #: Adam Farmer stated that every camper in the park must have a lot/block # on them to be pumped. Dewayne House said maybe the ones that have an alley behind them may want to put their # on the front and back of their campers, so whatever road they pull up to pump them will have a # showing.

Bathroom #1: Michael Roland said he took a crew of 4 people and cleaned it out where the previous employees had left a mess. Adam Farmer stated that there was no reason for the previous employees to have broken all the toilets, ripped out all the shower stalls destroying them, and demolished the drains. Dewayne House, Earnest Hall, and Yancy Deloach will be getting estimates to fix bathroom #1.

Quiet Time: Julie Moss stated that there are a lot of property owners upset with the 1am quiet time. I think we need a compromise at 12am because some want 11pm and some want 1am. This would be meeting in the middle. They can vote on it at the POA meeting, but this will be the last time for this year. No more changing it every month. Again this is just my opinion and the POA will vote on it at their meeting.

## 9. NEW BUSINESS

Water System: Adam Farmer stated we have filled the tanks and have sent a sample to the health dept. to be tested. We have our temp. water pump running for now. We have our 2 pumps being worked on. When we get them back we will put one on and put the other one up for a backup if needed.

Laptop: Julie Moss stated that when we got in the office we found out that the 2 laptops that Kim used for our meetings, park business, and zoom were hers, so the park doesn't have a laptop. We need to purchase a laptop to use for zoom meetings and if Lynn needs to take it to meetings we will have one. The board decided to check on the price for a new laptop, then purchase one.

Lawn Mowers: Jason Thompson said the ferris mower was down. The blades are out of balance. Lorena Sharp had said that Sharps Small engines can work on our mowers. Julie Moss said that Sharps had serviced the park's mowers for several years. Randy would pick up our mower when it needed serviced and then bring it back to the park when it was ready. The park also bought 2 mowers from him. He gave us an awesome deal on them.

Mowing: Adam Farmer said that the park had received an offer on mowing for us. Justin Taylor said he felt like that was something for the POA to hear about. Adam Farmer decided not to tell the board about the offer until the POA meeting.

Trucks: Adam Farmer stated that our 2 park trucks are worn out. We may want to consider selling them and buy a good truck. Julie Moss suggested a van for the person cleaning the bathrooms. They could keep all the supplies in it for cleaning. We also have a golf cart. If the employees can't use it we can sell it. The board will check to see how much money we have to spend on vehicles.

Jericho Dues: In the audit it was shown that Jericho Smith received an invoice for \$0. for 2023. When asked why Justin Taylor stated that the previous board had agreed in 2020

when he was hired to give him his dues for working for the park. Julie Moss asked where it was in the 2020 minutes that his 2023 dues would be paid. I can't believe that a board would promise to pay his dues for 3 years in advance. Justin Taylor stated that it was verbal not in the minutes. Earnest Hall asked why the park would pay his dues when he quit in February before the park even opened and left the park a mess. After more discussion it was decided not to pay his dues for 2023. Justin Taylor said we would probably be hearing from Jericho's lawyer. Michael Roland said it's ok we have a lawyer on retainer.

Park Employees: The park has hired 5 employees. Our new park manager is Jacob Findley. He has pool, plumping, and electrical experience. The other 4 will be mowing, pumping campers, working on pools, cleaning bathhouses, roads, etc. They all agreed to work weekends and holidays. They also agreed to take drug tests and have background checks.

Donald Blagg: Lynn Richert stated that Donald Blagg asked her to get with the board and ask if he could be permitted to come back to the park. He had been banned several years ago by the previous board for being in a fight in the park. Julie Moss and Lynn Richert said they didn't think he should have been banned to begin with. There was discussion on the subject and it was decided to bring it to the POA meeting to get their thoughts on it.

#### 10. ANNOUNCEMENTS

None

13.ADJOURNMENT Julie Moss made a motion to adjourn the meeting to go into executive session. Seconded by Lynn Richert. Motion passed by majority verbal Ayes. Meeting adjourned to go into session at 8:03pm.



# RIVER BEND PARK SPECIAL BOARD MEETING MINUTES

March 18<sup>TH</sup>, 2023

Meeting was called to order by President Adam Farmer at 2:35pm.

Board members in attendance: Adam Farmer, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, Yancy Deloach, and Debra Myers.

Meeting was called to decide who would take the vice president position and to decide which new board members replaced the ones that resigned.

Everyone was asked if they wanted to be vice president. Earnest Hall and Yancy Deloach put their names in for the position.

Earnest Hall: 2 votes

Yancy Deloach: 5 votes

Jason Thompson abstained.

Yancy Deloach is our new vice president

Board Terms:

The terms were chosen by which person was put on the board after a board member quit. It was decided as follows:

Yancy Deloach will take John Dahms term that ends in 2023

Earnest Hall will take Kimberly Bondis term that ends in 2024

Dewayne House will take Stacey Okerts term that ends in 2023

Debra Myers will take Justin Taylors term that ends in 2024

ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Lynn Richert. Motion passed by majority verbal Ayes. Meeting adjourned at 3:13pm.

# RIVER BEND PARK BOARD MEETING MINUTES

## APRIL 10<sup>TH</sup>, 2023

### 1. ROLL CALL

Meeting was called to order by President Adam Farmer at 5:06pm.

Board members in attendance: Adam Farmer, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, Yancy Deloach, and Debra Myers.

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

None

### 3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to approve the March 2023 board minutes as written. Seconded by Dewayne House.

The following Board members voted Aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, Yancy Deloach, and Debra Myers. Motion passed.

### 4. APPROVAL OF FINANCIAL REPORT

Lynn Richert made a motion to accept the March 2023 financial report as reported. Seconded by Julie Moss.

The following board members voted Aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Earnest Hall, Dewayne House, Yancy Deloach, and Debra Myers. Motion passed.

### 5. REPORT OF THE PARK MANAGER

Adam Farmer gave the park manager report. The tractor is back from getting the hydraulics fixed. It cost \$2261 for repairs and \$66 for 6 lugnuts. With the cost of pickup and return the total cost was around \$2800. Working on the pools and mowing.

