

Minutes for the January 31, 2019 Board Meeting, immediately following the Annual Member's Meeting

- Introductions
- Proof of notice of meeting-neighborhood signs, letters to all members
- Appointment of Newly Elected Directors to Officer Positions

President- Jeff Artz
Vice President- Linda Scott
Treasurer- Ben Relph
Secretary- Ramona Becker
At Large- Jack Jones

- Approval of Agenda- accepted
- Approval of last month's Minutes-move to table until next month by Jack Jones. Motion passed.
- Officer's Reports
 - Treasurer's Report
 - Budget Report: Opening amount was \$52,622.05, ending amount as \$50,974.27. Ben moved to accept the monthly report. Motion passed.
 - Secretary's Report
 - Ramona is planning to have "more complete" minutes. She also wants to work to make sure the directory database is up to date. Ramona moved to make the files accessible in the electronic cloud-based format for all current and future board members to have access. Ben seconded, passed.
 - Vice-President's Report
 - Nothing to report at this time.
 - At-Large report
 - Nothing to report at this time.
 - President's Report
 - 2019 schedule of meetings- Meetings will be second Thursdays. The next meeting February 21, 7 pm is the next meeting. Jeff directed the members to send their report in writing before the meeting if they are not able to attend.
 - Meeting Signs – Linda will take care of scheduling with the city and getting the key. Linda will do the North signs, Jeff will do the South signs.
 - Who should be point person for email inquiries to the website and HOA Board responses to survey results / comments responsible party? Ramona Becker will take point on this.
 - Grounds – Jack will work to solicit bids before the next meeting. Kent mentioned that the South wall needs attention. Ramona wants the drainage looked at first priority.
 - Compliance – nothing to discuss this month.
 - Social committee – nothing to report this month.

- Report of committees – The playground committee requested by the members of the annual meeting to be deferred to the February meeting.
- Bylaws & Covenants- Jack Jones would like to personal contact him to get a concrete answer from Ken Dannenberg before the February meeting. Ben will not send the letter stated in the December minutes.
- Other Business- none this month.

Adjournment at 9:39 pm.

2019 February Board Meeting
Bel Aire City Hall Library

Minutes

February 13, 2019

Call to Order and Introductions

Board: All members present – Jeff Artz, Linda Scott, Ben Relph, Ramona Becker and Jack Jones

Homeowner Attendees: Steve and Joy Olsen, Gary Young, Kent Hansen, Carol Dreifort, Paul and Lesley Lindstrom

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda accepted

Approval of Minutes – approved as corrected

Steve Olsen suggested that we put the draft annual meeting minutes up on the website

Jeff read the annual meeting minutes draft that is posted in the HOA Dropbox.

Jack moved to put draft on website and Linda seconded.

Officer's Reports and further definition of duties with each office

- President's Report
 - Jeff Artz gave his report and the entire report is attached to the end of these minutes.
- Vice-President's Report
 - Linda reported that she talked to Arbor Masters about the tree stump that has not yet been removed from the east side of the pond. It was reported that Jon Von Achen talked to Arlen about this initially. Linda reported she talked to Jan (secretary) and it had not been included in the original contract.
 - Ramona moved to spend \$100 to have the stump removed, Jack seconded. Passed unanimously.
 - Linda reported that she contacted the city of Bel Aire for room reservations for the entire year and made arrangements for obtaining the key each month.
 - Linda reported that she, Jeff and Ramona met with Keith Price and Anne Stephens from the city offices on site to inspect the contractor's work done from the culvert to the north end of the pond. They said that they city is responsible for the culvert area underneath the street but not the waterway south of the culvert. They offered some suggestions to remedy the situation such as materials and names of dirt contractors and others that would be qualified to build a functioning drainage solution. We asked if the city could use the rock that needs to be removed and Anne will check with the city manager as to whether they could remove the rock for the city's use. She will get back with us with an answer.
 - Jeff noted it is not the cities responsibility but they will help us with suggestions.
- Treasurer's Report
 - Ben reported a beginning balance was \$50,974.27, Ending balance was \$50,899.14, checking balance \$5,407.95. January's expense was \$75.13.
 - Dues update – 50% are paid so far. We have spent \$75. since last meeting.
 - Ramona moved and Jack seconded to accept the report.
- Secretary's Report
 - 2019 Directory – Ramona reported that she is beginning the process of updating the database for accuracy and adding new information garnered from the dues sheets.
 - Ramona thanked Audra and Ben Relph for scanning numerous documents and setting up the online Dropbox.
 - Website – Ramona reported that the online Calendar has been updated for 2019 and the approved minutes from last month will be posted after this meeting.

- Kent requested that the Board approve the minutes electronically right after the meeting and post on the website as has been done in the past. This can easily be done again.
- At-Large Report
 - Jack reported that he received a document from the HOA attorney this afternoon on his phone. He will put it into the HOA online Dropbox. Ramona suggested that the Covenants committee needs to review what the attorney sent. Jeff stated that we would work on this and have the amended covenants ready to send to the members by October.
 - Jack reported he didn't have time to get any bids from lawn mowing companies.
 - Jack reported on his meeting with the Management Company. They will do compliance which is a big job for the board to take care of all year. He emphasized that they would take care of the entire process from identifying issues and notifying homeowners to issuing fines and collecting them which will lesson hard feelings between homeowners and board members.
 - Jack reported the cost will be \$803.70 per month which is just over \$10,000/year. They hire the lawn maintenance providers and deal with the issues connected. This company has 167 HOAs they manage and 110 are in Wichita. They will pay vendors and make the budget. They will report to our HOA on compliance. Hiring this management company will take the majority of the work off of the volunteer board. This company has been involved in changing covenants. All officers in the company are state certified.
 - Jeff said they go thru the neighborhood twice a month and take photos of compliance issues. They collect all dues. The trend of HOAs is going to Management companies. Jeff said that fulltime management is better than part-time.
 - Jeff read the HOA by-law Article VII Powers and Duties of the Board of Directors Section I. Powers (d) To enter into management agreements with third parties
 - Mgmt. Co will "provide assistance to the treasurer with the budget"
 - Jack moved that we hire the management company and Ramona seconded for the sake of discussion. Much discussion followed among the board and other members that were present.
 - Ramona stated that she is in favor of a management company as it would help compliance and therefore keep property values up. She then raised questions about the contract and asked that we do this on a trial basis like Central Park has done. She asked if we have to put all of the HOA money into the bank in Nebraska and noted that all members would be required to send their dues to this bank in the future.
 - Ramona wants to be sure that all the items listed under the duties of the Management Company Community Manager are included in the base cost and will not accrue additional charges. She also noted she did not see any reference to legal assistance as to Covenants updating that is still not complete. Would we incur additional fees for this? At what cost?
 - Ben suggested that we wait a year to do this so we could use our money for other projects this year such as the playground equipment and the drainage project rectification.
 - Someone asked about the Architectural Approval Process and Ramona replied that the contract says that is still the duty of the board but there was some confusion about this.
 - Motion to hire the Management Company passed by vote of four to one with Ben voting in the negative.
 - Ben made the request that we put more detail on the agenda that is sent out so that members know what will be discussed before the board meetings.

Report of Committees

- Bylaws & Covenants – no report at this time.
- Playground Committee – no report at this time.

Roofing Committee – no report at this time.

Unfinished Business

New Business

Attendees' Comments

- Carol Dreifort suggested that if we run out of money we could borrow enough to get the playground installed right away.
- Gary Young asked about the remark made at the last meeting about executive sessions and transparency. There was some discussion about this that cleared up the misunderstanding.
- Jeff said that the two major items for this year are the drainage project rectification and the playground equipment exploration.
- Paul Lindstrom asked about the house that is up for auction and he wondered if we are doing anything about rentals in the neighborhood. Jack and Steve said that we ask that the landlords keep the property up to what our covenants require. Steve said we have discussed this in the past couple of years and have talked to the attorney about it. Linda remarked that some of the rental homes are kept up very well especially when they house military families. Several others commented.
- Paul Lindstrom also mentioned cleanliness and dog messes in the neighborhood. He suggested that we put in doggie bag stations. Linda suggested fining dog owners who don't pick up the dog messes. Ben mentioned that he knows of a volunteer who will empty a trash can every week if the HOA will place one in the area of the pond. He will recheck with the volunteer.

Adjournment

Ramona moved Jeff seconded to adjourn. All voted in the affirmative.

Meeting adjourned at 8:36 pm.

Next Meeting Scheduled for Thursday, March 14, 2019 at 7:00 p.m.

HOA President Jeff Artz's Comments for Feb 13 meeting

First I would like to welcome our visitors to this Board meeting. You are always welcome and encouraged to attend our Board meetings to observe the business proceedings of your elected Board members. In the agenda you will note there is a time allotted for visitor's comments or concerns.

It is my intent that these Board meetings be less a social event but for the purpose of conducting business and making decisions for the HOA community. Sociability is very much encouraged before and after the business meeting.

As President I am very pleased to have directors of this Board with so much experience in our HOA affairs with each having been elected as Board president at least once and

some holding multiple offices in the past. I hope to add to their experience with my leadership and management experiences and together I believe we can have a positive effect on our HOA community during the coming months.

I am pleased with the intercourse of communications between the directors since the January 31st meeting as evidenced by my email account. I believe open communications between our directors are the foundation for our future success.

You will note in our agenda there is a lack of specificity for the directors' reports. This is intentional as each director knows his/her duties and responsibilities and are free to address any related issue to the Board. We have a lot to cover this evening with the most important and pressing issue to be reported later by Jack Jones and action to be taken by this Board.

My first action is to appoint the five committees that are required by our by-laws and I appoint each committee be chaired by one of our directors. The Architectural Control Committee will be chaired by Jack Jones, the Nominating Committee will be chaired by Ben Relph, the Social Committee will be chaired by Ramona Becker, the House and Grounds Control Committee will be chaired by Linda Scott, and I will chair the Audit or Finance Committee.

Due to the interest displayed at our past annual meeting I am appointing an additional committee to be called the Playground Committee chaired by Ben Relph. In addition there will be a Welcoming Committee chaired by Linda Scott. All HOA members are encouraged to participate in a committee of their choice with a limit of five members per committee.

In regards to the Playground Committee I present the following guidelines. At their earliest convenience I would like this Committee to present to this Board for action on the Committee's proposal to include where it will be built, what playground equipment is involved, who will do the construction, is there any cost effect to our liability policy, and most importantly the estimated cost and how it is to be paid for. Is it to be paid for only by past and present HOA monies, a future special assessment of dues, a future increase in annual dues, grant money, solicitation of donations, money making projects, a bank loan to the HOA, or a combination thereof?

In addition, I want to comment on the House and Grounds Control Committee. This will be an atypical and challenging year for this committee, as in addition to the normal duties and responsibilities they must contend with coming up with a solution and recourse for correcting the drainage issue at the north end of the pond. Whatever needs to be done, needs to be done. And I have the upmost confidence that Linda and her committee will come up to the challenge.

Finally, based on any actions taken by the Board this evening, and any preliminary cost estimate provided by the House and Grounds Control Committee for this year's ground's mowing and maintenance program, and for resolve of the pond drainage issue, I would like our Treasurer to prepare a 2019 budget for this Board to vote and approve no later than our April Board of Directors meeting.

This concludes my report and we will now hear from our vice-president.



Kappelman's
Bel Aire Heights
 Homeowner's Association Inc.

Jeff Artz - President
 Linda Scott - Vice President
 Ben Relph Treasurer
 Ramona Becker - Secretary
 Jack Jones - At-Large

Bel Aire Heights Home Owner's Association - Income and Expense Report for January, 2019

Assets:	Date:	Amount	
Beginning Balance - Savings and Checking	1/1/2019	\$50,974.27	
Savings:			
Beginning Balance	1/1/2019	\$45,491.19	
Transfers to Checking		\$0.00	
Transfers to Checking		\$0.00	
Deposits from Checking		\$0.00	
Interest Earned		\$0.00	
Ending Savings Balance	1/31/2019	\$45,491.19	Balances with Bank
Contingency Reserve		\$35,000.00	
Playground Reserve		\$5,000.00	
Available toward Budget		\$5,491.19	
Checking:			
Beginning Balance	1/1/2019	\$5,483.08	
Transfers From Savings		\$0.00	
Transfers To Savings		\$0.00	
Expenses (see detail below)	January	(\$75.13)	
Ending Checking Balance	1/31/2019	\$5,407.95	Balances with Bank
Total Assets / Remaining Balance as of 1/31/19:		\$50,899.14	

Prepared by Ben Relph on 2/10/19.



2019 March Board Meeting
Bel Aire City Hall Library

Minutes

March 14, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Ramona Becker, Ben Relph, Jack Jones – Guest: Heidi Dunbar from HOA Management Services

Homeowner Attendees: Steve Olsen, Carol Dreiling, Jonathan Callstrom, Stan Skelton, Leslie Lindstrom, Bob Hudson

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda – all approved with no changes

Approval of Minutes – Jack moved and Ramona seconded approved (motion carried 5-0)

Officer's Reports and further definition of duties with each office

- Treasurer's Report
 - Ben reported a beginning Savings balance of \$45,491.19. Checking balance of \$37,388.20 with the latest deposits. February's expenses were \$489.75. Total balance of Savings and Checking is \$82,879.39.
 - Dues update – All but 6 are paid. The Management Company will take care of further notices to these members
 - Ramona moved and Jack seconded to accept the report. Motion carried unanimously.
- Secretary's Report
 - Website – 2019 Calendar is posted. Roofing Policy has been reported as updated. Approved minutes from last month will be reposted as approved after this meeting along with draft minutes from this meeting.
 - 2019 Directory – we will have a new updated directory this year and all members will receive a copy.
 - Newsletter discussion – hard copy or just done with email blast?
 - We have 220 subscribers on Mailchimp with an open rate from 37.2% - 62.4%
 - We have email addresses for 197 addresses for our 235 members.
 - Jack suggested that we put the news on the website and Ramona said she could do so even though it is more work for the secretary and probably fewer read the website.
- Vice-President's Report
 - Linda reported that she, Jeff and Ramona met with Heidi Dunbar, Vice-President of Operations from HOA Management Services, this afternoon to assess the drainage rectification project on the north end of the pond. Heidi took a lot of photos and has a good understanding of the issue and the problems involved.
 - Linda is also getting names of mowers to go out for bids and Heidi will do this. Linda gave Heidi copies of our plat map
 - Welcoming New Members – Linda will track new members and get our HOA welcome information to them. Heidi will also send each one a letter from the management Company.
 - Linda says our Architectural Approval Form needs to be updated.
 - Request was received from Jeremy Smith to install a Duck Nest Tube in the north end of the pond. Jeremy is not here at meeting. He provided a video describing how to build it and has offered to do the work himself if the HOA will provide the \$50 worth of materials. Ramona questioned as to the location and noted that the north end of the pond has too many turtles and will also be subject to the rectification project so it would be better to locate the Duck Nest further south in the pond around the area east of the Smith home.
 - Ramona moved to allocate \$50. for the project and Ben seconded. - Motion carried 4-1.
 -

- Two Bel Aire Police Officers stopped by to give us a talk about issues in the neighborhood. There have been a number of casual break-ins in Bel Aire. Everyone needs to be vigilant and keep a watch for their own neighborhood by making sure garage doors are closed and car doors are locked. Ramona will scan the flyer and post it on our website.
- At-Large Report
 - Architectural Approvals – Jack has not had any architectural approvals
 - Compliance –
 - Jack said he had not had to address any this month.

