

**Lake Spivey Civic Association
Board of Directors Meeting – John Chafin’s Home
Thursday May 24, 2018**

Call to Order:

Bob Nash, President

6:40 pm

Meeting Attendees:

Board Members	Voting Member	Present	Absent
Bob Nash, President	Y	√	
John Chafin, First Vice President	Y	√	
Susan Butler, Administrator			√
Brent Benedetti, Lake Manager			√
Karen Powers, Treasurer	Y	√	
Cindy Cox, Secretary	Y	√	
Other Officer Reports:			
Greg Sherry, VP Lake Safety	Y	√	
Eric Robison, VP Sediment and Siltation	Y	√	
Ted Lawson, VP Properties	Y	√	
Committee Reports:			
Dave Weikers, Lake and Fish Conservation			√
Don McMillian, Community Affairs		√	
Terri Williams, Member Services			√
Shawn Fulks, Social		√	
Brent Benedetti, Dam Maintenance		√	
OPEN, IT/Communications Committee			
Home Owner Associations:			
North Shore / Edgewater – Anthony Dallas	Y		√
Joe Starr	Y	√	
Bay View – Phil Holcombe	Y	√	
Brian Robison	Y	√	
South Bay – Rich Fair	Y	√	
Emerald Drive – Don Barnette	Y		√
Katie Powers	Y		√
The Landings – Evonne Anderson	Y	√	
Forest Estates / Spivey Commons – Keith Kimball	Y	√	
Lost Valley – Holly Campbell	Y	√	

Also in Attendance:

John Westervelt – former President, LSCA
 Neil Farmer – former Communications Chair, LSCA
 Step Johnson
 Mark Pak
 Anne Hansen

Secretary's Report:

Cindy Cox, Secretary

At BOD's, will begin reviewing status of Outstanding ACTION ITEMS list

see **APPENDIX A**

Meeting minutes from 4/21/2018 BOD Meeting pre-approved via email vote

Treasurer's Report:

Karen Powers, Treasurer

Review of Budget vs Actuals + Statement of Financial Position

see **APPENDIX B**

John Chafin motioned to approve the Treasurer's report

Ted Lawson seconded the motion

All in Favor **APPROVED****President's Report:**

Bob Nash, President

- Communication Chair/Website Review – Holly Campbell has agreed to reconvene the Nominating Committee to help fill this open volunteer position.
- Blackhall Road Bridge – distributed copies of email to BOD to review Henry County original offer of \$4,600. LSCA negotiated a counter offer of \$47,200 based on tree replacement costs(LSCA responsible for purchasing and planting trees) and temporary and permanent fencing. Bob asked BOD for permission to make final language negotiations to restore grass area, lay gravel and fill ravine.

Ted Lawson motioned to allow Bob Nash/Steve Fincher to finalize language negotiations of the offer and make the final decision with Henry County.

John Chafin seconded the motion

All in Favor **APPROVED****Member's Forum**Steph Johnson - wakeboard boats

Property owner of the peninsula; wakeboarding boats are coming too close; waves are destroying sea walls, docks. 2,3,4 ft waves is continuing to do damage to property. He has requested the BOD help him protect his property.

Mark Pak added it has effected his property and his Mom's in The Landings and has caused unnecessary erosion requiring him to build a seawall.

John Westervelt recommends as a next step, the BOD study this issue and bring forward recommendation(s)

Joe Starr discussed safety, speed, and properly built sea walls (3' to 4') as deterrents to the negative effects of wake board boats. He reminded the BOD that wake board boats have been around since the late 1990s and is not a new issue.

Bob Nash tabled the issue and suggested a 5-6 member panel be formed to study the wakeboard boat issues. Possible sea wall recommendations to protect everyone's individual property.

Bob Nash requested an email from anyone wanting to be part of this panel to study wakeboard boats

Report from Administrators:**Administrator's Report:**

Susan Butler, Lake Administrator

No report - Absent due to illness

Lake Manager's Report:

Brent Benedetti, Lake Manager

No report - Absent due to illness

Other Officer Reports:

First Vice President:

John Chafin, First Vice President

RFP has been completed to request bids for a HOA Management Company to help manage the lake and help with controls and potential future transition to handle yearly billings and collection of money.