### 6. REPORTS OF STANDING COMMITTEES

Lynn Richert gave a report on Activities. The egg hunt was a success. The park didn't spend anything on it. The property owners donated everything for it. Weather permitting we will have movie night.

### 7. REPORTS OF SPECIAL COMMITTEES

None

## 8. OLD BUSINESS

Culvert in block 6: Adam Farmer stated he wanted to table this until later.

Bathroom #1: Adam Farmer stated this is tabled until the May meeting.

Mowing: Adam Farmer stated that park manager Jacob wants the employees to do the mowing for the park. So for now employees will do park mowing.

Outside audit: Michael Roland presented an estimate of \$3,000. to do an outside audit of 3 years 2020,21,22. After discussion the board decided to wait till November to go ahead with the audit.

## 9. NEW BUSINESS

Assessments: Adam Farmer stated that all assessments must be paid by May 1st. Water will be locked off on any lot that assessments have not been paid by May 1st.

Creek: Julie Moss stated that the area of creek between block 8 & 9 that has been cleared will give access to the POA to the creek. No Atv, 4wheeler, etc. will be allowed in the creek but you can park on the lots cleared. Earnest Hall said Cody Clayton would finish clearing lots for fuel.

Gates: Dewayne House we need to keep extra parts for the gates. Lynn Richert said we have extra arms, batteries, and other items. Adam Farmer said he would get Jacob to make a list of what we have and then order what we need.

Fences: There was a lot of discussion about removing the fences around the common areas. Adam Farmer stated any fence that is up now will stay up.

Dumpsters: Jason Thompson said we have a problem with people bringing stuff from home and stuff that doesn't belong in the dumpsters. I saw a guy going to put tires in it but he didn't when he saw me. We have cameras there so we need to monitor who is doing it. Adam Farmer said he would have Jacob keep an eye on the dumpsters.

Gas Pump: Lynn Richert said that the pump on the diesel tank is cracked and you can only pump out half of the diesel in the tank. Jason Thompson said an electric pump is under \$100. Jacob can check on getting a pump.

Pools: Julie Moss said that Cody Clayton had asked for the pool hours to be changed from 10pm to 12am on Friday and Saturday nights. After discussion on the subject a vote was taken. 3 yes, 4 no, and 1 abstain.

Board Meeting: Jason Thompson made a motion to have the board meetings in the park from May- November. Seconded by Debra Myers. 6 yes 2 no motion passed.

Band: Jeremy Glass wants to have a band on Friday night of memorial weekend. He will pay for everything. Dewayne House wanted to know if he would observe quiet time. Yes he will. This will be for all poa no charge. Board agreed to let Jeremy have a band.

Gate Keys: Lynn Richert asked to purchase extra keys for the gate for property owners that don't have one. The board agreed for her to order 50 for now.

Card Reader: Our park mgr. Jacob Findley is doing an awesome job fixing the card readers. He fixed both that were damaged by property owners. Julie Moss asked had the people been charged and paid yet? Lynn Richert not yet waiting on cost.

#### 10. ANNOUNCEMENTS

#### 11. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Earnest Hall. Motion passed by majority verbal Ayes. Meeting adjourned at 6:21pm.

# RIVER BEND PARK BOARD MEETING MINUTES

May 20th<sup>TH</sup>, 2023

## 1. ROLL CALL

Meeting was called to order by President Adam Farmer at 10:30 am.

Board members in attendance: Adam Farmer, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, and Debra Myers.

Board member Earnest Hall was not at the meeting for roll call, but came late.

## 2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to approve the April 2023 Board minutes as written. Seconded by Jason Thompson.

The following board members voted aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, and Debra Myers. Motion passed.

Board member Earnest Hall wasn't present to vote.

## 3. APPROVAL OF FINANCIAL REPORT

Lynn Richert made a motion to approve the April 2023 financial statements as reported. Seconded by Jason Thompson.

The following board members voted aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, and Debra Myers. Motion passed.

Board member Earnest Hall wasn't present to vote.

## 4. REPORT OF THE PARK MANAGER

Park manager Jacob Findley stated that he was still waiting on the new card reader to come in then he will install it. Pools are scheduled to open on time. Mowing is getting done. Jacob said that the ferris mower needs work. The board voted to have it fixed. Jacob said he will get it to cox to be worked on. Jacob said the park could really use a backhoe attachment for the tractor. Adam Farmer said maybe the park can sell some of the old equipment that is not used to help purchase one.

## 6. REPORTS OF STANDING COMMITTEES

Activities Committee: Lynn Richert stated for memorial weekend there will be food and craft vendors set up by the community building. There will be 2 bands Saturday night one in block 6 and one by the office. She is checking on water slides also.

Abandoned Lot Committee: Michael Roland said him and Larry Russell have some ideas. Michael said he could use some more committee members to help.

Audit Committee: Julie Moss stated the committee met and did the first quarter audit for Jan, Feb, & March. Everything was matched and hopefully we will have the report for the POA to approve at the June meeting.

Bylaw Committee: Adam Farmer placed Dewayne House, Yancy Deloach, Debra Myers, and Julie Moss on the committee. Angie Ostermeier asked to be on the committee. Adam placed her on it. Julie Moss said she thought Brandy Alcorn was on it. Earnest Hall asked to be on it and was told not right now. Adam said he retained a lawyer to help with the bylaws.

#### 7. OLD BUSINESS

Card Readers: Adam Farmer said that we will be keeping the card readers at both gates. We are having Jacob put up concrete posts around the readers to help keep people from hitting them.

Bathhouse #1: Adam Farmer said after memorial weekend Jacob will get estimates for fixing bathhouse #1 so we can look at getting started on it. Julie Moss said the property owners deserve to have it fixed.

#### 9. NEW BUSINESS

Paid Assessments: Adam Farmer stated if you haven't paid your assessments your water will be capped off May 1st.

Secondary Lots: Debra Myers said she feels all secondary lots need capped off. There was discussion on it then it was tabled until later.

Common Property: Earnest Hall wanted to know who to contact about using the community building and common property? Adam Farmer told him to contact the activities committee to check if it is available.

#### 10. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Michael Roland. Motion passed by majority verbal Ayes. Meeting adjourned at 11:31 am.