Report of Committees and President's Report

- House and Grounds Control Committee – Linda Scott, Chair
 - Report on Drainage issue rectification at north end of pond – repeat of what was reported above.
 - The board has contacted a party that may take out the rock for free that is damming up the water passageway since the city of Bel Aire was contacted but is not interested in doing this. The committee is following up on doing this.
 - Heidi reported what she observed this afternoon. She will contact at least 3 vendors and get bids for a company to rectify the issue. She will also be seeking bids from mowing companies to get a contract for this mowing season.
 - Jeff interjected that this board got a late start due to the late Annual Meeting so Jeff said he will call a special meeting to approve the contract for our mowers.
 - There was discussion about the height of the grass around the pond. For the last two years the Board has requested that the mowers leave grass growing around the edge of the pond 12" in and 6-12" high. Ramona noted that this saves the HOA the significant expense of riprap and is a more environmentally friendly solution to prevent erosion and to filter harmful chemical runoff into the pond. Although some people don't like the look of the grass.
 - Ramona made a motion that we leave the grass 12" tall and 12" wide, Linda seconded, seconded, motion failed 2-3
 - Ramona reminded the Board that the grass serves as a habitat for the pond ducks and accommodated a much higher survival rate for ducklings on our pond last year. Carol Dreifort said she does not like the looks of the grass but Linda and Ramona said they liked the natural look in addition to the good benefit for wildlife. So, Ramona made a motion that we leave the grass 6-12" tall. Linda seconded, motion failed 2-3.
 - Ben stated he thought it would be easier to keep it cut shorter and moved to keep the grass cut up to 12 inches from the edge of the pond and trim once a month Ben made a motion to this and Jack seconded. Jack, Motion passed 3-2.
- Bylaws & Covenants – no discussion
- Playground Committee – no discussion
- Roofing Committee – Jack Jones and said the website has been updated with the latest approved materials.
- Ben asked to speak about the email he sent after the last meeting. He read the email he sent to the Board after the Feb. 13 meeting.

"I am writing this email to the HOA board to discuss concerns that I have after the Feb. 13th, 2019 meeting. I have 2 main concerns.

1. I feel it very important that the board be transparent in the actions that it takes. I find it very disappointing that the agenda that was sent out to the HOA members did not include important information about actions that some of the board planned to take at the meeting. At first I thought that this was just an oversight. However, at the meeting it appeared to be on purpose. If the plan is to send out an overly generic email that does not allow anyone to tell what the major topics of the meeting are, I feel this is wrong. The agenda does not have to have every detail of what is going to be

discussed. However, the main points should be outlined in the agenda. In particular when the board is voting to take a significant action or when significant information is going to be reported.

We have all discussed how hard it is to get many homeowner's to get involved. Being vague about what is going on in our communications with the member's is not the way to help others decide to get involved.

2. HOA management path forward - No information was given on the suggested path forward after the vote.

At the meeting, someone mentioned that the contract stated it would start March 1st. Jeff, is it your intention to sign a contract with HOA Management Services prior to our next meeting? If so, I take serious issue with this path forward. I have not even seen a copy of the contract that would be signed! As a bare minimum I believe that the entire board should have the opportunity to review any contract before it is entered into by the board. Not only have I not received a copy of the contract, since there was nothing on the agenda that mentioned it, there was no way to request one or to prepare adequately for the meeting. Ramona brought up several concerns with the contract. I also have concerns about the potential contract.

If an HOA management company is going to be hired, then I feel it is the responsibility of the board to enter into the best contract possible. The contract that was provided by the HOA management company is most likely one that puts the interests of the management company first. Usually when someone writes a contract they include the best language for them that they feel like they can get someone to sign. In past presentations several items were mentioned as being negotiable. Once the contract is signed then the negotiating is over. Prior to signing the contract, BAHHOA has the most leverage that it will have. Again if we are going to enter into a contract, I want the HOA to have the best contract it can get.

The motion that was passed did not authorize anyone to sign a contract. It simply stated that we would hire an HOA management company. The detailed contract should be presented to the board members and then voted on as well.

I appreciate everyone's hard work. However, I am concerned about the distribution of information."

- President's Report –
 - Will be attached to minutes in full.
 - Introduced Heidi Dunbar, Vice-President of Operations at HOA Management Services (HMS) and here are her remarks
 - She has worked for HMS for 6 years, they manage 167 HOAs in South-Central Kansas. They were bought by Builder's Inc. 2 years ago and they have lots of experience working with vendors, City officials, Board Members, etc. They have many HOAs in area including Central Park. She or another rep will be at every meeting. They will help us to stay up to date with state statutes and advise the board of best practices. They do complete property inspections on a bi-weekly basis and send reports to the board. After that review they will send letters to members who are in violation. They will help the board with duties done by the board and will take the brunt of controversy on compliance issues. They are here to help ease the day to day workload of running an association and have a lot of knowledge to share with us over the course of their contract.
 - Question and Answers for Heidi from board and members in attendance.
 - Johnathan asked about the fees and how much they are per month.
 - Carol asked about the items in our budget that already are there like postage and copies since these items are not included in the monthly management fee.
 - Johnathan asked if we looked at multiple companies and Ben answered that they looked at multiple companies last year and none other was in Kansas

- Stan asked if we looked at Weigand and Heidi answered that they do mostly rentals.
- Bob Hudson asked what percentage this is of our dues and Jeff answered that it is about one third. He then asked if the dues would have to be raised. Ben and Ramona said probably. Jeff said there are unknowns right now such as mowing budget and remediation. Ben said he would like to suggest have a draft budget to consider by our next meeting after getting information from Heidi.

Unfinished Business – Ben asked about the information from the attorney about the Covenant Committee's work on requested changes and updates that Jack said he received at our last meeting. Jack said he wasn't able to get it in the dropbox. Ben said he would put it into the Dropbox if Jack would send it to him.

New Business - none

Attendees' Comments -

- Carol asked about the Dog waste container suggested at the last meeting and volunteer to empty it. Ben said he forgot to ask his friend. Heidi said she would check on a vendor who could install such a station. Ramona asked if she knew how much it would cost but Heidi said she would have to check on it. Carol volunteered to empty the bin on the south end but Ben said that Brad was the one that volunteered and he is on the south end also so Carol said she would just let him do it.
- Stan Skeleton asked if he needed permission to remove a bad tree. No permission is needed.
- Bob said that foreign grasses invaded his lawn and he wondered if he needed approval to be able to reseed. Jeff and Jack assured him permission is not needed. He was advised of the best time to treat the Bermuda and the best time to reseed.

Adjournment – Ramona moved and Linda seconded to adjourn and all agreed. – 8:20 pm.

Next Meeting Scheduled for Thursday, April 11, 2019 at 7:00 p.m.

Jeff Artz March HOA President's Comments

Prior to volunteering to serve on this board, I knew in advance there would be times when I would be criticized when this board would do or not do something that did not please everyone. I know this for a fact, because during my 17 years of living here and paying dues, even I on occasion would come to a board meeting to make a complaint. I still have a copy of a formal complaint letter I wrote 5 years ago when I was so upset with the board that I hand carried to Jack as he was president at that time.

I want to take a moment now and address the hoa mgmt. issue. Prior to the January board meetings I attended, I had never even heard of a hoa mgmt. co. Then on being elected president it was my due diligence to learn the facts regarding the hoa mgmt. proposal addressed during last year's board meetings. I ask Jack here, who

was a previous president and served years on this board and who had experience on the specific workings and issues of this board, to attend with me on a face to face meeting with the mgmt. of the hoa mgmt. co. After the meeting I concluded that hiring this mgmt. co would be in the best interest of this hoa. Later that same day I met with Linda and Ramona, who were not on last year's board, and informed them of the meeting and gave them a copy of the mgmt. contract to review. I informed them that Jack would give a formal report of our meeting with the mgmt. co to the board during our next meeting. Then at the February open board meeting the issue of hiring this mgmt. co was discussed and approved by a majority of the board. The following day I signed the contract, as we needed to get started early in the year to receive the services we would now be paying for. I might point out that this contract is only for one year and if it doesn't work out to our satisfaction we can always cancel for the following year. In addition, to anyone who might disagree with this action or any of this board's future actions and think they can do a better job, I would encourage them to volunteer to be on next year's board. With that being said, I will introduce Ms. Heidi Duncan to answer any questions the board and visitors may have.

2019 March Special Emergency Board Meeting
At 4901 Highland, Bel Aire, KS

Minutes

March 30, 2019

Call to Order and Introductions at 3:03pm

Board: All members present – Jeff Artz, Linda Scott, Ben Relph, Ramona Becker and Jack Jones Homeowner

Attendees: none

Proof of Notice of Meeting –emails to member list

Agenda - President Jeff Artz said we have only one item on agenda – Deciding on a Lawn Care Provider

- Who to hire for the grounds and maintenance
 - Jeff said he wanted to give the floor to Linda since she is chair of the grounds and maintenance committee
- Linda said she was familiar with all except Prairie Lawn and Landscape – no one else knew of their either
 - Linda noted Dragonfly is less expensive and easy to get along with
- Jack said he spoke to Heidi and she had tried to get one more but they couldn't fit us in this late in the hiring year. He felt Dragonfly starts out strong and then is less responsive as the season goes on and Heidi had said the same thing
- Ramona asked if we have to go through Heidi to address all issues and Jack said yes.
- Ben said we should just go direct directly to the company with issues
- Ben asked about 32 mowings and Ramona had same question - both said we should clarify that we want to skip mowings when they are not needed
- Jack pointed out that Countryside split it out more like we used to do it.
- Most of the board agreed that we would be willing to go with Dragonfly after pointing out differences in various bids
- Jack made the motion that we contract with Dragonfly based on their proposal with our modifications with the stipulation and we can skip any service at any time with a result of not being charged for those services and Linda seconded.
- Jeff said that they should mow a few days before Memorial Day, Fourth of July and avoid weekends. Jack said we should ask for Thursday mowings.
- Jeff said we should get what we really want in the form of a contract because we are just looking at proposals right now.
- Jeff looked at budget and Ben said that line number from last year included everything – the mowing via Dewey cost about \$6900
- Jeff said that if we see something that is missed or not being done correctly take care of it on the spot while the mowers are on sight if possible.

Members went through the Dragonfly proposal and Linda noted all the concerns and additions. Heidi sent them a map of all the areas that needs to be worked on and it looks complete.

- Members discussed the issue of standing water on the south end of the easement from the dam on 47th street. Jack said there is very little drop and it would be a quite expensive remedy to totally fix it
 - Jeff said we could ask the mowers to bushhog it when requested
- Members checked the rest of the items on the proposal
- Ramona asked that we request not using Roundup on the commons property and Linda said she would ask them to address this issue
- Linda asked about weeding the flower beds and putting mulch in them
- Jack said that the management Co has an employee that does this type of thing and Jeff said he would drive Jack's truck to go pick up free mulch from city if someone would distribute it
- Linda will take care of the as needed and per request with Dragonfly and the Management Co. They will be the project manager even though the contract is between the HOA

Adjournment: Jack moved to adjourn and Ben seconded. All voted in the affirmative. Adjourned at 3:49pm



Jeff Artz - President
Linda Scott - Vice President
Ben Relph Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 April Board Meeting
Bel Aire City Hall Library

Minutes

April 11, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Ramona Becker, Ben Relph, Jack Jones – Guests: Heidi Dunbar and Mandi Harris from HOA Management Services

Homeowner Attendees: Fredrick Shope, Kent Hansen, Gary Young, Dave Bosarge and two daughters

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda – all approved with no changes

Approval of January 10, March Minutes and Special Meeting March 30 Minutes – all approved with no changes

Management Company, Officer's and Committee Reports

- Management Company remarks – Heidi said the state and federal taxes are ready to be signed tonight and filed as well as Corporation papers.
- President's Report
 - Jeff said we got off to a late start this year and thus needed to hire a mowing company as soon as possible which is why we needed to have a special meeting
 - Report from Special Meeting – the board decided to hire Dragonfly with their reasonable, thorough bid and knowledge of our property.
 - Appointment of Social Committee – Ramona is the Chair as noted earlier
- Treasurer's Report
 - Dues update – there are two left members' accounts that are unpaid – one of them has contacted Jack and needs to set up a payment plan which he will accommodate. Someone called Ben and asked for a receipt for a closing. This will be handled by Brenda.
 - Ben has three requests for payment from Ramona for \$14.61 for the magnetic paper for the signs and Linda for \$8. for material for the Welcoming packet materials and one for Arbor Master for \$100 for stump removal. Each request was voted on and motions passed to pay for all three. Ben paid water and electric bills of \$61.58.
 - Budget Report – We deposited more dues money in February and earned \$7.68 in interest and paid water and electric bill.
 - Ben passed out a proposed budget. (see attached)
 - Ben added a line for savings account interest and a line for transfer fees paid by Title companies (he estimated five for the year)
 - Ben lowered the amount of money spent for an attorney, he increased the amount for printing and postage, \$1000 for social, and he put in \$10,000 for the repair to the drainage project restoration.
 - Ben also added a full audit of our HOA for the last few years as it is stated in the Bylaw and a less expensive and less complete audit had been done in recent years. Heidi said it is not common to have in By-laws now because of the high expense of \$2500.
 - Heidi said it is not common to have a requirement in the ByLaws now because of the high expense of \$2500.
 - Ben stated that the total budget expenses are \$11,227 less than we bring in. Ramona moved to accept the budget Ben prepared, Linda seconded, all thought the budget was reasonable and the motion passed.
 - Ben got three invoices that he stated were not authorized.