Susan, Brent, Don B., and John are on this sub-committee.

Vice President for Lake Safety:

Greg Sherry, Vice President

Would like to discuss the purpose of Safety Patrol; it seems these off duty patrol officers are not treated with due respect and enforcement of rules is difficult.

Bob explained the BOD has responsibility to understand and enforce the rules and regulations; asking BOD to review them and make sure everyone is prepared to communicate them. We need to support the patrol. Having the patrol shows we care about this lake and we want it to be fun and safe.

Vice President for Properties:

Ted Lawson, Vice President

Working with Brent to post an example on the website of what is required of property owners. Bob suggested to Ted to send to him a recent example of one approved to post to website.

Ted explained if just maintaining a dock (not adding/taking away); he does not need to review/approve. However, if the dock footprint is changing or the lake bed will be disturbed; he will need to review/approve.

Bob suggested this information should be included in upcoming newsletter.

Vice President – 2018 Siltation Project Eric Robison

- Lake Lowering - letter to homeowners in Newsletter(email) and Website see Appendix C
- Silt removal – looking at options; estimates for big dig
- Dirt removal – new Walker Nursery owner is looking at buying; it is good for gardening
- Brian – pricing for wood and metal 10 docks – 20 ft ramp with sea wall – docks 24 inches out of water and ADA compliance.

Committee Reports:

Sunset Point Development

John Westervelt, Past President

- Meeting to be scheduled with committee and next steps proposal.

Lake and Fish Conservation:

Dave Weikers

Not present – No report

Community Affairs:

Dr. Don McMillian, Jr.

- Groundbreaking for new Rec Center

- Pathway now connects behind church to Forest Estates – eventually connect to Emerald Drive from Camp

Social: Shawn Fulks

- Successful event - Georgia Wakeboard/ Demo Day Event
- May add a fishing tournament in August along with cookout
- Holly reported Monday night fishing tournaments going well
- Holly and Shawn – can make sure Monday night tournament is covered in newsletter

Dam Maintenance: Brent Benedetti, Lake Manager

- Bob reported several sections of fence needs to be fixed from Black Hall

RMS Committee Katie Powers, Director Not present – No report

Home Owner Associations:

North Shore / Edgewater: Anthony Dallas
Joe Starr

- New landscaping completed at entrance to Edgewater

Bay View: Brian Robison

- Per Bay View HOA: Adding additional slips at marina
Plan is to extend 42 feet with same existing concept providing 6 additional slips for those that have paid for lake access but did not have slips available.
- Investigating siltation issues on the ramp of this marina

Brian Robison motioned for Ted Lawson to review/approve final marina dock extension plans
Eric Robison Seconded All in Favor **APPROVED**

South Bay: Rich Fair

- CC Water Authority is helping with the cleanup of the hairpin turn

Emerald Dr.: Don Barnett Not present – No report
Katie Powers

The Landings: Evonne Anderson No report

Forest Estates / Spivey Commons: Keith Kimbell

- Reminder: June 4th is last day to appeal property taxes; Lake Spivey residents paying 5-15 times of surrounding property owners.
- Kim and Steve Lister recently sponsored golf tournament for a non-profit organization; Gigi’s House. Hope to move to Lake Spivey golf course next year.

Lost Valley: Holly Campbell
No report

Holly Campbell motioned to adjourn
Karen Powers seconded ALL in FAVOR **ADJOURNED 8:05 pm**