Finance Committee Audit Report  
January 1, 2023- March 31, 2023

Meeting Date: April 29, 2023

Committee Members present: Brandy Alcorn, James Alcorn, Sebrina Smith, Angela Ostermeier, and Julie Moss. The audit was held in the office; Lynn Richert & Laurie were present in the office training and working office hours.

Records audited in the office: Bank statements, Expenses/bills, Deposits, Receipts, Receipt books, & Quick Books reports.

Information reviewed out of office: Payroll. This is done every 2 weeks to catch any potential errors quickly.

**Expenses:**

The bank declined to issue a refund of \$118.22 for back taxes paid for redemption of lot 068-03. After the park paid the back taxes, a property owner came forward with a deed to that lot. The park received a letter from Centennial Bank stating the dispute was being denied due to untimely submission. There were two charges disputed at that time, one was refunded, the other was not.

There have been several credits to the main account from the AR Employment Security Department that matched the amounts paid. The accountant checked on these and there was an issue with QuickBooks remitting the payments. The accountant was working to correct the issue and the payments were resubmitted.

**Deposits:**

Deposits are being made in a timely manner. No issues were found.

**Receipts:**

Each receipt in the receipt book was accounted for in the deposits for the first quarter.

**Payroll:**

Employee payroll for 12/30/22- 4/6/23 was checked using employee timecards, the accountant's payroll reports, and time clock printouts.

So far, there have been no payroll errors this quarter.

Comparison of 1st quarter 2022 to 1st quarter 2023

	Regular Employee hours	Overtime Hours
1 <sup>st</sup> quarter 2022	1,343.94	1.62
1 <sup>st</sup> quarter 2023	1,658.99	27.41

# RIVER BEND PARK BOARD / POA MEETING MINUTES

June 17<sup>TH</sup>, 2023

## ROLL CALL

The meeting was called to order by President Adam Farmer at 10:48 am.

Board members in attendance: Adam Farmer, Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, Earnest Hall, and Debra Myers.

## Approval of Minutes of Previous Meetings

Julie Moss made a motion to approve the May, 2023 Board minutes as written. Seconded by Jason Thompson.

The following board members voted aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, Earnest Hall, and Debra Myers. Motion passed.

Angie Ostermeier made a motion to accept the May, 2023 POA meeting minutes as written. Seconded by Kandi Wyse. Motion passed by majority Aye

## APPROVAL OF FINANCIAL REPORT

Lynn Richert made a motion to approve the May, 2023 financial statements as reported. Seconded by Michael Roland.

The following board members voted aye: Julie Moss, Lynn Richert, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, Earnest Hall, and Debra Myers. Motion passed.

Michele Sharp made a motion to accept the May, 2023 the POA financials as presented. Seconded by Angie Ostermeier. Motion passed by majority Ayes.

## REPORT OF THE PARK MANAGER

Park manager Jacob Findley stated that the mower is being worked on. He is trying to work out a deal to trade the kabota mower and then pay it off and buy a new mower and tractor. We have been working on fixing water lines that the internet people dug up. Hopefully the pumping issues will be better the guy that was pumping wasn't pumping everybody. He is no longer working for the park. Pools will closed on Mondays for cleaning.

A property owner asked Jacob about bathhouse #1. Jacob said he was working on getting the board a cost.

The property owner asks who do they call about pumping? Jacob said either the office or me.



## REPORTS OF STANDING COMMITTEES

### Activities Committee:

Lynn Richert stated Saturday July 1st there will be food and craft vendors set up by the community building. There will be a parade and band.

### Audit Committee:

Julie Moss made a motion to accept the Jan-March audit report. Seconded by Gary Gerdes. Motion passed by majority Ayes

Mandy Cook asked about an outside audit? Julie Moss told her the board had already gotten a company to do one, but was waiting on him to give us a date to do it.

### Bylaw Committee:

Adam Farmer stated that the bylaw committee would be meeting at 1 pm to discuss bylaws.

## OLD BUSINESS

Adam Farmer said you can't rent your lots by the day or week. The POA voted it has to be by the year and only to one person.

## New Business

### Pumping:

Lynn Richert said she had been working on the system forever. She has ordered flags . They will say riverbend and you will put them out by the road to be pumped. Once they pump you they will place them with your levers. There was a lot of discussion but nothing was decided.

### Theft of Services:

Adam Farmer said we will be prosecuting people that have not paid their assessments and are using our services.

### Blue Boys:

Julie Moss read a letter from the health dept. that said blue boys or any other type were prohibited in riverbend park.

Tiffany Lassiter asked why there was nothing done about the kid on the white 4wheeler. Are you picking and choosing who to go after? Several property owners stated they saw him doing it also. Adam Farmer said Scott Rose had told him not to do anything right now. Nothing was decided on it.

### Code of Enforcement:

Adam Farmer said these are not criminal fines they are civil fines. These rules are the same as always. We will have to enforce these rules. We will hire a security team to enforce them.

Mandy Cook stated that the bylaws say we can only suspend services only no mention of fines.

Adam Farmer read the rules to the property owners.

After several questions Adam Farmer said lets change it to say stop services instead of fines. No water or pumping. Lets vote now.

The POA said no we can't because you said no voting on it today and people have left.

Adam Farmer said we will table this until the next POA meeting and I will try to have the attorney present.

Julie Moss made a motion to adjourn the board meeting. Seconded by Earnest Hall. Motion passed the meeting adjourned at 12:17 pm

Angie Ostermeier made a motion to adjourn the POA meeting. Seconded by Doris Gustin. Motion passed by majority verbal Ayes. The meeting adjourned at 12:17 pm.

# RIVER BEND PARK BOARD MEETING MINUTES

July 15th, 2023

## 1. ROLL CALL

Meeting was called to order by President Adam Farmer at 10:30 am.

Board members in attendance: Adam Farmer, Julie Moss, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, Michelle Sharp & Debra Myers.

Board member absent: Earnest Hall. Earnest came to the meeting later.

## 2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to accept the June 2023 board/poa minutes as written. Seconded by Jason Thompson.

Board members voted Aye: Julie Moss, Michael Roland, Jason Thompson, Dewayne House, Yancy Deloach, Debra Myers, & Michelle Sharp. Motion passed

Board member Earnest Hall was absent.