1. March Invoice from HOA Management Services including initial setup fee per contract in the amount of 1203.70. This invoice was approved by the board.
2. April Invoice from HOA Management Services in the amount of 825.98. This invoice was approved by the board. Jack moved to pay April invoice of \$825. 98. Linda seconded and all approved
3. MJ Accounting invoice in the amount of \$ 150. This invoice was withdrawn by HOA management services and stated that it was part of the initial contract setup fee. It was not approved and will be handled by HOA Management services. Jack asked about MJ Accounting Services fee for preparing and filing taxes. Heidi said that this is supposed to be included in out fees. She will take it back to them.

- Heidi stated the Board can get the packets before the meeting via email if they have received the bank statements in time and save on printing costs. Ramona asked if they want to know tonight and suggested they email the packets and save paper and money. They offered to do first draft of agenda also and send it to board which was quickly accepted.
 - They will bring sign in sheets to meetings and extra printed agendas for members who attend.
- Ramona moved and Jack seconded to approve the Treasurer's report. All approved
- Ben asked if he needed to make a report in the future and the answer was no. The treasurer will continue to reconcile books as that is all that is needed.
- Secretary's Report
 - 2019 Directory – Ramona requested this from the new Management Company as soon as possible.
 - Heidi said she sent an email to Kim Rix from Sunflower to do a directory for us. Ben gave her the forms sent in with the dues to use for the directory.
 - Ramona will share her database with HOA Mgmt. so they can just update the list. Jack suggested that if it takes too long we hire someone but Ramona said we should wait and save money because it would be very expensive.
- Vice-President's Report
 - Welcoming New Members – Linda went through all the information and said a number of new members have not been contacted from last year. She is still putting in the old directories at this point.
 - Yard of the Month parameters. Ramona suggested that we ask for suggestions from the Management Company. Linda suggested we get it done by end of first week for nominees and end of second week for decision. Jeff recapped that we do it five days before board meeting and vote at board meeting. Ramona so moved and Jack seconded. Motion passed with four yes and one abstaining.
 - Jack said the usual time frame has been to start in May and go through to the Halloween decorations contest. Jeff asked who was on committee and Linda said there hasn't been a committee to make selections in the past. Heidi with the Management Company said they would be unbiased and since they will be driving the entire neighborhood on a regular basis, they will be glad to make the selections.
- At-Large Report
 - Architectural Approvals – Jack had three proposals he has reviewed and ready for signatures.
 - Dave Bosarge is here tonight and is replacing a fence.
 - Lawn work – moving a couple of trees and putting in a couple of new ones
 - Compliance – discuss active compliance issues and matrix suggestion coordination with Mgmt. Company
 - They have driven through and looked at neighborhood a couple of times already. They will be back out next week and they will send the board a compliance report. Ramona asked if the board just wants letters sent or if the board wants to discuss it. The majority of the board wants to see the list before letters go out.

- The Management Company will start looking at lawns as weather warms up.
- Kent asked if members can call the number on letter and report issues and got a positive answer.

Report of Committees and President's Report

- House and Grounds Control Committee – Linda Scott, chair, and Ramona Becker
 - Report on Drainage issue rectification at north end of pond – we have been in communication with Heidi who reported she has bids from seven Vendors and she is going to meet with four of them on site on Tuesday between 11:00-12:30. She will meet with another at noon on Wednesday
 - Heidi will email the proposals to the board.
 - Board discussed whether to have another special meeting if needed.
- Bylaws & Covenants – Steve Olsen, Chair - Linda Scott, Ben Relph, John Dreifort, Ramona Becker - need to set a meeting time to go over Attorney's submission to us
 - We do not have the revised bylaws. Jack asked attorney to send them to us and attorney has not responded.
 - Ben said the attorney's revised Covenants are in the dropbox – Ben will send these out to all the Board.
 - Heidi will check to see if they have a redline version from their attorneys
- Playground Committee – Ben said Audra Relph has to resign and Jack volunteered to take her place as he has been working on obtaining playground equipment at his job.
- Social Committee Report – Ramona Becker, chair report. Ramona has left a message for Jack and Ginger Koelling to ask them to plan the social since they did such a wonderful job in 2017. The Management Company will execute their plans.
- Roofing Committee – Jack Jones, chair, will find other people to serve on the committee if there is a change in roofing materials.

Unfinished Business Ben moved to accept and approve the annual report

Ben asked if the Management Company would like to buy the roll of stamps we have on hand since they will be doing the mailings from now on. Heidi said she would check

New Business

Attendees' Comments –

- Gary said that there is a stump on 48th street in the front yard that needs to be removed. Jack said he will put it on the compliance list and try to take care of it.
- Kent asked about his two emails that were sent to the HOA@belaireheights email box. All the board and Heidi said they saw the response back to him. He has a new email which may be the reason he did not get a response back.
- Jack moved and Jeff seconded that we add Heidi and Mandy to the HOA@blaireheights.org. All agreed
- Kent said he has been working on the two front entrance beds and the trees by the fence. Kent doesn't think the free mulch is good enough for them and he volunteered to get mulch and apply it. Ben moved to authorize Kent to buy and apply mulch for a price not to exceed \$75. Ramona seconded. All approved. Kent will wait until the sprinkler system it turned on to apply it.
- Jeff thanked Kent for all he has done to improve the appearance of the front entrance and said he would like to see more members take the initiative of volunteering to do some of the work that is needed to be done to maintain the commons areas such as the front entrance.
- Ben announced that he has a contract on a new home outside of our HOA and they will be moving the first part of May. Therefore, we will need to find a replacement for him on the board.

Adjournment - Ramona moved and Jack seconded. All approved at 8:12 p.m.



Kappelman's
Bel Aire Heights
Homeowner's Association Inc.

Jeff Artz - President
Linda Scott - Vice President
Ben Relph Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

Next Meeting Scheduled for Thursday, May 9, 2019 at 7:00 p.m.

Bel Aire Heights HOA 2019 Budget

CarryOver from 2018:	\$50,974.27		
Reserves: Contingency:	\$35,000.00	Playground:	5,000.00
Non Allocated Money from Prior Years			10,974.27
Projected Dues/Income	\$35,200 (30 Twin Homes @ \$80 and 205 Single homes @ \$160.00)		35,200.00
Other Income (Interest / Transfer Fees, etc.)			530.00
Total Available			46,704.27

	<u>2018 Budget</u>	<u>2018 Expenses</u>	<u>2019 Budget Presented in January</u>	<u>2019 Budget Presented in April</u>
Expense Category:				
Water	\$900	\$827.25	\$900	\$900
Electricity	\$420	\$343.63	\$420	\$350
Legal/Corporate Fees	\$8,000	\$519.66	\$7,000	\$2,500
Insurance	\$3,300	\$3,200.00	\$3,300	\$3,300
Mowing	\$6,540	\$5,900.00	\$7,000	\$9,300
Grounds Maintenance	\$7,000	\$7,434.95	\$8,000	\$700
Printing/Postage/Mailings/Website/Checks	\$1,900	\$843.94	\$1,840	\$1,500
HOA Misc Expenses	\$500	\$5.89	\$100	\$100
New Neighbor/Yard of Month/Lighting Contest	\$600	\$570.00	\$600	\$600
Annual Social	\$1,000	\$0.00	\$1,000	\$1,000
2019 Capital Projects - Playground Fund	\$5,000	\$0.00	\$5,000	\$5,000
HOA State Filing	\$40	\$40.00	\$40	\$40
HOA Management Services for 10 months, (803.70*10) + (50*12) =				\$8,637
North Area Drainage				\$10,000
Audit of Books				\$2,500
Total Budget	\$35,200	\$19,685.32	\$35,200	\$46,427

-11,227.00 2019 Amount Spent versus Received in 2019

277.27 Expected - Non Allocated Funds at the end of 2019

2019 March Board Meeting
Bel Aire City Hall Library

Minutes

May 9, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Jack Jones, Ramona Becker, Mandi Harris, HOA Management Company

Homeowner Attendees: Steve Olsen, Kent Hansen, Gary Young, Carol Driefort, Freddie Shopp, Leslie Lindstrom, Doug Wynn, Tony Walsh

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda – reviewed and approved by board

Approval of Minutes – Jack moved to approve and Ramona seconded.

Jeff suggested we need to delete last sentence under VP's report All approved with change Jeff suggested. Unanimous approval.

Officer's Reports

- President's Report
 - Ben Relph, Treasurer emailed his resignation to the board on May 7 after having announced at April Meeting
 - With prior approval of the Board, Jeff appointed Kent Hansen to take vacated position of Treasurer. Kent accepted the position.
- Management Company Report
 - Biweekly inspections are under way right now. Many letters went out last week. They sent out 20 letters about trash cans being left out. If they see a project under way, they check to see if there is an approval form for it. Mandy advises people to contact her if they need approval and she will work with them. Carol Driefort asked if they need to go to Mandi or get the form from the website. She said both will work. Mandi also presented options for the doggie station. No action taken.
- Treasurer's Report
 - Budget Report \$84,021
 - Revenue and expenses – Administrative fees are bulk of expenses right now.
 - Jack moved to accept and Linda seconded. Motion passed.
- Secretary's Report
 - Management Company has duty of responding to member email from Website – Mandi will copy the board members when she responds in the future.
 - Management Company has the duty of responding to Title Company inquiries about status of homes being sold. Linda asked for the board to get a copy of all the title work.
 - If board wants a better website, the Management Co can take care of that for an extra fee of \$40 month, Ramona is glad to continue updating the website but won't be posting drafts of minutes or agendas. If another member would like to help with this duty, Ramona would be glad to turn it over.
 - Mandi said our website is more functional than the one they could provide. Kent said that Heidi told him they would maintain our website for free. Gary said Heidi said that at last meeting. Mandi is going to check on that.
- Vice-President's Report
 - Welcoming New Members – Linda has a nice package and has caught up the last 15 people who have moved into the neighborhood some of which were from last year. Jeff said his neighbor, Sam told him they really appreciated getting the visit and the welcoming package. Linda submitted a bill for reimbursement for all the items used for \$53.21. Jack moved to approve, Jeff seconded. Motion passed.

- Jeff asked about the 2 signatures on the checks. Mandi said they could put Brenda Wright with HOA management who could be the second signature or the board could decide to run all the checks thru Chase when our money is transferred to that institution. No action taken.
- Fallen tree – Linda quickly called about the downed tree on the south dam after getting numerous calls about it. They gave her a bid of \$450. Linda moved and Kent seconded. Motion passed.
- Dam issue – Spillway going down to 47th street has a big crack in it right now. Jack has looked at it and thinks that we can do a bonding, crack sealer to fix the crack at this point. Jack will contact a couple of contractors to put the sealant on the crack. He thinks we have caught it soon enough.
- Linda asked about a tape recorder to assist Secretary to take minutes during meeting. Mandi thinks we can get one for about \$20. Board approved.
- At-Large Report
 - Architectural Approvals need to be signed
 - Sam and Candie Edmundson are putting in a shed in their backyard, same color and roof as the house.
 - Tom and Jackie Messinger are enlarging their deck and submitted a plan.
 - Gary and Diane Fink are having Tree Top work on their landscape
 - Brent Huntsinger wants to install a black aluminum fence resembling wrought iron and he will install it himself.
 - Fred is replacing siding on his home the same color as his house
 - Jack suggested approving all with city codes compliance understood. Board approved.
 - Compliance – update on coordination with Mgmt. Company. Jack said he reviewed the report they sent out and just had a question about one of them that he discussed with the HOA Mgmt company
 - Gary sent an email complaining the fence that was being repaired on 47th street. Jack stated that it has been the practice to allow the weathering time when fences are repaired.

Report of Committees and President's Report

- House and Grounds Control Committee – Linda Scott, chair
 - Linda gave a quick review of the drainage issue rectification proposals for the north end of the pond. Bids are ranging from \$7,000 to \$25,680.
 - Mandi suggested a Special Meeting to discuss the bid. Jeff said he would call a special meeting to consider various details on this project. Any member is invited to attend the Special meeting to learn about the project parameters. A date of May 18 was decided on unless unforeseen conflicts arise with board members' schedules.
- Bylaws & Covenants –
 - Steve said we still don't have a response from the attorney on the By-Laws. Board members suggested that we work with the Management Company attorneys to accelerate this project.
- Social Committee – Ramona reported that Jack and Ginger Koelling have suggested a Chili Cookoff on October 5 at 3:00 pm. They will put a budget together for it. Jack's son is a chili Cookoff aficionado, so they will consult with him on details and how to organize this. They checked calendars and learned that the Wagonmasters' Chili cookoff is the week before this date and the Bel Aire Fall Festival is October 19.
- Playground Committee – no report
- Roofing Committee – Jack Jones – said the home on Hedgerow is putting on a roof with impact resistant certainty landmark that meets all the requirements.

Unfinished Business

- Jeff asked about the status of our Neighborhood Directory – Mandi said the company said they will do it.
- Kent submitted invoices that need to be approved
 - \$189.46 from Noah Sprinklers. This invoice was clarified by Steve Olsen. Steve called Noah's from his home and he told them the HOA has another service to take care of it now. Mandi said that it should be a good job with Noah's, The midseason check is \$55 with Dragonfly who feels it will be ok to use Noah's. Jack moved, Linda seconded that we pay the bill to Noah. All approved



*Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large*

- \$873.45 bill from HOAM - Jack asked about the printing costs for the packets and Mandy explained Jack moved and Jeff seconded. All approved
- \$752. Jack moved and Linda seconded All approved.

New Business

- Board members nominated numerous addresses for the May Yard of the Month – Linda moved for 4652 N Farmstead Ct to be Yard of the Month for May and Jack seconded. All approved.
 - Steve told the board that a Certificate and \$50 cash gift has been awarded in the past for each monthly winner. Linda moved to continue the past practice that they give \$50 cash and Jack seconded. Jeff asked Linda to do the presentation to the winners. Ramona will print the Certificates.

Attendees' Comments

- Gary has a concern about the additional comments in the Special Meeting minutes being ambiguous and contradictory. Jeff said we will do a better job on minutes.
- Carol asked how often management company does inspections in the neighborhood..

Adjournment – Ramona moved and Kent seconded, all approved adjournment at 8:19 p.m.

Next Meeting Scheduled for Thursday, June 13, 2019 at 7:00 p.m.



*Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large*

2019 May Special Emergency Board Meeting
Bel Aire Senior Center/Library, Bel Aire, KS

Special Meeting Minutes

May 21, 2019

Call to Order and Introductions at 6:30pm

Board: Jeff Artz, Linda Scott, Jack Jones, Kent Hansen, Ramona Becker, Mandi Harris, HOA Management Services

Attendees: Steve Olsen, Alan Gnagy representing Yeisley, Loren Biggoose representing Wichita Grading and Drainage

Proof of Notice of Meeting – Posted on Website and emails to member list

Agenda –

Jeff opening the special meeting with the following statement: There were five companies submitting bids for the Board to review: Yeisley, Wichita Drainage and Grading, SLM, Twin Rivers and Dirt Lab. Jeff asked the two representatives present to give their analysis of the problem and the specificity of their bids. The Board spent an hour listening, asking and getting answers from the two representatives present. Yeisley had provided two options in their bid. Jeff thanked both for attending and they left the meeting. Then the Board spent another hour discussing in length the advantages and disadvantages of each bid with cost being a major consideration. Steve and Mandi were also involved in the discussions. Jack then moved and Ramona seconded that the Board, if in fact we decide to use the rock option, select Yeisley's Option A This was approved by a vote of 3 yes, 1 no, and 1 abstention.

Jack then moved and Kent seconded for adjournment. Motion passed 5-0.



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 June Board Meeting
Bel Aire City Hall Library

Minutes

June 13, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Kent Hansen, Ramona Becker, Jack Jones

Homeowner Attendees: Steve Olsen, Gary Young, Tony Walsh

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda – approved by the board

Approval of Minutes: Jack moved, Linda seconded – all approved

Officer's Reports and further definition of duties with each office

- President's Report – There will be no more draft minutes posted on website but only approved minutes.
- HOA Management Services Report – just follow up from last meeting, tree removed from spillway, got two responses for concrete bids out of five. They heard back from Sunflower. CC'd all the board on all the emails from members.
 - Jack asked if they were going to keep up the website and the answer is no
- Treasurer's Report
 - Budget Report \$45,387 in savings account and \$886.47 HOA bill for the month.
 - Jack moved Linda seconded to pay HOA Management. bill. Motion passed
 - Discussion about passing money to HOA Management Services so they can pay all the bills.
 - Mandi said they have a 9-month CD where our money will make more interest.
 - Jack moved, Jeff seconded to transfer \$25,000 into HOA Mutual of Omaha account – motion passed.
 - Dues update - fines and filing liens. – One past due for \$686, Brenda with the HOA Management Services will handle this.
- Secretary's Report – gave Kent a \$29.99 bill for the tape recorder that was already approved.
- Vice-President's Report –
 - Linda inquired about the trees being sprayed but company is behind with all the rain
 - Tree stump will be ground out as soon as schedule permits
- At-Large Report – There were four architectural approvals to sign

Report of Committees

- House and Grounds Control Committee – Linda Scott, chair
 - Linda called ArborMaster's about trees on front fence – trees are too mature to straighten and they recommend thinning Pear trees.
- Bylaws & Covenants Committee – Jeff asked the committee to meet before the next month board meeting and present recommendations to the board
- Social Committee – Jack and Ginger Koelling – Jeff would like for them to attend to the next board meeting and provide an update. Ramona said Jack had a new suggestion for the social.
- Playground Committee – no report
- Roofing Committee – Jack Jones – one new roof added in compliance with policy.

Unfinished Business)

- Linda Scott – Drainage Way - Discussion regarding concrete bids and alternative choices
- Jeff volunteered to stake a leaning Pine tree
- \$480 to thin out all the trees
 - Jack moved to trim the good trees – three Maples on east side and three good Pear Trees not leaning for a cost of \$330. Kent seconded. Motion passed 5-0. Mandi said they will mark them with tape.
- Linda suggests we may have an issue with the wall being compromised by trees too close to wall on both sides
 - Steve said a member was notified last year about the trees in his back yard.
- Linda discussed the latest two bids from Concrete companies.



Jeff Artz - President
 Linda Scott - Vice President
 Kent Hansen - Treasurer
 Ramona Becker - Secretary
 Jack Jones - At-Large

- Kent moved to accept SmithCon's bid for concrete if we decide to go with concrete, Jeff seconded. Motion approved 4-0 with one abstention.
- Jeff requested a contractor's meeting with both contractors invited to give the board another opportunity to review the two bids again in more detail and ask additional questions. Meeting tentatively scheduled for June 20 at 3:00pm. Mandi suggested separate times for contractors – 30 minutes each.

New Business

- Board vote on Yard of the Month – Montero's – 4881 Farmstead Court

Attendees' Comments – none

Adjournment – Linda moved, Ramona seconded. Motion passed at 8:23 pm

Next Meeting Scheduled for Thursday, July 11, 2019 at 7:00 p.m.

Kappelmans Bel Aire Heights Homeowners Association, INC
 Balance Sheet
 Transaction 05/31/2019

Assets	
<u>Cash Assets</u>	
Chisholm Trail State Bank-Checking	35,317.89
Community Association Bank-Checking	100.00
Chisholm Trail State Bank-Savings	45,498.67
Total Cash Assets	80,916.76
Total Assets	80,916.76
<u>Liabilities & Equity</u>	
<u>Equity</u>	
Retained Earnings	51,474.27
Net Income	29,442.49
Total Equity	80,916.76
Total Liabilities & Equity	80,916.76

Kappelmans Bel Aire Heights Homeowners Association, INC
 Statement of Revenue & Expense
 Transaction 5/1/2019 To 5/31/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HOA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
TOTAL Assessment Income	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
Income							
Bank Interest Income	0.00	0.00	0.00	7.68	0.00	7.68	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transfer/Initiation Fee	100.00	0.00	100.00	600.00	0.00	600.00	0.00
TOTAL Income	100.00	0.00	100.00	657.68	0.00	657.68	0.00
TOTAL Income	100.00	0.00	100.00	35,697.68	35,200.00	497.68	35,200.00
Expense							
Administrative							
Management Services	603.70	626.00	22.30	2,811.10	2,855.00	43.90	8,637.00
Website Maintenance	0.00	0.00	0.00	0.00	100.00	100.00	100.00
Postage	3.30	58.00	54.70	163.30	290.00	126.70	700.00
Printing/Reproduction	116.00	50.00	(66.00)	468.91	290.00	(178.91)	700.00
Tax Preps/RS Annual Rptc	60.00	0.00	(60.00)	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	23.21	100.00	76.79	100.00



Kappelman's

Bel Aire Heights Homeowner's Association Inc.

Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HCA Board Misc Expense	0.00	0.00	0.00	23.21	100.00	76.79	100.00
TOTAL Administrative	983.66	942.00	(41.66)	3,466.52	7,675.00	4,208.48	14,277.00
Capital Expenses							
Playground Fund-Capital I	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
Community Events							
New Neighbor/Contests	50.00	0.00	(50.00)	50.00	600.00	550.00	600.00
Annual Social	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
TOTAL Community Events	50.00	0.00	(50.00)	50.00	1,600.00	1,550.00	1,600.00
Insurance							
Liability/O&O Insurance	0.00	0.00	0.00	0.00	3,300.00	3,300.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	0.00	3,300.00	3,300.00	3,300.00
Landscaping							
Mowing	820.00	0.00	(820.00)	820.00	9,300.00	8,480.00	9,300.00
Grounds & Maintenance	1,437.47	0.00	(1,437.47)	1,542.47	700.00	(842.47)	700.00
TOTAL Landscaping	2,257.47	0.00	(2,257.47)	2,362.47	10,000.00	7,637.53	10,000.00
Repairs & General Maintenance							
General Repairs/Maintens	61.91	0.00	(61.91)	61.91	0.00	(61.91)	0.00
North Area Drainage	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00
TOTAL Repairs & General M.	61.91	0.00	(61.91)	61.91	10,000.00	9,938.09	10,000.00
Utilities							
Electric Utilities	29.00	29.00	(0.00)	157.85	145.00	(13.65)	350.00
Water Utilities	31.50	75.00	43.50	186.64	375.00	216.36	900.00
TOTAL Utilities	61.40	104.00	43.50	314.29	520.00	205.71	1,250.00
TOTAL Expense	3,414.44	1,046.00	(2,368.44)	6,255.10	36,085.00	31,838.81	45,427.00
Excess Revenue / Expense	(3,314.44)	(1,046.00)	(2,268.44)	29,442.49	(2,895.00)	32,337.49	(10,227.00)



Jeff Artz - President
Linda Scott - Vice President
Ben Relph Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 June Special Emergency Board Meeting
Drainage Way Project – Kappelman's Bel Aire Heights HOA
Meeting held at 4901 N. Highland

Minutes

Saturday June 29, 2019

Call to Order and Introductions at 11:00am

Board: Jeff Artz, Linda Scott, Ramona Becker, Jack Jones, Kent Hansen

Attendees: Steve Olsen, Tony Walsh, Ginger Koelling, Carol Jones Lydia Haugen, Rod Sondergard

Proof of Notice of Meeting – Posted on Website and emails to member list

- **President's Remarks**

The sole purpose of today's special board meeting is to make a decision on the rectification of the drainage issue at the north end of the pond. The board has received eight bids from seven different companies for such. Each company was invited to attend a board meeting to go over their bid and answer questions. Three companies chose to do so. This board takes our fiduciary responsibilities seriously and after reviewing the bids and our questions answered during our due diligence, the board has decided on either accepting the Option A bid from the Yeisley Company or that of the SmithCon Company, each with a different solution. Due to the extreme wet weather earlier this season, companies such as we are dealing with are behind on their work, and therefore time is of the essence for this board to make a decision, and get on a company's work schedule if we are to rectify the drainage problem before it gets even worse this year.

- Rod Sondergard gave a short presentation on his opinions and recommendations for the rectification of the drainage issue.
- Discussion by the board and attendees of both options.
- Jack moved to accept Smithcon, LLC bid and Jeff seconded. Motion passed three to one.

Adjournment: Motion to adjourn by Jack, seconded by Linda. Motion passed at 11:37am

Next scheduled meeting: July 11 at 7:00pm



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 July Board Meeting
Bel Aire City Hall Library

Minutes

July 11, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Ramona Becker, Kent Hansen, Jack Jones

Homeowner Attendees: Steve Olsen, Gary Young, Carol Dreifort, Jack and Ginger Koelling, Lydia Haugen

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda: Approved.

Approval of Minutes: June 13, 2019 Minutes and Special Meeting June 29, 2019 Jack moved, Linda seconded and motion passed.

Officer's Reports and further definition of duties with each office

- President's Report - This Board has been unusually busy since our last open board meeting with the rectification of the pond drainage issue. The board had previously voted to accept either a bid from a contractor with a rock option or a bid with another contractor with a concrete option. As this will be an expensive project for the HOA this year, the Board felt we needed to get additional information from both contractors before making a final decision. We invited both contractors for a meeting on June 20 to review their bids again and ask additional questions. Due to scheduling conflicts the meeting was rescheduled for June 27. One accepted and the other declined. Then a special board meeting was held on June 29 to discuss and vote on which company and option the HOA would use to rectify the drainage issue. The Board voted to accept a revised bid from SmithCon LLC with the concrete option. Work on the project should begin within the next several weeks. As a footnote, after the board accepted the SmithCon bid and before Yeisley could be contacted, Yeisley emailed the management company and stated their workload now would not have allowed them to complete our project this season.
- Social Committee – Jack and Ginger Koelling and Lydia Haugen – they had handouts with a detailed budget for just over \$1800. Jack said they knew was over budget. Steve suggested we might not need the porta potty as few used them last time in 2017. Jack noted several other areas that might allow for savings.
- Treasurer's Report
 - Budget Report – Kent got credit card approved if we need to use it. Money has been moved to HOAmangement Co. \$77147.19. \$9200.60 left at Chisholm Trail. Monthly bills like water and electric on drafts. Board discussed and want Kent to approve them so they will be paid on time.
 - Carol Dreifort asked for the final cost for the bridge rectification. \$16,950
 - Steve asked if we could provide a copy of the budget each month. Mandy said it is included in the report to the board and she can add that to the minutes.
 - Dues update - fines and filing liens.
- Secretary's Report – no report
- Vice-President's Report
 - 2 new residents moved in this month - Randa and Carrera
 - Mandy said another one contacted them today
 - Linda asked that the directory contain all the new names – Jeff said he wants a monthly update on it
- Management Company Report
 - 2 compliance inspections on the June 26 and the July 10, 33 letters mailed out, 16 letter for trash violations - Jack asked questions about the report. Some have documents attached with photos. It will say second notice twice rather than 3rd notice. Notices go to landowners rather than renters
 - Mandy said members have been good about responding and communicating
 - 4 responses made from the website emails

- Jeff asked Mandi when the neighborhood directory would be published. She did not know, and then Jeff asked her to report to the board at every meeting until it is published.
- At-Large Report
 - Architectural Approvals
 - Roger and Lori Theis - new roof in compliance with policy
 - Jeremy Smith Lean-to shed
 - Carol and John Dreifort repainting house
 - Luz Carrera and Serio Mangin -4950 Homestead - fence
 - Timothy Randa – new fence and 20 ft. flag pole
 - Compliance – done by Management Company

Report of Committees and President's Report

- House and Grounds Control Committee – Linda Scott, chair – Trees will be sprayed, trees on 45th to be trimmed (on front wall), trees sprayed for bugs
- Bylaws & Covenants – Steve Olsen - Committee work on the Covenants is now completed
 - Originally had 5 members who went thru covenants line by line and submitted results to Ken in Nov 2017. Ben Relph moved out of HOA and John Dreifort resigned so three remaining members went through the changes suggested by Management Company. We were satisfied with the results that Ken finally sent to us even though they were very late.
 - Remove Kappleman name from title of Association
 - Reduce Legalize
 - Updated to recent changes in KS law
 - Committee recommended ending relationship with Ken Dannenburg and use the attorney recommended by the Management Co.
 - Kent moved that we sever ties with KD and pursue a new attorney. Motion passed 4-0 with one abstention.
 - Jeff asked that the Management Co tell us how much it would cost to hire attorney suggested by Rodney Wright and ask that he attend our next meeting.
 - Mandy said they have a separate attorney that handles legal issues like fines and liens.
 - Jeff thinks it is a good idea for us to work on the by-laws ourselves before giving it to an attorney
 - Committee will address By-Laws to be ready for review by next meeting.
- Playground Committee no report
- Roofing Committee – Jack Jones stated all used approved materials.

Unfinished Business

- Linda Scott – Drainage Way Discussion
 - Linda reported on decision made to hire contractor with amended bid of \$16.950.