APPENDIX A Action Item List

	Who's Responsible	Action Item	Assigned	ETA	STATUS
1	Anthony Dallas	<u>Newsletter</u> Volunteered to help with content and take the lead to meet with Susan and Neal to determine: 1) What content is needed 2) How best to divide roles *Points to Consider: Audience/Objective, News feed (social media) vs Newsletter	4/12/2018	TBD	OPEN
		<u>Newsletter Topic Suggestions:</u> - Holly/Shawn – Monday night fishing tournament - Ted – lake lowering dock and sea wall updates requiring review/approval	5/24/2018	TBD	OPEN
2	Karen Powers	<u>Financials</u> To answer Greg Sherry's request to see revenue as well as past due receivables (for possible collections and other repercussions process review) – Karen will analyze data and present at the July Board meeting.	4/12/2018	TBD	OPEN
3	Susan Butler	<u>Records Management</u> Schedule offline meeting with Brent to determine what needs to be scanned for A/R	4/12/2018	TBD	OPEN
4	John Chafin	<u>Records Management</u> Will share a copy of the records retention schedule with Brent.	4/12/2018	TBD	OPEN
5	Holly Campbell	<u>HOA Management Company to manage LSCA</u> Holly reported Lost Valley uses Century (Grace) Management company. She offered to get some feedback from Lost Valley HOA board members.	4/12/2018	TBD	OPEN
6	John Chafin	<u>HOA Management Company to manage LSCA</u> Bob suggested next step is for committee to create a transition plan and timeline targeting March 2019 before the billing cycle.	4/12/2018	TBD	OPEN
7	Susan Butler	<u>Lake Safety</u> Order/reimbursement for a VHF radio to help with request for patrol calls she receives.	4/12/2018	TBD	OPEN
8	Anthony Dallas	<u>Lake Safety</u>	4/12/2018	TBD	OPEN

		Create a flyer to send to LSCA property owners informing them of VHF radio monitoring and how to purchase for their personal boats.			
9	Susan Butler	<u>Silt Removal Project</u> Inform Megan Sellers, Lake Jodeco HOA President, of Lake Spivey lowering 9/9/2018.	4/12/2018	TBD	OPEN
10	Brent Benedetti	<u>RMS Annual Inspections</u> Send letters, signed by T to RMS property/boat slip owners informing them of inspection findings.	4/12/2018	TBD	OPEN
11	Bob Nash	<u>Sunset Point development</u> Upload drawings to website; allow comments	4/12/2018	TBD	Closed
12	John Westervelt	<u>Sunset Point development</u> Schedule committee meeting to draft business plan to include how this will be paid for and maintained. Include LSCA Attorney Steve Fincher on these discussions when appropriate.	4/12/2018	TBD	OPEN
13	Holly Campbell	<u>Communications Chair/Website Review</u> Holly Campbell has agreed to reconvene the Nominating Committee to help fill this open volunteer position.	5/24/2018	TBD	OPEN
14	Bob Nash	<u>Lake Safety – wakeboard boats</u> Bob Nash requested an email from anyone on the BOD wanting to be part of the panel to study wakeboard boats	5/24/2018	TBD	OPEN
15	Ted Lawson	<u>Siltation Project</u> Submit to Bob Nash a recently approved example of a dock project as an example for property owners during the lake lowering timeframe.	5/24/2018	TBD	OPEN

APPENDIX B – Chart 1 (page 1 of 2)