## 3. APPROVAL OF FINANCIAL REPORT

Adam Farmer stated that the financials were not available due to the internet being down.

## 4. REPORT OF THE PARK MANAGER

Adam Farmer stated that Park Manager Jacob Findley wasn't able to attend the board meeting ,but would be at the POA meeting to give his report.

## 6. REPORTS OF STANDING COMMITTEES

Bylaw/Dor Committee:

Dewayne House said that the committee hasn't been able to do anything yet because of everything going on. This will be put on hold until later.

Abandoned Lot Committee:

Michael Roland said that the abandoned lot committee was also on hold for now.

Activity Committee:

Julie Moss said that the activities committee has planned a back to school water day. It will be on Saturday August 5th, 2023 starting at 10am. There will be lots of water activities and refreshments. If anybody would like to help it would be appreciated.

Election:

Julie Moss stated that if anybody wants to be on the election ballot they need to have their bio in by July 18th at midnight. Dewayne House asked how many had sent in their bios? Julie Moss said that 5 had so far.

Audit Committee:

Julie Moss stated that the audit committee will be meeting on Sunday July 23rd to do the April, May, and June audit.

## 7. OLD BUSINESS

Pumping:

Adam Farmer stated that he and Jacob Findley have been working on the pumping. One of the problems was that the employee was not pumping all the campers. He is no longer working for the park and we have a new pumping crew.

Debra Myers stated that she was putting on the pumper list do not go by your camper lights. Also Saturday at 1 pm the list stops. If they program later than that they will be asked if they want to be placed on the Friday list or next week list. They need to make sure they send it in the right format or it will kick them out.

Bathhouse #1 & Culvert block 6:

Adam Farmer said he would like to table these projects until November. This will give them time to work on the projects during the winter. We still have not gotten an estimate on the cost to repair them yet.

Dewayne House asked could we table until September and get everything ready so they could get started by October/November. Adam said that would be good.

Theft of Services:

Adam Farmer said we don't have personnel to check on this.

Dewayne House said that as a winter project the employees lock off faucets on lots that have not been paid on, but leave the ones on lots that have been paid on unlocked. Everybody agreed.

## 9. NEW BUSINESS

Jason Thompson asked if the employees could work on the community building during the winter.

Adam Farmer stated this building isn't good for much. It's in bad shape and has no air or heat.

Debra Myers stated that we will have to check our finances to see what we can spend.

Julie Moss said that we have to remember we have had at least \$45,000 in expenses we hadn't counted on.

Earnest Hall joined the meeting and wanted to know where the financials were? He was told that the internet was down and financials couldn't be printed.

Adeq:

Debra Myers stated we need someone else to be put on the adeq permit since Julie Moss is the only one on it now.

Julie Moss told Debra that she had told her she would help get 2 others on it but nobody has met with me to do it.

#### 10. ANNOUNCEMENTS

Deadline for bios for election is midnight July 18th 2023.

#### 11. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Jason Thompson. Motion passed by majority verbal Ayes. Meeting adjourned at 11:01 am.

# RIVER BEND PARK BOARD MEETING MINUTES

August 19<sup>TH</sup>, 2023

## 1. ROLL CALL

Meeting was called to order by President Adam Farmer at 10:36 am.

Board members in attendance: Adam Farmer, Julie Moss, Michael Roland, Debra Myers, Yancy Deloach, Michele Sharp, and Amanda Gramling.

Board members absent: Dewayne House and Jason Thompson.

## 2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to accept the July 2023 board minutes as written. Seconded by Michele Sharp.

Board members that voted Aye: Julie Moss, Michael Roland, Debra Myers, Yancy Deloach, Michele Sharp, and Amanda Gramling. Motion passed.

## 3. APPROVAL OF FINANCIAL REPORT

Debra Myers made a motion to accept the July 2023 financials as reported. Seconded by Yancy Deloach.

Board members that voted Aye: Julie Moss, Michael Roland, Debra Myers, Yancy Deloach, Michele Sharp, and Amanda Gramling. Motion passed.

Discussion: The board went over the financials of June and July, the budget vs. actual, how many paid assessments and how many had not paid yet. The water bill and garbage are our 2 biggest expenses. The board is checking to find ways to cut down on these and other expenses. We have 478 paid and 64 not paid. Considering we had so many extra expenses at the start of the year, the park is on track to come in on budget.

## 4. REPORT OF THE PARK MANAGER

Park manager Jacob Findley reported that the park needs to sell the kabota mower. He stated that it is not a good mower for the park. It is a finishing mower not what the park needs.

The board told Jacob to place an ad and sell the mower for \$10,500.

Jacob stated that people using the sprinklers watering the roads all day are messing the roads up. They are having to grade the roads more to fill in all the holes the water is making. He said that he is having problems with property owners cursing at him while he is

working. He was working on the gate in block 9 in the rain and because he asked them to go to the other gate they got mad.

The board told him to let them know and they would address it with the property owners. Also if he needs help to block traffic while working on the gates they will help him.

## 5. REPORTS OF STANDING COMMITTEES

Bylaw Committee: Debra Myers stated that the bylaw committee is at least 1/3rd finished rewriting the bylaws and dor. We hope to be finished by the end of the year.

Adit Committee: Julie Moss stated that the audit committee met and did the April, May, and June audit. I will have a copy of the report at the September meeting to pass out and get approved.

Activities Committee: Julie Moss stated that the committee doesn't have anything planned until Halloween. We will be needing as many volunteers as we can get to do the Halloween bash that will be October 28th, 2023.

## 6. OLD BUSINESS

Park Lawsuit: Adam Farmer said that our lawyer went to court to have the park removed from the lawsuit. The POA had no part in giving the campers away. The judge said he would look at everything and get back with our lawyer. They made an offer to settle for \$50,000. We said no and our insurance attorney was there and said no.

Jan Campbill lawsuit: Michelle Sharp and Julie Moss will be going to court September 1st to represent the park in this lawsuit. This is concerning where Jan hit the park gate and refused to pay for damages.

Video: Michele Sharp stated she got a call about a property owner trying to remove a lock on a water faucet. Her and Julie Moss went to the lot. They were shown a video of a property owner trying keys to unlock the lock. They talked to the person that had done this and he said he didn't do anything wrong. He had let people in the gate and taken them to this lot without the owner's permission. He was told this was not acceptable and they don't need to do it again. Adam Farmer was going to talk to him and get the keys from him.