New Business

- Board vote on Yard of the Month – 4925 Highland this month.

Attendees' Comments - Gary Young was the only one left – he noted draft minutes still on website for last month

Adjournment - Ramona moved, Linda seconded – Motion passed at 8:29 pm

Next Meeting Scheduled for Thursday, August 8, 2019 at 7:00 p.m.



Kappelman's
Bel Aire Heights
Homeowner's Association Inc.

Jeff Artz - President
 Linda Scott - Vice President
 Kent Hansen - Treasurer
 Ramona Becker - Secretary
 Jack Jones - At-Large

Kappelmans Bel Aire Heights Homeowners Association, INC
Balance Sheet
 Transaction 06/30/2019

Assets		
<u>Cash Assets</u>		
Community Association Bank-Checking	22,378.47	
Chisholm Trail State Bank-Checking	9,261.91	
Chisholm Trail State Bank-Savings	45,506.81	
Total Cash Assets	<u>77,147.19</u>	
Total Assets		<u>77,147.19</u>
Liabilities & Equity		
<u>Equity</u>		
Retained Earnings	51,474.27	
Net Income	25,672.92	
Total Equity	<u>77,147.19</u>	
Total Liabilities & Equity		<u>77,147.19</u>

Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense

Transaction 6/1/2019 To 6/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HCA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
TOTAL Assessment Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>35,040.00</u>	<u>35,200.00</u>	<u>(160.00)</u>	<u>35,200.00</u>
Income							
Bank Interest Income	8.41	0.00	8.41	16.09	0.00	16.09	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transfer/Initiation Fee	100.00	0.00	100.00	700.00	0.00	700.00	0.00
TOTAL Income	<u>108.41</u>	<u>0.00</u>	<u>108.41</u>	<u>766.09</u>	<u>0.00</u>	<u>766.09</u>	<u>0.00</u>
TOTAL Income	<u>108.41</u>	<u>0.00</u>	<u>108.41</u>	<u>35,806.09</u>	<u>35,200.00</u>	<u>606.09</u>	<u>35,200.00</u>
Expense							
Administrative							
Management Services	803.70	826.00	22.30	3,614.80	3,681.00	66.20	6,637.00
Website Maintenance	0.00	0.00	0.00	0.00	100.00	100.00	100.00
Postage	36.20	58.00	21.80	139.50	348.00	208.50	700.00
Printing/Reproduction	46.57	58.00	11.43	515.48	348.00	(167.48)	700.00
Tax Prep/KS Annual Rptc	0.00	0.00	0.00	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00



Kappelman's

Bel Aire Heights Homeowner's Association Inc.

Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

HOA Board Misc Expense	29.99	0.00	(29.99)	53.20	100.00	46.80	100.00
TOTAL Administrative	916.48	942.00	25.54	4,382.58	8,617.00	4,234.02	14,277.00
Capital Expenses							
Playground Fund-Capital	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
Community Events							
New Neighbor/Contests	50.00	0.00	(50.00)	100.00	600.00	500.00	600.00
Annual Social	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
TOTAL Community Events	50.00	0.00	(50.00)	100.00	1,600.00	1,500.00	1,600.00
Insurance							
Liability/ D&O Insurance	1,677.00	0.00	(1,677.00)	1,677.00	3,300.00	1,623.00	3,300.00
TOTAL Insurance	1,677.00	0.00	(1,677.00)	1,677.00	3,300.00	1,623.00	3,300.00
Landscaping							
Mowing	1,025.00	0.00	(1,025.00)	1,845.00	9,300.00	7,455.00	9,300.00
Grounds & Maintenance	120.00	0.00	(120.00)	1,662.47	700.00	(962.47)	700.00
TOTAL Landscaping	1,145.00	0.00	(1,145.00)	3,507.47	10,000.00	6,492.53	10,000.00
Repairs & General Maintenance							
General Repairs/Maintena	0.00	0.00	0.00	61.91	0.00	(61.91)	0.00
North Area Drainage	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00
TOTAL Repairs & General M	0.00	0.00	0.00	61.91	10,000.00	9,938.09	10,000.00
Utilities							
Electric Utilities	30.14	26.00	(1.14)	167.70	174.00	(13.79)	356.00
Water Utilities	59.38	75.00	15.62	216.02	450.00	233.98	900.00
TOTAL Utilities	89.52	101.00	14.48	403.81	624.00	220.19	1,256.00
TOTAL Expense	3,877.88	1,046.00	(2,831.98)	10,133.17	39,141.00	29,907.83	45,427.00
Excess Revenue / Expense	(3,769.57)	(1,046.00)	(2,723.57)	25,672.92	(3,941.00)	29,613.92	(10,227.00)



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 August Board Meeting
Bel Aire City Hall Library

Minutes

August 8, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Kent Hansen, Ramona Becker, Steve Olsen, Jack Jones, Mandi Harris (HOA Management Services)

Homeowner Attendees: Fredic Shope, Gary Young, TR McLemore, Gail Coe

Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda – approved

Approval of Minutes –

Jack said that money on report at Chisholm Trail does not match what was on the report. Jeff asked that a correction be made to the minutes and minutes stand approved as corrected

Officer's Reports

- President's Report
 - Jeff stated that the board agreed to hire a new attorney. Jeff introduced Attorney Tim McLemore. Mr. McLemore shared his background and his HOA experience. He is more of a transaction type rather than a litigator.
 - Jeff asked about fees. \$500 retainer - \$275/hr. and to tell us about his most difficult case.
 - Asked how he works with updating covenants and Bylaws – he discourages rewriting the declaration. He feels it is hard to rewrite it then get it passed by the membership.
 - Steve asked if he uses a paralegal – he does for \$75/hr.
- Jeff called for an executive session and board returned at 7:23 pm.
 - Linda moved and Jack seconded to hire Tim McLemore as our attorney. Motion passed 4 to 1.
- Management Company Report
 - 26 compliance letters were sent out
 - Update on Neighborhood Directory – she is working on map of area and hopes to get back to us next week.
 - She read list of items that came in through email
 - 4857 N. Farmstead issue – Rodney Wright is handling this. It was discussed that we need to get tough with this member about violation.
 - Jack asked about dues that are still not paid. Board asked that action be taken. One of them already has a fine from last year.
- Treasurer's Report
 - Budget Report – see report at end of minutes.
- Secretary's Report – no report.
- Vice-President's Report
 - Welcoming New Members – Melissa Martinez, and Erin and Matthew Spurgeon,
- At-Large Report
 - Architectural Approvals need to be signed

Report of Committees and President's Report

- House and Grounds Control Committee – Linda Scott, chair



Jeff Artz - President
 Linda Scott - Vice President
 Kent Hansen - Treasurer
 Ramona Becker - Secretary
 Jack Jones - At-Large

- Bush hog ditch south of 47th St. – Bid for \$620 will take care of neighbor whose home is affected by tree overhang etc. Linda asked for bid to spray weeds in rocks at south end of lake. Steve said he would spray them with the spray leftover from last year.
 - SmithCon wants 25% down and they will commence last week of August or first of September.
 - Kent moved and Jack seconded that we accept the bid for \$620 to do the work south of the dam. Motion passed unanimously.
- Trimming of bushes.
- Bylaws & Covenants – next step report – Steve Olsen gave an overview of the changes to be made to the covenants.
 - Jeff commented that the work of the committee is appreciated.
- Social Committee – Jack and Ginger Koelling - plans proceeding – Jeff would like to have them here at the next meeting.
- Roofing Committee – Jack Jones - he caught one roof and got the paperwork on it.

Unfinished Business) – Kent asked about changing the date of the meetings to the third Thursday of the month.

New Business

- Board vote on Yard of the Month – Burrus – 4862 N Homestead Ct.
 - Linda moved Jack Seconded. Motion passed unanimously.

Attendees' Comments

- Gary is still worried about previous minutes that have draft written on them on the website and wondered about special meeting minutes for June. Jeff told Gary that the Board has decided not to post draft minutes and will not do it again.
- Gail Coe discussed the compliance letter they received and wants more communication and time to do the work in the fall.

Adjournment - Jack moved, Linda seconded for adjournment. Passed unanimously. Adjourned at 8:37 pm

Next Meeting Scheduled for Thursday, September 12, 2019 at 7:00 p.m.

Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 07/31/2019

Assets		
<u>Cash Assets</u>		
Community Association Bank-Checking	20,314.70	
Chisholm Trail State Bank-Checking	8,844.65	
Chisholm Trail State Bank-Savings	45,506.81	
<u>Total Cash Assets</u>	<u>74,666.16</u>	
<i>Total Assets</i>		<u><u>74,666.16</u></u>
Liabilities & Equity		
<u>Equity</u>		
Retained Earnings	51,474.27	
Net Income	23,191.89	
<u>Total Equity</u>	<u>74,666.16</u>	
<i>Total Liabilities & Equity</i>		<u><u>74,666.16</u></u>



Kappelman's
Bel Aire Heights
 Homeowner's Association Inc.

Jeff Artz - President
 Linda Scott - Vice President
 Kent Hansen - Treasurer
 Ramona Becker - Secretary
 Jack Jones - At-Large

Kappelmans Bel Aire Heights Homeowners Association, INC
 Statement of Revenue & Expense

Transaction 7/1/2019 To 7/31/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HOA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
TOTAL Assessment Income	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
Income							
Bank Interest Income	0.94	0.00	0.94	17.03	0.00	17.03	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transfer/Initiation Fee	0.00	0.00	0.00	700.00	0.00	700.00	0.00
TOTAL Income	0.94	0.00	0.94	767.03	0.00	767.03	0.00
TOTAL Income	0.94	0.00	0.94	35,807.03	35,200.00	607.03	35,300.00
Expense							
Administrative							
Management Services	805.70	826.00	22.30	4,418.50	4,507.00	88.50	6,537.00
Website Maintenance	179.88	0.00	(179.88)	179.88	100.00	(79.88)	100.00
Postage	(42.40)	56.00	100.40	97.10	406.00	308.90	700.00
Printing/Reproduction	33.06	56.00	24.52	548.50	406.00	(142.50)	700.00
Tax Prepaid Annual Recp	0.00	0.00	0.00	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	53.20	100.00	46.80	100.00
TOTAL Administrative	896.26	942.00	(42.26)	5,357.24	6,559.00	4,201.78	14,277.00
Capital Expenses							
Playground Fixed-Capital E	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
Community Events							
New Neighbor/Contests	150.00	0.00	(150.00)	290.00	600.00	350.00	600.00
Annual Social	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
TOTAL Community Events	150.00	0.00	(150.00)	290.00	1,600.00	1,350.00	1,600.00
Insurance							
Liability/D&O Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
Landscaping							
Mowing	620.00	0.00	(620.00)	2,665.00	9,300.00	6,635.00	9,300.00
Grounds & Maintenance	420.00	0.00	(420.00)	2,002.47	700.00	(1,382.47)	700.00
TOTAL Landscaping	1,240.00	0.00	(1,240.00)	4,747.47	10,000.00	5,252.53	10,000.00
Repairs & General Maintenance							
General Repairs/Maintena	0.00	0.00	0.00	61.91	0.00	(61.91)	0.00
North Area Drainage	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00
TOTAL Repairs & General	0.00	0.00	0.00	61.91	10,000.00	9,938.09	10,000.00
Utilities							
Electric Utilities	30.20	20.00	(10.20)	218.12	200.00	(18.12)	390.00



Kappelman's
Bel Aire Heights
Homeowner's Association, Inc.

Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense

Transaction 7/1/2019 To 7/31/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Water Utilities	87.38	75.00	(12.38)	303.40	525.00	221.60	900.00
TOTAL Utilities	117.71	104.00	(13.71)	521.52	728.00	206.48	1,250.00
TOTAL Expense	2,481.97	1,046.00	(1,435.97)	12,615.14	40,187.00	27,571.86	45,427.00
Excess Revenue / Expense	(2,481.03)	(1,046.00)	(1,435.03)	23,191.89	(4,987.00)	28,178.89	(10,227.00)



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 September Board Meeting
Bel Aire City Hall Library

Minutes

September 12, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Ramona Becker, Kent Hansen, Jack Jones, Mandi Harris, Homeowner Management Company

Attendees: Fred, Shope, Gary Young, Jack and Ginger Koelling, Connie and James Schmidt, Carol Dreifort

Proof of Notice of Meeting - Website posting, neighborhood signs, emails to member list

Approval of Agenda - Stand approved as written

Approval of Minutes - Stand approved as written

Officer's Reports and further definition of duties with each office

- President's Report -
 - Jeff signed Retainer Contract with Attorney MacLemore and directed him to proceed with review of covenants and bylaws.
 - Social Committee - Jack & Ginger Koelling - Jack gave an updated report on the plans for the October 5 Fall Festival
- Management Company Report
 - Accounting has questions about liens on two properties. We can collect lien without an attorney
 - Jack moved Linda seconded to move on two liens. Approved.
 - Do we want to use Superior for a collection company? Discussed but no action taken.
 - Send assessment every month for unpaid dues
 - 28 compliance issues - mostly trash cans. Two homes on Hedgerow leave trash out in front all the time - both are rentals. They have had 4 notices. Landlords have been notified. Jack suggested that we fine them. Discussed but no action taken.
 - 49th street member said they would replace the roof but now they say they can't afford to do the roof. They have had five years to replace roof so Jack suggested they just get 60 more days.
 - Removed tree on 47th Street. They don't want to remove stump but member is refusing. 2 letters to remove stump. Kent said the same thing is going to happen across the street. Kent said to be sure to put dates on all these issues.
 - Another stump on 47th street. He said the VA will come out and take care of it for him.
 - Mandi asked if we want to start getting bids for lawn care for next year.
- Treasurer's Report
 - Budget Report Expenses for last month \$1537, \$1611 for mowing etc. We will be close to budget on this. \$500 from fees from new owners.
 - Ramona moved to pay Linda's bill and Jack seconded. Approved.
- Secretary's Report
- Vice-President's Report
 - Linda went through the draft directory and proofed for corrections.
 - She reserved the library for the last 3 Thursday for each month: Oct 17th, Nov 21st, and Dec 19th
 - Welcoming New Members - got more materials for new members
 - Compliance Violations & Fines



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

- HOA Board Meetings - 3rd Thursday of the Month beginning in October
- At-Large Report
 - Four Architectural Approvals were approved and signed
 - Jack said SmithCon is supposed to start on work next week.

