

**Four Seasons Lakesites
Property Owners Association
Board of Directors Meeting-Regular Session
August 16, 2016**

I. CALL TO ORDER: President Mary Bustin called the regular session meeting of the Four Seasons Lakesites Property Owners Association (FSLPOA) Board of Directors to order at 9:05 a.m. at the Four Seasons POA Community Center. Board members present were: Mary Bustin, Nancy Cason, Steve Yoder, Don Henderson and Maggie Moe. Terry Roets was absent.

Representatives present from Missouri Association Management, LLC (MAM) were Russ Mitchell, Della Miller and Heidi Altman. Also present: Sheriff Darrell Walden, Cpl Shawn Kobel and Deputy Greg Wickham of Camden County Sheriff's Office; Vanessa Hawkins from Wilson Toellner & Associates; Arnold Sandbothe, Ranita Jones and Jim Holcomb from Village of Four Seasons; Mark Amsinger, Lake Ozark Fire Protection District.

Property Owners: Patty Meier, Country Club Cove POA President. Bob Gattermeir, Developer/Realtor.

II. MEMBER QUESTIONS OR COMMENTS: Mr. Gattermeir presented a multi-family development plan for lots 903, 904 and 905 KP2. The plan would consist of three 3380 square foot buildings, separated into 12 units, with 35 parking spaces. They would tie into Ozark Shores Water Company and build a sewer plant on property. There would be an in-house manager. The builder is Davidson Construction and would not be federally funded housing. Mr. Gattermeir is looking for positive recommendation from the Board to take to Peter Brown, Jr. for approval.

Ms. Cason asked about the location of the sewer plant. Mr. Gattermeir explained it was not definite at this time but it would be an odor and sound free, state approved system. Ms. Cason also inquired if it would be large enough for others to "tie" in, but Mr. Gattermeir could not answer that question.

Ms. Bustin outlined the Board has due diligence to the home owners around the area that were promised they were purchasing in an R1 area through surveying the owners before making a recommendation. She is concerned with the Board assuming any liability. The development will be discussed further in Executive Session.

III. APPROVAL OF July 19, 2016: Ms. Cason made a motion to approve the July minutes as submitted. Ms. Moe seconded the motion. Minutes were approved.

IV. REPORTS:

A) Financial: Ms. Hawkins reported collection was slightly up at .07% from this time in 2015. Projects are on budget. She also provided detail on the excessive monthly budget variances.

Ms. Parks is doing a great job with collections that have been turned over to the McDorman Law Firm by collecting an increasing amount of delinquencies each month.

B) Sheriff: Cpl. Kobel reviewed the statistics with the Board. He reported on several different incidents on Horseshoe Bend that occurred throughout the month of July. The Board expressed their gratitude for the deputies putting their lives on the line to protect the citizens of the Four Seasons POA.

C) Village of Four Seasons: Mr. Sandbothe informed the Board that Mr. Holcomb is diligently working to update the Planning and Zoning for The Village of Four Seasons. He explained the Village has adopted two new ordinances: 1. organizing the process of procedures for development; 2. adjustments of building inspectors' fees for certain size buildings. They are working on a third ordinance after the November elections that will allow the Village to collect sales tax on certain out of state purchases. The building fees have changed. Mr. Sandbothe will have the new fees shared with MAM.

Mr. Sandbothe discussed the recent article in the August 1, 2016, Lake Sun Leader about the POA "rebranding itself". He is concerned with the article sounding as though it was the opinion of the Village. Mr. Sandbothe and Mr. Holcomb expressed to Board members they have put a control on the press for the Village of Four Seasons.

D) Horseshoe Bend Special Road District: Ms. Amsinger was unable to attend due to bid opening. She did share with Ms. Miller the road paving list for 2017, which is on the HBSRD website.

E) Management: Ms. Miller provided reports to the Board prior to the meeting and asked if there were any questions regarding them. The preliminary survey is prepared and will be discussed in Executive Session.

Ms. Altman presented a question about car dollies in boat storage. Mr. Henderson suggested discussing all pricing of storage in the Executive Session.

Ms. Miller shared a request from the President of Water's Edge Condominium regarding their desire to have access to the Fitness Center. Ms. Cason made a motion that an individual must be a member of the POA, property owner or associate member, to join the Fitness Center. Mr. Henderson seconded the motion. The motion passed.

Ms. Miller informed the Board there are only a few street lights and signs left on the project list.

V. UNFINISHED BUSINESS: There is no Unfinished Business at this time.

VI. NEW BUSINESS:

A) Regency Cove Swimming Pool: Mr. Mitchell presented the Board with a preliminary estimate to remove the pool deck and excavate around the pool. This estimate does not include MAM work. Mr. Mitchell explained why it is important to do the work this fall as opposed to waiting until spring. Ms. Cason asked him to bid out what it will cost MAM to do the work needed. Mr. Henderson asked Mr. Mitchell to check with the insurance agency about adding insurance for coverage of the pool during the excavating work. Ms. Cason mentioned there is \$191k in Reserves for total replacement in 2022 and questioned whether they should consider a total replacement at this time. Mr. Mitchell explained the work being done should extend the lifetime of the current pool for much less cost. Mr. Yoder would like clear and precise expectations drawn out in the request for bids, i.e. saw cut and manually remove the pieces of concrete with no use of hydraulic hammers or heavy equipment. Ms. Cason made a motion to obtain 3 bids for repair to Regency Pool consisting of clear and precise specification for the repair and replacement of the pool decking. Ms. Moe seconded the motion. Mr. Henderson suggested the contractor be responsible for purchasing damage insurance to complete the project which should be expressed in the bid. The POA should be included as "also insured". The motion passed.

B) Software: The upgrade to TOPS1 is completely different to the TOPS system MAM is currently operating. The cost per month will go from \$800 to \$1500 with a \$3500 conversion fee which includes training. This pricing will be locked in for 3 years. MAM also looked into Caliber software, but found that TOPS1 is more customizable to the needs of Four Seasons POA. The need to make the conversion now is necessary to familiarize staff with the system prior to annual assessment invoicing in December. Ms. Cason made a motion to contract with TOPS1 for three years. Mr. Yoder seconded the motion. The motion passed.

C) Country Club Cove Streetlights: Ms. Meier, POA President of Country Club Cove reached out to the Board for assistance in paying for the electric for the 5 street lights within their subdivision. She explained that Ameren had contacted her stating they would be turning off the street lights in two weeks if the electric bill was not paid in full. After discussion Ameren agreed to excuse the past due amount, but the future payments would be the responsibility of the CCC POA. The CCC POA was unaware of said bill as well as who would retain the responsibility. It was assumed the lights were being taken care of by HBSRD, but that is not the case. Ms. Bustin questioned if the subdivision is still under construction. Since it is not fully developed and the management of the area completely turned over to the CCC POA, the developer would be responsible for the street lights upkeep and electric. Ms. Bustin suggested Management write a letter to the developer in regards to the responsibility of the developer and what the FSL POA has done with street lights in different areas.

Ms. Meier asked MAM to prepare a bid for landscaping in the Country Club Cove subdivision. Mr. Mitchell will provide the bid.

VII. COMMUNICATIONS: There was nothing to report.

Ms. Cason made a motion to move the meeting into Executive Session. Mr. Henderson seconded the motion. The meeting moved into Executive Session at 10:09 a.m.

VII. ADJOURN: Ms. Cason made a motion to adjourn the meeting. Ms. Moe seconded the motion. The meeting was adjourned at 1:52 p.m.

Respectfully Submitted,

Heidi Altman, Recording Secretary