## 8. NEW BUSINESS

Deed: Michele Sharp stated that Kim Smith told her that when she went to file her deed on lot 68-block 3 she was told the park owned it. The title company wants the park to sign a deed giving her the lot. The lot was purchased from the park to Farrah Reed who sold the lot, then that person sold it to Kim. The board said they would not sign a deed to Kim that she needed to contact the person she bought it from.

One Camper per lot: Michele Sharp said she had gone around the park and found several lots that had more than one camper with water hooked up to them. One lot had a splitter with 4 hookups on one lot. The board discussed it. The board will be making phone calls to the property owners and explaining that they were allowed to have one camper hooked up on each paid assessment lot. All water hoses hooked up to extra campers need to be unhooked.

Tractor/Truck: Adam Farmer said we need to buy a different tractor and truck. After discussion on it the board will start looking for a tractor and truck.

Code of ethics : Michele sharp said a POA member came up with the idea to do a code of ethics for the board. She said that she went on the web and wrote up a code.

Adam Farmer read what Michele had written.

#### 9. ANNOUNCEMENTS

Election September 2nd

#### 10. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Debra Myers. Motion passed by majority verbal Ayes. Meeting adjourned at 12:01 pm.



# RIVER BEND PARK BOARD MEETING MINUTES

September 16th, 2023

## 1. ROLL CALL

The meeting was called to order by President Adam Farmer at 10:32 am.

Board members in attendance: Adam Farmer, Julie Moss, Michael Roland, Jason Thompson, Debra Myers, Yancy Deloach, Dewayne House, and Amanda Gramling.

Board members absent: Michele Sharp

## 2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to accept the August 2023 board minutes as written. Seconded by Dewayne House.

Board members that voted Aye: Julie Moss, Michael Roland, Debra Myers, Yancy Deloach, Dewayne House, Jason Thompson, and Amanda Gramling. Motion passed.

## 3. APPROVAL OF FINANCIAL REPORT

Debra Myers made a motion to accept the August 2023 financials as reported. Seconded by Julie Moss.

Board members that voted Aye: Julie Moss, Michael Roland, Jason Thompson, Debra Myers, Yancy Deloach, Dewayne House, and Amanda Gramling. Motion passed.

Discussion: There was discussion about the water bill being over \$9,000 again this month. Debra Myers stated she got the water usage for the year for Dewayne House.

## 4. REPORT OF THE PARK MANAGER

Park manager Jacob Findley reported that he had sold the mower for \$10,000. This paid off the mower and we had extra money from the sale. Everything is caught up so I need to know about starting on bathhouse #1. It will take around \$4,000 to fix the bathhouse. One stall has to be modified to make it handicap ready. I want to use osb halfway on the walls and use metal on the lower part of the walls. Julie Moss said the property owners deserve to have this bathhouse finished as did Debra Myers. There was a lot of discussion about the bathhouse.

Julie Moss made a motion to approve \$5,000 to work on bathhouse #1. Seconded by: Debra Myers.

Board members voted Aye: Julie Moss, Michael Roland, Jason Thompson, Debra Myers, Yancy Deloach, Dewayne House, and Amanda Gramling. Motion Passed

## 5. REPORTS OF STANDING COMMITTEES

Bylaw Committee: Dewayne House stated that the committee had met 5 times. We are through with the bylaws and starting on the DOR. Hopefully we will be finished by November. We will then give them to the board to approve and then let the lawyer look at them. Our goal is to have them ready for the POA vote in the February meeting.

Audit Committee: Julie Moss stated that the audit committee met and did the April, May, and June audit. I gave you a copy of the report to look over so we can approve it. Julie Moss made a motion to approve the audit report as reported. Seconded by: Debra Myers

Board members voted aye: Julie Moss, Michael Roland, Jason Thompson, Debra Myers, Dewayne House, Yancy Deloach, and Amanda Graming. Motion passed.

Discussion: Adam Farmer asked why some people were charged a fee when they had a returned check to the park but some were not? Debra Myers said she is working on that and on the \$7.75 that was removed from several property owners.

Activities Committee: Julie Moss stated that the committee has several things they are working on for Halloween. We will be needing as many volunteers as we can get to do the Halloween bash that will be October 28th, 2023.

## 6. OLD BUSINESS

Jan Campbill lawsuit: Julie Moss stated that her and Michelle Sharp went to court on September 1st to represent the park in this lawsuit. The Judge dismissed the case because the park didn't get her served within the 120 days. The lawsuit also was not filed suing the driver of the 4wheeler instead it was in Jan Campbill and her business name. The Judge gave the park a year to refile. The board had discussion on refiling the lawsuit. It was decided not to refile this case.

Dewayne House made a motion to not refile the case and that Jan Campbill is banned from the park permanently. Seconded by Michael Roland.

Board members voted aye: Julie Moss, Michael Roland, Jason Thompson, Yancy Deloach Dewayne House, and Amanda Gramling. Motion Passed.

Board member voted Nay: Debra Myers

Culvert block 6

Adam Farmer said that the park needs to wait on fixing the culvert until we get the bathhouse #1 fixed and a truck bought for the park. Dewayne House and Jacob Findley talked about getting a square culvert to fix the problem in block 6. They are going to get estimates to purchase the culvert.

Mower:

The park sold the mower so the loan was paid off and had extra money from the sale.

## 8. NEW BUSINESS

Adam Farmer said he wants to put in a well for the park and get rid of the city water. Julie Moss said there would have to be 2 wells one for each side of the park. There was a lot of discussion on getting wells put in. The board is going to get prices on putting in a well.

Debra Myers said in the winter the park needs to shut down the dumpsters. We can save a lot of money while the park is shut down. We can get a small dumpster just for employee use and put a lock on it.

Adam Farmer said that in the winter he wants to leave part of bathhouse #2 open so the employees have a bathhouse to use. We can put a water tank by the bathhouse to pump water in as needed. Also put heat in it. This will be for employees only and will be locked.