Report of Committees and President's Report

- House and Grounds Control Committee - Linda Scott, chair
 - Steve sprayed weeds at south end of pond.
 - Work was done on trimming near Driefort's house.
 - Need to touch up paint on benches before next year
 - Dragonfly has been talked to about grass around lake.
- Roofing Committee - Jack Jones
- Jeff talked to the Management Company about how other HOAs handle compliance issues. Jack put together a possible schedule that we can use as a standard for our compliance violations. (see attached)
 - Heidi said other covenants allow for the idea of fines per occurrence. She suggests liens be on a cases by case basis. \$50 is the standard amount.
 - This will save the HOA the attorney fees.
 - Fines will be accumulative
 - \$50, \$100, \$500 will be the schedule
 - Will make this enforcement policy and needs to be on next agenda
- Bylaws & Covenants - Attorney has sent several suggestions. McLemore has done work.
 - May not have time to get it ready for the Social. Will have it ready for next meeting.Jack got a bill from our former attorney for over \$900. It billed for two lien issues from former years.
Jack suggested we table it until next year.

Unfinished Business --

New Business

Board vote on Yard of the Month - Jack and Dianna McPhail at 4840 Homestead Ct

- **Attendees' Comments - James** asked about progress on bridge

Adjournment - Jack moved, Kent seconded. Approved at 8:27 p.m.

Next Meeting Scheduled for Thursday, October 17, 2019 at 7:00 p.m.



Kappelman's

Bel Aire Heights
Homeowner's Association, Inc.

Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 09/30/2019

Assets

Cash Assets

Community Association Bank-Checking	13,944.89
Chisholm Trail State Bank-Checking	8,726.01
Chisholm Trail State Bank-Savings	45,515.01

<u>Total Cash Assets</u>	<u>68,185.91</u>
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<i>Total Assets</i>	<u><u>68,185.91</u></u>
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Liabilities & Equity

Equity

Retained Earnings	51,474.27
Net Income	16,711.64

<u>Total Equity</u>	<u>68,185.91</u>
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<i>Total Liabilities & Equity</i>	<u><u>68,185.91</u></u>
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Kappelman's
Bel Aire Heights
 Homeowner's Association, Inc.

Jeff Artz - President
 Linda Scott - Vice President
 Kent Hansen - Treasurer
 Ramona Becker - Secretary
 Jack Jones - At-Large

Kappelmans Bel Aire Heights Homeowners Association, INC
 Statement of Revenue & Expense

Transaction 9/1/2019 To 9/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HOA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
TOTAL Assessment Income	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
Income							
Bank Interest Income	8.82	0.00	8.82	26.63	0.00	26.63	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transfer/Initiation Fee	0.00	0.00	0.00	1,200.00	0.00	1,200.00	0.00
TOTAL Income	8.82	0.00	8.82	1,276.63	0.00	1,276.63	0.00
TOTAL Income	8.82	0.00	8.82	36,316.63	35,200.00	1,116.63	35,200.00
Expense							
Administrative							
Management Services	803.70	826.00	22.30	6,025.90	6,159.00	133.10	8,637.00
Website Maintenance	0.00	0.00	0.00	298.52	100.00	(198.52)	100.00
Postage	20.75	58.00	37.25	176.50	522.00	345.50	700.00
Printing/Reproduction	25.69	58.00	32.31	600.50	522.00	(78.50)	700.00
Tax Prep/KS Annual Reprc	0.00	0.00	0.00	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	500.00	2,500.00	2,000.00	2,500.00
Lien/Collection Services	242.00	0.00	(242.00)	272.00	0.00	(272.00)	0.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	53.20	100.00	46.80	100.00
TOTAL Administrative	1,092.14	942.00	(150.14)	7,986.62	11,443.00	3,456.38	14,277.00
Capital Expenses							
Playground Fund-Capital F	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
Community Events							
New Neighbor/Contests	53.59	0.00	(53.59)	303.59	600.00	296.41	600.00
Annual Social	460.25	0.00	(460.25)	460.25	1,000.00	539.75	1,000.00
TOTAL Community Events	513.84	0.00	(513.84)	763.84	1,600.00	836.16	1,600.00
Insurance							
Liability/ D&O Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
Landscaping							
Mowing	1,025.00	0.00	(1,025.00)	4,510.00	9,300.00	4,790.00	9,300.00
Grounds & Maintenance	951.50	0.00	(951.50)	3,825.85	700.00	(3,125.85)	700.00
TOTAL Landscaping	1,976.50	0.00	(1,976.50)	8,335.85	10,000.00	1,664.15	10,000.00
Repairs & General Maintenance							
General Repairs/Maintena	48.80	0.00	(48.80)	110.71	0.00	(110.71)	0.00
North Area Drainage	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00
TOTAL Repairs & General M	48.80	0.00	(48.80)	110.71	10,000.00	9,889.29	10,000.00
Utilities							



Kappelman's
Bel Aire Heights
Homeowner's Association, Inc.

Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense

Transaction 9/1/2019 To 9/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Electric Utilities	30.11	29.00	(1.11)	278.34	261.00	(17.34)	350.00
Water Utilities	93.51	75.00	(18.51)	452.63	675.00	222.37	900.00
TOTAL Utilities	123.62	104.00	(19.62)	730.97	936.00	205.03	1,250.00
TOTAL Expense	3,754.90	1,046.00	(2,708.90)	19,604.99	42,279.00	22,674.01	45,427.00
Excess Revenue / Expense	(3,746.08)	(1,046.00)	(2,700.08)	16,711.64	(7,079.00)	23,790.64	(10,227.00)



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 OCTOBER Board Meeting
Bel Aire City Hall Library

Minutes

October 17, 2019

Call to Order and Introductions

Board: Jeff Artz, Linda Scott, Ramona Becker, Kent Hansen, Jack Jones, Mandi Harris, Heidi Dunbar, HOA Management Company

Homeowner Attendees: Steve Olsen, Fred Shope, James Schmidt, Carol Dreiling, Jack and Ginger Knolling

Proof of Notice of Meeting - Website posting, neighborhood signs, emails to member list

Approval of Agenda - Stand approved as written

Approval of Minutes - Jeff requested two changes under Management Company report to: discussed with no action. Minutes approved with requested changes.

Officer's Reports

- President's Report
 - Jeff recognized Jack and Ginger Knolling for their outstanding work on our fall festival and ask them to give us an after action report
 - Jack & Ginger Koelling - (See attached Event Report) - suggested that we investigate demographics of neighborhood before planning the next party as to the percentages of children. Jeff also wanted to recognize, Jack Jones and Garrett Scott for all the work they did setting up, cooking hot dogs and taking down tables etc.
- Management Company Report - Mandi gave report
 - Nov 1 all late notices will be sent out
 - What about payment for bridge and bench work? Linda said the new people did a good job. There was an additional charge. Management Company asked if they had approval to pay for the bridge bench work. Jeff noted that the bridge on west side of lake also needs to be painted. Jack moved and Linda seconded that a bid be obtained for additional work and all bills be paid.
 - Accent Lighting found two photocells that need to be replaced in entryway and would be another hour and a half. Bill \$201. Additional needed. Jack moved and Linda seconded to pay the additional costs
 - Compliance letters were again mostly trash cans.
 - Only had one bid returned so far for next year's lawn care for the HOA. Jeff wants a minimum of 3 bids.
 - About 25 directories were handed out at the Social. Jeff asked for the plan to finish distribution. Kent will ask his neighbors if their kids have a need for service job. Jack suggested paying the Smith children if Kent's idea does not pan out.
- Treasurer's Report
 - Budget Report - Recommendations for 2020 Budget
 - Bill from Previous Attorney to be discussed in Executive Session.

- Kent reported balance of \$68,185.91 – (see attached report). Jeff suggested that we discuss next year’s budget at our next meeting
- Secretary’s Report – no report
- Vice-President’s Report
 - Welcoming New Members – Linda delivered HOA material to new resident on Farmstead, Nathan and Lora Dix
- At-Large Report
 - Jack has one new paint job for Roger and Lori Theis, 4630 N. Farmstead Ct. but he did not bring form will do next time.
- House and Grounds Control Committee – Linda Scott, chair
 - Contractor has forms in and were supposed to pour today but will do tomorrow. Jack said that the plan changed as they could not pound rock into ground due to existing rock in ground. Excess rock will be hauled away instead.
 - Linda noted the carpet had been damaged so severely it can’t be reused. She moved that we buy new carpet for up to \$75 and pay Tony \$50 to replace it. Jeff seconded. Motion passed.
- Bylaws & Covenants – Proposed Changes –
 - Committee submitted Recommendations in July. New attorney responded and said he has no objections to any of committee recommendations. HOA mgmt. will combine and refine committees changes and give to Tim McLemore for final review
 - Jeff got a bill for \$1,870 for work done so far. \$935 balance now due.
 - Heidi and committee will merge Tim’s comments with other suggestions to streamline the process. The committee will resent to the board before sending to McLemore.
 - Jack moved and Linda seconded to pay Tim MacLemore the bill he summited. Motion passed.
 - Jeff asked about the Dannenberg bill and that Board go into Executive session,
- Roofing Committee – Jack Jones

New Business

- James Schmidt presented a proposal to create a pet memorial sign at the pond area. He had received bids for the materials and requested the Board purchase the sign materials and that the individual homeowners who wanted to place their pets' names on the memorial sign would pay the nominal cost of \$4 for each name tag.
- Jeff moved the pet memorial proposal by James Schmidt with a cost of the bid of \$159.06 for the memorial sign and the bid of \$321.18 for steel post, hardware and delivery be approved and furthermore a pet memorial committee be created consisting of James Schmidt, Linda Scott and Jeff Artz to oversee and implement this project. Linda seconded. Discussion followed. Motion passed.

Unfinished Business

- Smithcon/Drainage Way Updates – Linda reported that work will be progressing soon
 - Bridge/Benches – Pond Area – this work has been completed
 - 2020 Mowing Bids – Mgmt. Company will begin to solicit bids.
- Jeff moved and Linda seconded to go into Exec session. 8:10 -8:28 – no action was taken.
- Jack moved and Linda seconded that the proposed fine policy be approved – motion passed.
- Kent moved that we pay \$180 for 3 lien releases and additional \$300 for work done and have Mgmt. Company pay the bill. Linda seconded. Motion passed.

- Jack moved that we go ahead and fine members who are in violation after 2nd notice. Linda seconded. Motion passed
- Jack moved and Linda seconded that we raise 2020 dues to \$184. Motion passed.

Attendees' Comments

- Carol Dreifort said Dragonfly had bashed into one of their posts at their house. Mandi said the Mgmt. Company will contact Dragonfly about it. Carol also mentioned the lack of grass on the south side of the damn under the trees.
- Steve Olsen suggested shutting water off in winter to save money.

Session Adjournment -

- Jack moved and Linda seconded that we adjourn at 8:47 pm. Motion passed.

Next Meeting Scheduled for Thursday, November 21, 2019 at 7:00 p.m.

Attachments

Bel Aire Heights 2019 Fall Social & Chili Cook Off - Expense Summary

Date Prepared: 10/16/2019

Category	Item	2019 Actual	Due Jack K	Paid by HOA	Comments
Food	Hot Dogs/Buns	69.66	69.66		160 Hot Dogs purchased & 80 served. The remaining 80 were donated to the Childrens Home
Food	Chips	27.91	27.91		100 chip bags purchased & served. The 50 remaining was donated to the Childrens Home
Food	Tableware	28.44	28.44		We Used approx 1/2 Plates/Bowls/Forks etc.
Food	Condiments/Ice	76.00	76.00		Cheese/Ketchup/Mustard/Relish donated to the Childrens Home
Food	Chili Contest Prize	70.00	70.00		Tie for 1st and 2nd places - awarded 1st to Lydia Haugen and Shenel Smith and 2nd to Bethany Schroder (Kent Hansen was not eligible)
Food	Beverage Cooler Rental	35.25		35.25	Jack Pd \$35.35 and was reimbursed by Mgmt Co
	Food Sub Total -	307.26	272.01	35.25	
Entertainment	Big Sky Bounce House	429.20		429.20	
Entertainment	Face It	200.00	20.00	180.00	Jack Pd \$25 Deposit and was reimbursed by Mgmt Co. \$155 Chk from Mgmt Co was delivered to artist. Jack tipped the face painter \$20
Entertainment	Helium Balloons	33.30	33.30		50 Helium Baloons
	Entertainment Sub Total -	662.50	53.30	609.20	
Advertising	FedEx Printing of Flyers	104.81	104.81		325 Flyers
Advertising	35 Yard Signs	91.94	91.94		32 Yard Signs are in reusable condition.
	Advertising Sub Total -	196.75	196.75	0.00	
Misc	Name Tags	21.91	21.91		
	Grand Total -	1,188.42	543.97	644.45	
	Approximate Attendance	86			
	Approx Per Person Exp	\$14			

Prepared by: Jack Koelling

Bel Aire Heights 2020 Budget

Categories	2019 Actuals YTD 9/25	2019 Proposed Budget	2020 Proposed Budget
(30 Twin Homes @ \$80 & 205 Single Homes @ \$160)	\$35,040.00	\$35,200.00	\$40,480.00
Other Income (Interest/Transfer Fees, etc.)	\$1,267.81	\$530.00	
Income Totals	\$36,307.81	\$35,730.00	\$40,480.00
Management Services	\$6,025.90	\$6,159.00	\$9,645.00
Website Maintenance	\$298.52	\$100.00	\$300.00
Postage	\$176.50	\$522.00	\$400.00
Printing/Reproduction	\$600.50	\$522.00	\$800.00
Tax Prep/KS Annual Report	\$60.00	\$40.00	\$60.00
Legal/Corporate Fees	\$500.00	\$2,500.00	\$2,500.00
Lien/Collection Services	\$30.00	\$0.00	\$0.00
Audit of Books	\$0.00	\$2,500.00	\$2,500.00
HOA Board Misc. Expense	\$53.20	\$100.00	\$100.00
2019 Capital Projects-Playground Fund	\$0.00	\$5,000.00	\$5,000.00
New Neighbor/Contests	\$303.59	\$600.00	\$600.00
Annual Social	\$460.25	\$1,000.00	\$1,500.00
Liability/ D&O Insurance	\$1,677.00	\$3,300.00	\$3,300.00
Mowing	\$4,510.00	\$9,300.00	\$11,000.00
Grounds & Maintenance	\$3,825.85	\$700.00	\$2,000.00
General Repairs/Maintenance	\$61.91	\$0.00	\$200.00
North Area Drainage	\$0.00	\$10,000.00	\$0.00
Electric Utilities	\$278.34	\$261.00	\$400.00
Water Utilities	\$452.63	\$675.00	\$700.00
Expenses Totals	\$19,314.19	\$43,279.00	\$41,005.00
Income:	\$36,307.81	\$35,730.00	\$40,480.00
Expenses:	\$19,314.19	\$43,279.00	\$41,005.00
Profit/Loss:	\$16,993.62	(\$7,549.00)	(\$525.00)

Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 09/30/2019

Assets

Cash Assets

Community Association Bank-Checking	13,944.89
Chisholm Trail State Bank-Checking	8,726.01
Chisholm Trail State Bank-Savings	45,515.01

Total Cash Assets 68,185.91

Total Assets 68,185.91

Liabilities & Equity

Equity

Retained Earnings	51,474.27
Net Income	16,711.64

Total Equity 68,185.91

Total Liabilities & Equity 68,185.91

Kappelmans Bel Aire Heights Homeowners Association, INC

Statement of Revenue & Expense

Transaction 9/1/2019 To 9/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HOA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
TOTAL Assessment Income	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
Income							
Bank Interest Income	8.82	0.00	8.82	20.83	0.00	20.83	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transferral Fee	0.00	0.00	0.00	1,200.00	0.00	1,200.00	0.00
TOTAL Income	8.82	0.00	8.82	1,270.83	0.00	1,270.83	0.00
TOTAL Income	8.82	0.00	8.82	36,310.83	35,200.00	1,110.83	35,200.00
Expense							
Administrative							
Management Services	803.70	830.00	22.30	6,025.00	6,150.00	133.10	8,037.00
Website Maintenance	0.00	0.00	0.00	298.52	100.00	(198.52)	100.00
Postage	20.75	55.00	37.25	176.50	522.00	345.50	700.00
Printing/Reproduction	25.69	59.00	32.31	600.50	520.00	(78.50)	700.00
Tax Prep/RS Annual Rpt	0.00	0.00	0.00	80.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	500.00	2,500.00	2,000.00	2,500.00
Liens/Collection Services	242.00	0.00	(242.00)	272.00	0.00	(272.00)	0.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	53.20	100.00	46.80	100.00
TOTAL Administrative	1,092.14	942.00	(150.14)	7,986.62	11,445.00	3,458.38	14,277.00
Capital Expenses							
Playground Fund-Capital I	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expense	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
Community Events							
New Neighbor/Condos	53.58	0.00	(53.58)	303.50	600.00	296.41	600.00
Annual Social	460.25	0.00	(460.25)	460.25	1,000.00	539.75	1,000.00
TOTAL Community Events	513.84	0.00	(513.84)	763.74	1,600.00	836.16	1,600.00
INSURANCE							
Liability/O&D Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	1,677.00	3,300.00	1,623.00	3,300.00
Landscaping							
Mowing	1,025.00	0.00	(1,025.00)	4,510.00	6,300.00	4,790.00	8,300.00
Grounds & Maintenance	951.50	0.00	(951.50)	3,625.00	700.00	(3,125.85)	700.00
TOTAL Landscaping	1,976.50	0.00	(1,976.50)	8,135.00	10,000.00	1,664.15	10,000.00
Repairs & General Maintenance							
General Repairs/Maintenance	48.80	0.00	(48.80)	110.71	0.00	(110.71)	0.00
North Area Drainage	0.00	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00
TOTAL Repairs & General M	48.80	0.00	(48.80)	110.71	10,000.00	9,889.29	10,000.00
Utilities							

Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense

Transaction 9/1/2019 To 9/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	Annual
Electric Utilities	30.11	29.00	(1.11)	278.34	261.00	(17.34)	350.00
Water Utilities	93.51	75.00	(18.51)	452.63	675.00	222.37	600.00
TOTAL Utilities	123.62	104.00	(19.62)	730.97	936.00	205.03	1,250.00
TOTAL Expense	3,754.90	1,040.00	(2,704.90)	10,904.88	42,279.00	22,674.01	45,427.00
Excess Revenue / Expense	(3,746.98)	(1,040.00)	(2,700.00)	16,711.64	(7,079.00)	23,790.64	(10,227.00)

Check Register

Check Date 9/10/2019 To 9/30/2019 11:59:00 PM

Kappelmans Bel Aire Heights Homeowners Association, INC

Community Association Bank-Checking

EFT	DATE	DESCRIPTION	AMOUNT	STATUS	PAID
EFT	9/10/2019	CITY OF BEL AIRE 6300 Water Utilities 4900 N HEDGEROW ST	93.51	Operating	PAID
EFT	9/20/2019	WESTAR ENERGY, INC. 6300 Electric Utilities 5830 E 45TH SIGN H	30.11	Operating	PAID
1011 Inv. # 056892	9/5/2019	Big Sky Party Rentals LLC 6310 Annual Social BOUNCY HOUSE RENTALS FOR HOA NEIGHBORHOOD PARTY	400.00	Operating	PAID
1012 Inv. # 116888	9/5/2019	HOA MANAGEMENT, LLC 6001 Management Services MONTHLY MANAGEMENT FEE 6010 Postage POSTAGE REIMBURSEMENT 6020 Printing/Reproduction COPIES REIMBURSEMENT	850.14	Operating	PAID
1013 Inv. # 026362	9/5/2019	Dragonfly Lawn & Tree LLC 6600 Mowing WEEKLY MOWING-(45TH ST FRONTAGE, LAKE COMMONS & NE RESERVE, DAM) AUGUST 1,8,15,22,29 6605 Grounds & Maintenance BI-WEEKLY WEEDING 3 FRONT LANDSCAPE BEDS- AUGUST 2, 9, 30 6605 Grounds & Maintenance BRUSH HOG INTERIOR OF DITCH & REMOVE ALL DEBRIS 6605 Grounds & Maintenance REMOVED MULBERRY TREE/SHRUB & GRIND STUMPS, TRIMMED EUONYMUS, TRIMMED MULBERRY TREE, & REMOVED W.L. TREE STUMP	1,975.50	Operating	PAID
1014	9/16/2019	Linda Scott 6300 New Neighbor/Concess PLAYING CARDS X7, GIFT BAG X7, STATIONARY ITEMS, VEGETABLE SEEDS X3, COV. BYLAWS	53.59	Operating	PAID
1015 Inv. # 11854-3	9/16/2019	Jack Koelling 6310 Annual Social REIMBURSE FOR \$25 DEPOSIT-JUST FACE IT 6310 Annual Social REIMBURSE FOR WATER COOLER X4- THE TABLE GLYS	60.25	Operating	PAID
1016 Inv. # 116718	9/27/2019	HOA MANAGEMENT, LLC 6100 Lien/Collection Services LIEN X2	242.00	Operating	PAID
1017 Inv. # 116719	9/27/2019	HOA MANAGEMENT, LLC 7000 General Repairs/Maintenance REPAIR & PAINT EVENT SIGN- LABOR & MATERIALS	48.80	Operating	PAID

Check Register

Check Date 9/1/2019 To 9/30/2019 11:50:00 PM

Kappelmans Bel Aire Heights Homeowners Association, INC

Total	3,754.00
Voided	0.00
Community Association Bank-Checking TOTAL \$	3,754.00

Bel Aire Heights 2020 Budget

Categories	2019 Projected Year End	2019 Proposed Budget	2020 Proposed Budget
Annual Dues Income (30 Twin Homes @ \$92 & 205 Single Homes @ \$184)	\$35,040.00	\$35,200.00	\$40,480.00
Other Income (Interest/Transfer Fees, etc.)	\$1,267.81	\$530.00	
Income Totals	\$36,307.81	\$35,730.00	\$40,480.00
Management Services	\$8,437.00	\$6,159.00	\$9,645.00
Website Maintenance	\$298.52	\$100.00	\$300.00
Postage	\$245.00	\$522.00	\$400.00
Printing/Reproduction	\$694.76	\$522.00	\$800.00
Tax Prep/KS Annual Report	\$60.00	\$40.00	\$60.00
Legal/Corporate Fees	\$1,915.00	\$2,500.00	\$2,500.00
Lien/Collection Services	\$272.00	\$0.00	\$0.00
Audit of Books	\$0.00	\$2,500.00	\$2,500.00
HOA Board Misc. Expense	\$65.01	\$100.00	\$100.00
2019 Capital Projects-Playground Fund	\$0.00	\$5,000.00	\$10,000.00
New Neighbor/Contests	\$400.00	\$600.00	\$600.00
Annual Social	\$1,159.22	\$1,000.00	\$1,500.00
Liability/ D&O Insurance	\$3,241.00	\$3,300.00	\$3,300.00
Mowing	\$6,250.00	\$9,300.00	\$11,000.00
Grounds & Maintenance	\$4,060.85	\$700.00	\$2,000.00
General Repairs/Maintenance	\$1,605.00	\$0.00	\$200.00
North Area Drainage	\$17,112.45	\$10,000.00	\$0.00
Electric Utilities	\$369.68	\$261.00	\$400.00
Water Utilities	\$695.80	\$675.00	\$700.00
Expenses Totals	\$46,881.29	\$43,279.00	\$46,005.00
Income:	\$36,307.81	\$35,730.00	\$40,480.00
Expenses:	\$46,881.29	\$43,279.00	\$46,005.00
Profit/Loss:	(\$10,573.48)	(\$7,549.00)	(\$5,525.00)



*Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large*

2019 NOVEMBER Board Meeting
Bel Aire City Hall Library

Minutes

November 21, 2019

Call to Order and Introductions Board: Jeff Artz, Linda Scott, Kent Hansen, Ramona Becker, Jack Jones

Homeowner Attendees: Fred Shope, Carol Dreifort, Gary Young

Proof of Notice of Meeting: Website posting, neighborhood signs, emails to member list

Approval of Agenda: Approved

Approval of Minutes: Approved

Officer's Reports:

- **President's Report** – Jeff addressed the upcoming election of new officers at the annual meeting in January. He referred to his blast mail on the 10th of Nov and his upcoming remarks in the next newsletter to be sent out next month soliciting nominations for next year's board. Jeff then reviewed Bylaws Article IV Sec 1 and Article VI Sec 1 and stated as Chairman of the Nominating Committee he will place on the ballot any member willing to serve on next year's board. If there are not enough members on the ballot to fill the number of vacancies, then those members attending the annual meeting will nominate candidates from the floor prior to the actual voting. Jeff then stated he has other remarks but will be addressed in the upcoming agenda items.
- **Management Company Report** –
 - Late notices for dues were mailed November 1st .
 - Liens were processed for two different addresses that were due to expire.
 - The brackets for the Pet Memorial sign have been received from Metalcraft and delivered to James Schmidt.
 - Fall Newsletter was emailed to all homeowners. There were several returned emails due to bad addresses. We have corrected this issue.
 - Tim McLemore has sent his final revisions to the board which I have forwarded to Steve Olsen.
- **Treasurer's Report**
 - Budget Report – see budget report attached
 - Recommendations for 2020 Budget – Kent presented to board.
- **Secretary's Report** - no report
- **Vice-President's Report**
 - Welcoming New Members
 - Joni Mann on 4445 Hedgerow, Keith & Lori Kephart at 4925 N Highland
 - Linda talked to new members at 4445 N. Hedgerow and 4925 Highland
 - Directories delivered by volunteers secured by Kent
- **At-Large Report**
 - Architectural Approvals 4 need to be signed

- o 4875 N Homestead, Max and Dawn Jester – driveway extension
- o 4935 N Highland, Larry and Monica Williams – garden shed
- o 4630 N Farmstead Ct., Roger and Laurie Theis – Paint exterior of house and garden shed
- o 4838 N Hedgerow, Vicki Anderson - replace deck.
- **Report of Committees and President’s Report**
 - o Jeff gave report for Pet Memorial Committee -- Chair James Schmidt and his wife could not be at meeting. Cost to participants will be \$4 per pet name. James has installed sign post and sign will be done in a week
 - James will collect money for names of pets to be added. Contact James or Jeff to add a pet’s name.
 - A family volunteered to purchase a Malus Prairie Fire Crab Apple Tree to plant by the sign.
 - o Jeff got an email from Steve Olsen that Steve and Julie and Tony Walsh got the Christmas lights up on the front entrance.
- House and Grounds Control Committee – Linda Scott, chair
 - o Linda named Halloween Decorations contest winners
 - 1st Place - Houchin - 4864 N. Farmstead, 2nd Place – Jaquis - 4868 N. Farmstead
 - Honorable Mention - Swanson – 4700 N. Farmstead, & Jacobs - 5706 East 49th Street N.
 - o We are ready for the final mowing and trimming for the year coming up
 - o Tony Walsh replaced damaged carpet on north bridge
 - He will also sand down and repaint south bridge and add new carpet
 - o Sprinklers were turned off by Dragonfly and they submitted proposal for next year
 - o Work has been completed by Smithcon for the waterway project
 - Sidewalks repaired
 - Wheat planted on soil
- Roofing Committee – Jack Jones - no report
 - Bylaws & Covenants – Proposed Changes –
 - Discussed and no action taken.

Unfinished Business

- Smithcon/Drainage Way Updates - sidewalks repaired, wheat grass planted by Kent and Kempfs

New Business

- 2020 Mowing Bids – Mandi and Jeff said that so far we have 3 bids for mowing next year.
 - o Dragonfly is about slightly higher this year than last.
 - o Linda moved that we accept the Dragonfly bid and Jack seconded. Kent volunteered to do the weeding and mulching that would save money. Motion failed.
- Nominating committee - Nov. 20 Jeff sent a blast email to members and put an item in the newsletter asking for people to serve on next year’s board. He said he has only had one volunteer for the ballot so far.
- Mandi said the mailing for dues and annual meeting need to go out by Dec. 15. We need to send letter out prior regarding the raising of dues to \$180.00.
- Board would like another newsletter to go out in Dec. Board should send input to Mandi by Dec 13.

- Jack asked about compliance. Mandi said they have not heard from Alams. Jack asked about fines. Two homes are working with VA to get assistance to rectify issues.

Attendees' Comments - all attendee's said they thought the board were doing a good job.

Executive Session - none needed

Adjournment - Ramona moved and Kent seconded - Motion passed

Next Meeting Scheduled for Thursday, December 19, 2019 at 7:00 p.m.

Kappelmans Bel Aire Heights Homeowners Association, INC
Balance Sheet
 Transaction 11/30/2019

Assets		
<u>Cash Assets</u>		
Community Association Bank-Checking	6,382.50	
Chisholm Trail State Bank-Checking	8,726.01	
Chisholm Trail State Bank-Savings	27,015.01	
<u>Total Cash Assets</u>	<u>42,123.52</u>	
<i>Total Assets</i>		<u><u>42,123.52</u></u>
Liabilities & Equity		
<u>Equity</u>		
Retained Earnings	51,474.27	
Net Income	(9,350.75)	
<u>Total Equity</u>	<u>42,123.52</u>	
<i>Total Liabilities & Equity</i>		<u><u>42,123.52</u></u>

Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense
 Transaction 11/1/2019 To 11/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HOA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
<u>TOTAL Assessment Income</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>35,040.00</u>	<u>35,200.00</u>	<u>(160.00)</u>	<u>35,200.00</u>
Income							
Bank Interest Income	0.63	0.00	0.63	27.84	0.00	27.84	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transfer/Initiation Fee	0.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00
<u>TOTAL Income</u>	<u>0.63</u>	<u>0.00</u>	<u>0.63</u>	<u>1,577.84</u>	<u>0.00</u>	<u>1,577.84</u>	<u>0.00</u>
<u>TOTAL Income</u>	<u>0.63</u>	<u>0.00</u>	<u>0.63</u>	<u>36,617.84</u>	<u>35,200.00</u>	<u>1,417.84</u>	<u>35,200.00</u>
Expense							
Administrative							
Management Services	803.70	826.00	22.30	7,633.30	7,811.00	177.70	8,637.00
Website Maintenance	0.00	0.00	0.00	298.52	100.00	(198.52)	100.00
Postage	19.70	58.00	38.30	220.57	638.00	417.43	700.00
Printing/Reproduction	30.47	58.00	27.53	664.76	638.00	(26.76)	700.00
Tax Prep/KS Annual Reprc	0.00	0.00	0.00	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	1,915.00	2,500.00	585.00	2,500.00
Lien/Collection Services	0.00	0.00	0.00	272.00	0.00	(272.00)	0.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	65.01	100.00	34.99	100.00
<u>TOTAL Administrative</u>	<u>853.87</u>	<u>942.00</u>	<u>88.13</u>	<u>11,129.16</u>	<u>13,327.00</u>	<u>2,197.84</u>	<u>14,277.00</u>

Capital Expenses

Playground Fund-Capital f	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00

Community Events

New Neighbor/Contests	50.00	0.00	(50.00)	353.59	600.00	246.41	600.00
Annual Social	0.00	0.00	0.00	1,159.22	1,000.00	(159.22)	1,000.00
TOTAL Community Events	50.00	0.00	(50.00)	1,512.81	1,600.00	87.19	1,600.00

Insurance

Liability/ D&O Insurance	0.00	0.00	0.00	3,241.00	3,300.00	59.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	3,241.00	3,300.00	59.00	3,300.00

Landscaping

Mowing	910.00	0.00	(910.00)	6,240.00	9,300.00	3,060.00	9,300.00
Grounds & Maintenance	415.00	0.00	(415.00)	4,330.85	700.00	(3,630.85)	700.00
TOTAL Landscaping	1,325.00	0.00	(1,325.00)	10,570.85	10,000.00	(570.85)	10,000.00

Repairs & General Maintenance

General Repairs/Maintena	547.16	0.00	(547.16)	1,445.49	0.00	(1,445.49)	0.00
North Area Drainage	12,874.95	0.00	(12,874.95)	17,112.45	10,000.00	(7,112.45)	10,000.00
TOTAL Repairs & General M	13,422.11	0.00	(13,422.11)	18,557.94	10,000.00	(8,557.94)	10,000.00

Utilities

12/5/2019 9:40:00 AM

Page 1 of 2

Kappelmans Bel Aire Heights Homeowners Association, INC

Statement of Revenue & Expense

Transaction 11/1/2019 To 11/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Electric Utilities	30.04	29.00	(1.04)	339.03	319.00	(20.03)	350.00
Water Utilities	77.22	75.00	(2.22)	617.80	825.00	207.20	900.00
TOTAL Utilities	107.26	104.00	(3.26)	956.83	1,144.00	187.17	1,250.00
TOTAL Expense	15,758.24	1,046.00	(14,712.24)	45,968.59	44,371.00	(1,597.59)	45,427.00
Excess Revenue / Expense	(15,757.61)	(1,046.00)	(14,711.61)	(9,350.75)	(9,171.00)	(179.75)	(10,227.00)



*Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large*

2019 DECEMBER Board Meeting
Bel Aire City Hall Library

Minutes

December 19, 2019

Call to Order and Introductions Board: Jeff Artz, Linda Scott, Ramona Becker, Kent Hansen, Jack Jones
Homeowner Attendees: Steve Olsen, Gary Young, Carol Dreifort, Jen Lillibridge, HOA Mgmt. representative
Proof of Notice of Meeting – Website posting, neighborhood signs, emails to member list

Approval of Agenda - approved

Approval of Minutes Jack moved, Kent seconded. Motion passed

Officer's Reports and further definition of duties with each office

- President's Report - (see below)
 - Jeff commented on the confusion for the notification of tonight's meeting. The consensus of the Board and Mgmt. Co that previous notifications were adequate to meet the requirement.
- Management Company Report – Jen Lillibridge represented the HOA Mgmt. Co at the meeting and stated that Mandi Harris was no longer working for their company and a new representative for our HOA would be appointed beginning in January.
 - Accounting:
 - Late Notices sent Dec. 1st
 - 2020 Assessment Notices will be mailed January 1st
 - 2020 Proposed Budget has been adjusted since my last email per Kent's direction. Please review Ashley George's email with corrections sent on 12/18.
 - Commons/Maintenance
 - Shire Graphics – Metal sign for the Pet Memorial has been completed and invoiced.
 - Dragonfly – Please review the Dragonfly contract to see if any other corrections will need to be made.
 - Compliance:
 - See compliance report. I am available to answer any questions the board may have. HOA Management does not do inspections the last three weeks in December due to property audits. The last inspection date for 2019 was 12/11/19. This is when we audit every home to verify address and match it to records to verify homeowner.
 - Individual compliance issues should always be discussed in executive session.
 - Other:
 - December Newsletter – Emailed to homeowners 12/18
 - Annual Meeting Next Month – Agenda, Proxy and Budget need to be finalized by 12/20 for homeowners to receive in a timely manner.
- Treasurer's Report ○ Budget Report –

- See attached financial reports and 2020 budget proposal below.
- Jack moved and Jeff seconded to approve 2020 budget proposal, motion passed.
- Kent moved and Linda seconded that HOA initiation fee be increased to \$175. Motion passed.
- Jeff stated he would write letter to the members of dues increase for next year, \$184 for single family and \$92 for duplex. He asked Mgmt. Co to send it in the upcoming annual meeting packet.
- Secretary's Report -
 - Ramona stated that she and Linda had been working on updating member data base.
- Vice-President's Report
 - Welcoming New Members - none to report this month
- At-Large Report
 - Jack asked Mgmt. Co. to send letter to member whose roof has been out of compliance
 - Gail Coe had contacted the Board that her husband had just passed away and ask that she be allowed to keep their camper in the driveway for a two week period. Jack then suggested that she be given four weeks under the circumstances. Board approved.
Jeff moved and Linda seconded that in the future the Board should send sympathy cards to members. Motion passed.
 - Architectural Approvals were submitted and signed

Report of Committees and President's Report

- Dragonfly 2020 Bids on 2020 mowing contracts were discussed and Dragonfly bid was accepted. Jack moved and Linda seconded that Jeff sign new contract. Motion passed.
- Pet Memorial - James Schmidt (not able to be present) - 26 pet names
 - Pet must have lived here
 - Must email a board member, each name \$4, collect fees at Board meeting and new names added each month. Jack moved to make this a policy, Linda seconded. Motion passed.
 - Monica and Larry Williams bought a Crabapple tree to grow beside the memorial.
- Nominating Committee - Jeff presented the committee's proposed 2020 ballot for officers: Jeff Artz, Linda Scott, Ramona Becker, Kent Hansen, Jack Jones, Monica Williams and James Schmidt. Due to personal commitments Ramona and Kent declined their names to be placed on the ballot.
 - Kent moved to accept the nominating committee slate. Linda seconded. Motion passed.
- Bylaws & Covenants - Proposed Changes -
 - Steve Olsen gave a summary of the Committee and attorney proposed updates and recommendations. A motion to table any decision tonight was defeated. A lengthy discussion then followed with several differences of opinions made. With several changes made to the initial proposal, Jack moved and Linda seconded that the revised proposed updates and recommendations be approved. Motion passed. Jeff then read his prepared letter to be sent to all members regarding the proposed Covenants and Bylaws updates and changes.
- House & Grounds Control Committee - No report.
- Roofing Committee - No report.

Unfinished Business

- Jack said our current contract with the Management Company runs until March of next year and they want to get it on a January-January basis and authorize Jeff to sign contract Linda seconded. Motion passed.
- Jack moved to have an HOA employee come and take minutes at the Annual meeting. Linda seconded. Motion passed.

New Business

Jack moved to hire a secretary to take minutes for \$30 a month, and he has checked into getting the website done by the Management Company for \$40 a month.

Attendees' Comments

Gary said that the board needs to demand more from the Management Company and we are paying big money to be flushed down the toilet.

Steve asked where all the violation fees are going. Jen answered that since Mandi is gone now it will be January before any fines are paid.

Executive Session - Jack moved for Executive session and Jeff seconded. Motion passed. No action taken.

Adjournment - Jack moved, Linda seconded. Motion passed.

Next Meeting Scheduled for Thursday, January 16, 2019 at 6:30 p.m. - Annual Meeting

Kappelmans Bel Aire Heights Homeowners Association, INC

Balance Sheet

Transaction 11/30/2019

Assets

Cash Assets

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Chisholm Trail State Bank-Checking	8,726.01
Chisholm Trail State Bank-Savings	27,015.01

<u>Total Cash Assets</u>	<u>42,123.52</u>
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<i>Total Assets</i>	<u><u>42,123.52</u></u>
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Liabilities & Equity

Equity

Retained Earnings	51,474.27
Net Income	(9,350.75)

<u>Total Equity</u>	<u>42,123.52</u>
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<i>Total Liabilities & Equity</i>	<u><u>42,123.52</u></u>
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Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense

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Transfer/Initiation Fee	0.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00
TOTAL Income	0.63	0.00	0.63	1,577.84	0.00	1,577.84	0.00
TOTAL Income	0.63	0.00	0.63	36,617.84	35,200.00	1,417.84	35,200.00
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Administrative							
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Legal/Corporate Fees	0.00	0.00	0.00	1,915.00	2,500.00	585.00	2,500.00
Lien/Collection Services	0.00	0.00	0.00	272.00	0.00	(272.00)	0.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	65.01	100.00	34.99	100.00
TOTAL Administrative	853.87	942.00	88.13	11,129.16	13,327.00	2,197.84	14,277.00
Capital Expenses							
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Grounds & Maintenance	415.00	0.00	(415.00)	4,330.85	700.00	(3,630.85)	700.00
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Repairs & General Maintenance							
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North Area Drainage	12,874.95	0.00	(12,874.95)	17,112.45	10,000.00	(7,112.45)	10,000.00
TOTAL Repairs & General M	13,422.11	0.00	(13,422.11)	18,557.94	10,000.00	(8,557.94)	10,000.00
Utilities							

Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense

Transaction 11/1/2019 To 11/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
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Water Utilities	77.22	75.00	(2.22)	617.80	825.00	207.20	900.00
TOTAL Utilities	<u>107.26</u>	<u>104.00</u>	<u>(3.26)</u>	<u>956.83</u>	<u>1,144.00</u>	<u>187.17</u>	<u>1,250.00</u>
TOTAL Expense	<u>15,758.24</u>	<u>1,046.00</u>	<u>(14,712.24)</u>	<u>45,968.59</u>	<u>44,371.00</u>	<u>(1,597.59)</u>	<u>45,427.00</u>
Excess Revenue / Expense	<u>(15,757.61)</u>	<u>(1,046.00)</u>	<u>(14,711.61)</u>	<u>(9,350.75)</u>	<u>(9,171.00)</u>	<u>(179.75)</u>	<u>(10,227.00)</u>

Bel Aire Heights 2020 Budget

Categories	2019 Projected Year End	2019 Proposed Budget	2020 Proposed Budget
(30 Twin Homes @ \$92 & 205 Single Homes @ \$184)	\$35,040.00	\$35,200.00	\$40,480.00
Other Income (Interest/Transfer Fees, etc.)	\$2,791.40	\$530.00	
Income Totals	\$37,831.40	\$35,730.00	\$40,480.00

Management Services	\$8,437.00	\$8,637.00	\$9,645.00
Website Maintenance	\$298.52	\$100.00	\$300.00
Postage	\$245.00	\$522.00	\$400.00
Printing/Reproduction	\$694.76	\$522.00	\$800.00
Tax Prep/KS Annual Report	\$60.00	\$40.00	\$60.00
Legal/Corporate Fees	\$1,915.00	\$2,500.00	\$4,000.00
Lien/Collection Services	\$272.00	\$0.00	\$0.00
Audit of Books	\$0.00	\$2,500.00	\$2,500.00
HOA Board Misc. Expense	\$65.01	\$100.00	\$100.00
2020 Capital Projects-Playground Fund	\$0.00	\$5,000.00	\$12,000.00
New Neighbor/Contests	\$400.00	\$600.00	\$600.00
Annual Social	\$1,159.22	\$1,000.00	\$1,500.00
Liability/ D&O Insurance	\$3,241.00	\$3,300.00	\$3,300.00
Mowing	\$6,250.00	\$9,300.00	\$11,000.00
Grounds & Maintenance	\$4,330.85	\$700.00	\$2,000.00
General Repairs/Maintenance	\$1,631.11	\$0.00	\$200.00
North Area Drainage	\$17,112.45	\$10,000.00	\$0.00
Electric Utilities	\$369.68	\$261.00	\$400.00
Water Utilities	\$695.80	\$675.00	\$700.00
Prior to HMS Expenses	\$553.77		
Expenses Totals	\$47,731.17	\$45,757.00	\$49,505.00
Income:	\$37,831.40	\$35,730.00	\$40,480.00
Expenses:	\$47,731.17	\$45,757.00	\$49,505.00
Profit/Loss:	(\$9,899.77)	(\$10,027.00)	(\$9,025.00)

Balance:

Beginning Balance 2019:	\$50,974.27
End Balance 2019:	\$41,115.41
Beginning Balance 2020:	\$41,115.41
End Balance 2020:	\$32,090.41