Media Person :

Dewayne House said we need a media person to handle the website. Adam Farmer said he had already talked to Michele Sharp about her doing it. Debra Myers said someone that doesn't own in the park told her she could read our minutes. She said she looked at them and they weren't protected. Debra said she has a program so they can be protected now. Dewayne said he wants to appoint Michele Sharp to be the media person to do all website duties and announcements on the web. Michele Sharp is Media person for the park.

Truck:

Adam Farmer said our park truck is done for. We need to buy a truck now. The board discussed what the park needed and how much to spend on a truck.

Julie Moss made a motion to spend \$10,000 or less for the purchase of a truck for the park. Seconded by: Yancy Deloach.

Board members voted aye: Julie Moss, Jason Thompson, Debra Myers, Yancy Deloach, Dewayne House, and Amanda Gramling. Motion Passed

Board member voted nay: Michael Roland.

## 9. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Debra Myers. Motion passed by majority verbal Ayes. The meeting was adjourned at 11:49 pm.

# RIVER BEND PARK BOARD MEETING MINUTES

October 21, 2023

## ROLL CALL

The meeting was called to order by President Adam Farmer at 10:37 AM.

Board members in attendance: Adam Farmer, Yancy DeLoach, Dewayne House, Amanda Gramling, Lynn Richert, John Dahm, Christine Wall, Michele Sharp Debra Myers.

Adam Farmer introduced new board members: Lynn Richert, John Dahm, Christine Wall. Stated he is confident with this board.

## APPROVAL OF MINUTES FROM PREVIOUS MEETING

Lynn Richert made a motion to approve September 2023 board minutes as written. Seconded by Debra Myers.

The following board members voted aye: Yancy DeLoach, Lynn Richert, Dewayne House, Debra Myers, Michele Sharp, Amanda Gramling, John Dahm, Christine Wall. Motion passed.

## APPROVAL OF FINANCIAL REPORT

Discussion of the mower that was sold. Mower was paid off.

Discussion of Steve Blansett (water operator) raising his prices next year to up to \$500 per month. Chris asks what he does. It was explained that he does out water samples, and files the paperwork with the state to help keep our water running.

Dewayne House made a motion to approve the September 2023 financial report as written. Second by Lynn Richert.

The following board members voted aye: Yancy DeLoach, Lynn Richert, Dewayne House, Debra Myers, Michele Sharp, Amanda Gramling, John Dahm, Christine Wall. Motion passed.

## REPORT OF THE PARK MANAGER

Park manager Jacob Findley states that he is continuing to work on Bath house #1 and has the men's side almost finished and is hoping to have it finished by Wednesday next week, then he will start on the women's side. He has purchased metal barrels to make the sinks out of. He showed a photo of his plan. He does want to wait till both sides are finished to open it. This is agreed by the board.

The tractor is worn out. There is a bad wheel seal in the front, and he will work on a price to get the seal fixed. To get it fixed through Cox implement it will be about \$4500. But Jacob states he

may be able to fix it himself. Jacob states that every time he fixes something another thing breaks. There are multiple problems with the tractor.

Motion made by Yancy Deloach to contact R&R tractor for estimate on tractor for trade. Second by Debra Myers.

The following board members voted aye: Yancy Deloach, Lynn Richert, Dewayne House, Debra Myers, Michele Sharp, Amanda Gramling, John Dahm, Christine Wall. Motion passed.

Motion made by Michele Sharp to form a tractor committee to research the best tractor/price/financing for a new tractor to be presented to the board in the next week or 2. Seconded by Debra Myers.

The following board members voted aye: Yancy Deloach, Lynn Richert, Dewayne House, Debra Myers, Michele Sharp, Amanda Gramling, John Dahm, Christine Wall. Motion passed.

Committee formed for tractor: Yancy Deloach, Dewayne House, Christine Wall and Jacob Findley

The tractor will need a front loader, 2 remotes on the front and 4 remotes on the back. The committee will send the information in executive text message once they find some information.

The new truck purchased for the park. Jacob states park works great. Saving so much on gas.

We also need to look at the road by gate 2 in block 5. (this is moved to new business)

#### REPORT OF STANDING COMMITTEES

##### a). By Laws

Dewayne states they have sent out the changes to the bylaws to the board via email so everyone can look at them and see if anything needs changed.

Brandy Alcorn, who was the by laws secretary gave Dewayne her resignation this week. He has asked her for her notes, and there is an open position on that committee. Brandy has the notes to change the DOR and the Rules and Regulations.

##### b). Abandon Lot

Michael Roland was head of that committee, but he has resigned. Adam requests this topic be moved to the executive meeting.

##### c). Activities

Michele states that the Halloween bash will be held on October 28<sup>th</sup>. Planned is a haunted house, games, a parade, costume contest, hayrides, trick or treating at lots, lot decorating, adult trick or treat and a bonfire.

We have a group of volunteers making the haunted house amazing. There will be a not so scary time, a scarier time, and a very scary time.

Waiting on a 3<sup>rd</sup> judge for all events.

10 different games with prizes, still looking for volunteers to run the games. So far, we have 3 trailers, Chris Wall offered her trailer to drive the kids around. We were going to have 4 areas for hayride pick up, but after discussion it was decided to pick up at the common area in block 2. Lists will be provided for the participating lots. A POA member may set up a trunk or treat but he has been unresponsive to text messages. Adult trick or treat will have a waiver and they must be 21 to get on the trailer for adults. Lots for the hayrides to stop only at lots with RED A on their lots. We will have 2 trailers for adult trick or treat. Jacob is working on brush and wood in block 5 for the bonfire. We need an adult that has not been drinking to be at the bonfire. Adam volunteered to be the adult in charge of the bonfire. If there is a burn ban, we will cancel the bonfire unless the fire department is willing to come and do a controlled burn for us. Michele will check to see if FD will do controlled burn. We may be a smaller function this year since the committee chairman resigned 3 weeks ago, but we are working to have a great day.

#### OLD BUSINESS

Bath house #1. See above.

Culvert. Dewayne did check on square tile and they don't make one the size we need. We can do oval, but it is crazy expensive. Jacob states he is going to remove the big culvert and use the smaller ones we already have and fix the problems. The smaller culvert pieces are already in the park and have been paid for.

Sprinklers to water Road:

We don't have time to go around to fine everyone. We may need to raise dues to cover use of water on the roads. Lynn brings up that if we continue to run water the same for the next 3 months we will still save \$17,000. This is on the POA meeting for a vote and will be handled there.

Tractor. See above.

Purchase of Truck/sale of old trucks and golf cart

#### NEW BUSINESS

New board Members (see above).

Budget

Debra states still working on pulling old budgets to go by and get the budget for 2024 ready for January meeting. Move to executive meeting.

BOD email protocol

When Michele was voted in as secretary, the password to the secretary email was given wrong. But once fixed all the emails were removed. Michele reached out to previous board members. Some said emails were not to be deleted, another stated that per

previous vote the emails were to be deleted when someone leaves the office. All previous information that the previous secretary had has been deleted.

Motion made by Michele for all emails pertaining to RB park remain in the emails and not be deleted. Second by Lynn Richert.

The following board members voted aye: Yancy Deloach, Lynn Richert, Dewayne House, Debra Myers, Michele Sharp, Amanda Gramling, John Dahm, Christine Wall. Motion passed.

This is to be added to the by-laws under officer duties.

Bridge and gatehouse at block 5

We may need to move the gates and the gatehouse back into the park for the road. Possibly look at using common ground to move gates over. Much discussion of what can be done was had. We will continue to look at this and see what we can do. The road may have up to a 4ft drop into the park and this won't work to pull campers in and out.

Cancellation of Scheduled December meeting for POA and Board.

Motion made by Yancy Deloach to cancel both scheduled December meetings. Second by Debra Myers.

The following board members voted aye: Yancy Deloach, Lynn Richert, Dewayne House, Debra Myers, Michele Sharp, Amanda Gramling, John Dahm, Christine Wall. Motion passed.

Estimates on wells for the park

Yancy has contacted a couple of companies and has been referred to 1 specific company that has the drill to get thorough the rock that is in the park. Their wait time is 2 years before they can even come out and give us an estimate. We are on their list but this will need to be revisited once we come up on their list to give us an estimate.

Laptop for the office

We need a current/updated laptop for the office. One we can zoom on and use as a backup. Requested to look during black Friday sales for this. Adam states this has already been voted on and has been approved by the board in the past. Michele will look at the deals on laptops and get one purchased. Dollar amount was either \$1000-\$1500.

ADJOURNMENT

Motion made by Debra Myers to adjourn the meeting. Seconded by Lynn Richert.

The following board members voted aye: Yancy Deloach, Lynn Richert, Dewayne House, Debra Myers, Michele Sharp, Amanda Gramling, John Dahm, Christine Wall. Motion passed.

Meeting adjourned at 11:34





# **RIVER BEND PARK BOARD MEETING MINUTES**

NOVEMBER 18, 2023

## **ROLL CALL**

The meeting was called to order by Vice President Yancy Deloach at 10:32am

Board members in attendance: Yancy Deloach, Debra Myers, Michele Sharp, John Dahm, Lynn Richert, Christine Wall, Dewayne House. Absent are Amanda Gramling and Adam Farmer.

## **APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Dewayne House made a motion to approve October 2023 board minutes as written. Seconded by Debra Myers.

The following board members voted Aye: Debra Myers, Michele Sharp, John Dahm, Lynn Richert, Christine Wall, Dewayne House. Motion passed.

## **APPROVAL OF FINACIAL REPORT**

Discussion of report includes: On 10.05.23 ACH for Water system Loan Payment. This was entered a total of 3 times. Previous office employe added a manual withdrawal and did it again on 10.10.23. This should have not been entered manually and it was only taken out of the account 1 time. So, it does show in QB that it was debited x3 but actual bank account is only x1. Lynn asked if the total is off, bank total will show it pulled it out in QB, but bank statement is correct. QB will be corrected by next month.

Also, it did not print check number to Kevin Prest, it is check number 4317. This was for July 4<sup>th</sup> security.

When the previous office employee was working, she did not pay August water bill. When Debra returned to the park this was noticed and she called the water dept and paid it immediately. They did not charge a late fee. So, the report shows no water bill paid in August. It was paid in September. September bill was then paid in October, October in November, and November will be paid in December. This is so 2 larger water bills did not need to come out of the same month. In the new season it will be paid in the correct month. We are current with Hardy water bill. With the 11k water bill last month we will be over our budget for the year by about \$500.

Lynn had a question about money transferred out of main account for security and tent rental, but doesn't see it being taken out of activities. On 10.30.23 it was transferred out of Activities into the main account.

Christine Wall made a motion to approve October 2023 financial report as written. Seconded by Lynn Richert.

The following board members voted Aye: Debra Myers, Michele Sharp, John Dahm, Lynn Richert, Christine Wall, Dewayne House. Motion passed

## REPORT OF PARK MANAGER

Jacob Findley: Reports that not much has changed. Continued work is ongoing in BH #1. He and the guys are also working on putting up plastic in the shop. They have put up plastic in the community building on the ceiling and the walls. Praise from all board members on how much warmer it is in there today. Also has really decreased the noise by the train. Yancy let Jake know there is more black plastic from the haunted house in the activities room and he can use that if he needs more. Jacob also wants to discuss about a bathroom for the employees in the winter. Discussion on this. Ultimately the decision to use 2 stalls from the men's side of BH#2 and wall them off. Cut a doorway from the safe room in the office into the men's bathroom and use those 2 stalls. An IBC tote will be connected for water to that bathroom. IBC tote can be placed outside the office in the corner and connected. This will be moved to the top of the priority list at this time. Jacob thought this would be less than 1k to take care of this. Lynn questioned on being ADEQ compliant. Debra discussed that this would still be a public bathroom for the POA so we are not taking toilets out of the POA, just giving a different access. It will be open to the POA even in the winter during office hours. Jacob states it will be easier to use the last 2 stalls instead of trying to box in just 1. Jacob will build a platform for the IBC tote to keep it off the ground. Jacob states it will take about 1-2 weeks to complete.

Motion made by Debra Myers to wall off 2 stalls in the men's bathroom with access door from office for employee access in the winter. Seconded by Christine Wall.

The following board members voted Aye: Debra Myers, Michele Sharp, John Dahm, Lynn Richert, Christine Wall, Dewayne House. Motion passed.

## REPORT OF STANDING COMMITTEES

### BY-LAWS

Dewayne reports he got the DOR notes from Brandy and have emailed to all board members.

Debra states that River Bend needs to be uniform in the entire DOR. Some places it is 2 words and some places are 1 word. Kim Bondi has replaced Brandy Alcorn on the committee. They are working on making it consistent and uniform throughout the DOR.

Michele states that something noticed that it says trailers instead of campers/RVs. Dewayne requests that that correction be emailed to him. Also brings up that bunkhouses say they can be pumped. Per ADEQ this can't be done. Again, Dewayne requests any corrections be emailed to him and the committee will look at all this at their next meeting.

### ACTIVITIES

Michele reports there was an excellent turn out for Halloween, POA feedback was very positive. Today will be our 1<sup>st</sup> annual Friendsgiving and we plan to have 50 or so POA members and their families in attendance. Activities committee is already planning for great things next season.

## REPORT OF SPECIAL COMMITTEES

None

## OLD BUSINESS

### TRACTOR

Dewayne passed out a report on the current tractor. He states we are looking at dropping down 10HP on tractors. He discussed the tractor that was originally looked at but they agree considered weekend tractors and not going to hold up to farm or commercial use such as we will be using it for. But there are tractors that will fit our needs. They are about 10K more than we had originally planned to spend. He reviewed in depth the tractors. (Attached to this report). Discussion of the tractors presented by the tractor committee. The Case tractor has a 5-year warranty. Yancy did ask if we have to transfer the tractor if there is a problem, or will the company come and get it, as well as do we have to pay milage to pick it up or have someone come look at it. Dewayne will look into that. Case is giving \$17500 for trade in on the current tractor, which is \$1000 more than the previous estimate for trade in. Discussion between Case and Kubota tractors. Case seems to be the best overall deal that the park can get with the HP and trade in and warranty. Discussion of which tractor was preferred by each board member. Results: Debra-Case, Michele-Case, Yancy-Case, Dewayne-Case, John-Case, Lynn-Case, Christine-Case

1<sup>st</sup> choice for tractors is the Case. Both tractors will be presented to the POA at their meeting with our recommendation as a board.

Thank you, committee, for all your hard work put into this.

## NEW BUSINESS

BUDGET – moved to executive meeting discussion

### PARKING PERMITS

Camper areas are marked off. POA members must park in a designated space. Look at the flag number and take that number to the office to obtain their parking permit to display in their camper. They must also sign a parking rules sheet (attached). Note corrections written in that will be corrected in the office for future signatures. Jacob states there will also be some parking in common ground 9 for parking on that side of the park. So far this seems to be working well. Lynn states that 4-5 people have personally called her to ask questions about parking. Kim is now taking the office phone with her and if someone leaves a message, she will make an appt to meet them at the office. Kim has also instructed Michele on how to do everything and put it in the computer as well as where the files go so, she can meet someone at the park. If Lynn gets another call, she can give them the office number or Michele's number to have them call so we can get everyone parked that needs to be parked. Parking permits will be placed in a file.

## CAR TAGS

Trying to find a way to control non POA or non-Guests from the park. Plan is to come up with a sticker for POA vehicles. Yancy has designed a sticker that we will look into getting printed. Each POA member will get 3 stickers to be placed on their vehicles with their paid assessment. (Owners will have to have a deed on file in the office to pay assessments and obtain stickers or a notarized lease file). Stickers will go in the back window of the vehicle. John brings up motorcycles, states he won't put a sticker on his motorcycle. Yancy states may be able to go on license plate. John will look into a good place to put it on a motorcycle. Guest passes- examples passed out to board members (attached). These are going to be hang tags. These will be permanent passes for the season, we have talked about getting 4 passes. Discussion on upping the amount of guest passes, some family have numerous children that they want to have permanent passes in the park. The main goal is to reduce the amount of non-guest persons in the park. Dewayne suggests that we go with 4 guest passes per POA member and if you need more passes then see a board member or go to the office and request more passes.

For visitor ATV they will need to put the block and lot on the ATV, temporary is fine but all ATV's will need to be marked with a block and lot to be driven on park roads or they can be asked to return to the lot they are a visitor at. Board members and/or security will be able to have an unmarked ATV return to the lot they are visiting.

Question was brought up about stopping vehicles as in the past it was said that that is detaining and can't be done. Michele states that she (and Debra) has been to the county judge office. Per the judge (and there is a letter from him) the roads are property of River Bend corporation and the corporation is who sets the rules and regulations for the roads. The roads are not owned by the POA. The board represents the corporation and they can stop an unmarked ATV on the road and have them return to the lot they are coming from. If the ATV re-enters the roads and is not marked then it can be brought to the board and the POA member can be assigned a special assessment for an unmarked vehicle on the road. ATVs should not be chased through the park. But they can be followed to the lot so that the block/lot/POA member can be identified then a board member can be in contact with that POA member (even if the ATV belongs to a guest) and bring the rules of the POA roads to their attention. ATV's can also be stopped to have the driver slow down. You can't stop and hold a person as that is unlawful detainment.

Tabled at this time. Debra and Michele assigned as a committee to look into designs and prices.

## OFFICE PHONE

Park phone keeps going in and out. We need a phone, it doesn't need to be new, refurbished is great. Deb to look for and purchase a new office phone.

Laptop. Deb and Michele are looking at these and will get one purchased in the next week.

#### WINTER PUMPING

This will be once a week only. Regular requests will need to be sent in. Jacob will alternate dump tanks every week to stay in compliance for ADEQ.

#### TAXES

We have some lots that deeds were never filled in the courthouse and the taxes were sent to the park (\$82). The park paid the taxes. Lot 115-05 belong to Howard Baswell. Debra is to call Howard and let him know that he needs to file the deeds and see if he will reimburse the park the tax money paid. A second lot: 182-09 (Deb did not have the owner's name) is another lot we paid taxes on; she believes this lot has already been sold again. She will look into this. Kim will start scanning files into the computer as well so we have digital copies as well.

#### ADJOURNMENT

Motion made by Debra to adjourn. Seconded by Lynn.