Lake Spivey Civic Association

BUDGET VS. ACTUALS: BUDGET 2018-2018 - FY19 P&L

April 2018 - March 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
BOAT DECAL FEES	150.00	30,000.00	-29,850.00	0.50 %
JET SKI	10,800.00		10,800.00	
LBOAT	2,070.00		2,070.00	
PBOAT	16,550.00		16,550.00	
Total BOAT DECAL FEES	29,570.00	30,000.00	-430.00	98.57 %
DUES COLLECTED				
Dues - LSCA	18,122.50	18,000.00	122.50	100.68 %
Miscellaneous	2.00		2.00	
PREPAYMENT DISCOUNT	-2,789.50	-3,000.00	210.50	92.98 %
Total DUES COLLECTED	15,335.00	15,000.00	335.00	102.23 %
FIREWORKS	14,485.00	14,000.00	485.00	103.46 %
Interest MM	3.38		3.38	
LAKE MAINTENANCE FEES	220,475.00	242,000.00	-21,525.00	91.11 %
LAKE MAINTENANCE PAST DUE COLLECTIONS	10,152.50		10,152.50	
Total LAKE MAINTENANCE FEES	230,627.50	242,000.00	-11,372.50	95.30 %
LAKE RIGHTS	80,000.00		80,000.00	
LAKE SAFETY FINES	132.50	500.00	-367.50	26.50 %
Miscellaneous		1,000.00	-1,000.00	
RMS Funds	2,900.00	2,500.00	400.00	116.00 %
SUBDIVISIONS - Billing-Received				
BayView	400.00		400.00	
ForestEstates	12,400.00		12,400.00	
NorthShore	19,580.00		19,580.00	
TheLandings	20,800.00		20,800.00	
Total SUBDIVISIONS - Billing-Received	53,180.00		53,180.00	
SubDivisions - Dispersals				
BayView	-400.00		-400.00	
ForestEstates	-7,600.00		-7,600.00	
NorthShore	-15,100.00		-15,100.00	
TheLandings	-13,325.00		-13,325.00	
Total SubDivisions - Dispersals	-36,425.00		-36,425.00	
Total Revenue	\$389,808.38	\$305,000.00	\$84,808.38	127.81 %
GROSS PROFIT	\$389,808.38	\$305,000.00	\$84,808.38	127.81 %
Expenditures				
INSURANCE (L Maint, Safety, Fir		23,000.00	-23,000.00	
LAKE MAINTENANCE				
Administration (LAKE)	11,054.30	67,000.00	-55,945.70	16.50 %
Dam Maintenance (LM)	1,550.00	20,250.00	-18,700.00	7.65 %
Lake Conservation (LM)		20,000.00	-20,000.00	

APPENDIX B – Chart 1 (page 2 of 2)

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Fish	7,480.00		7,480.00	
Total Lake Conservation (LM)	7,480.00	20,000.00	-12,520.00	37.40 %
Legal Fees (L Maint)		30,000.00	-30,000.00	
MISC LEGAL FEES	544.50		544.50	
RMS Issues	903.00		903.00	
Total Legal Fees (L Maint)	1,447.50	30,000.00	-28,552.50	4.83 %
PROPERTIES (Lake Maint)		95,000.00	-95,000.00	
SUNSET POINT/CAMP RD Maint.	3,176.00		3,176.00	
Total PROPERTIES (Lake Maint)	3,176.00	95,000.00	-91,824.00	3.34 %
SILTATION (LM)		425,000.00	-425,000.00	
Planning	21,855.00		21,855.00	
Total SILTATION (LM)	21,855.00	425,000.00	-403,145.00	5.14 %
Total LAKE MAINTENANCE	46,562.80	657,250.00	-610,687.20	7.08 %
LAKE-SAFETY (Boat Decals)		20,000.00	-20,000.00	
Patrol				
Labor	1,065.00		1,065.00	
Supplies	690.50		690.50	
Total Patrol	1,755.50		1,755.50	
Total LAKE-SAFETY (Boat Decals)	1,755.50	20,000.00	-18,244.50	8.78 %
LSCA MEMBER SERVICES (DUES)		4,000.00	-4,000.00	
Bank	25.00		25.00	
BOARD/GENERAL MTG EXP	300.00		300.00	
COMMUNICATIONS (Dues)	168.00	500.00	-332.00	33.60 %
DUES-LSCI (dues)		4,000.00	-4,000.00	
Membership Services	84.24		84.24	
MISC - GENERAL EXP. (Dues)		500.00	-500.00	
MISC MEMBERSHIP ADMIN	26.90		26.90	
POSTAGE	250.00		250.00	
Postage	100.00		100.00	
Total POSTAGE	350.00		350.00	
Printing	1,247.40		1,247.40	
SOCIAL (Dues)	408.84	4,000.00	-3,591.16	10.22 %
Total LSCA MEMBER SERVICES (DUES)	2,610.38	13,000.00	-10,389.62	20.08 %
RMS's EXPENSES (RMS Income)		2,500.00	-2,500.00	
SPEC. EVENTS (Fireworks, Dues,		22,000.00	-22,000.00	
TAXES		1,000.00	-1,000.00	
Total Expenditures	\$50,928.68	\$738,750.00	\$ -687,821.32	6.89 %
NET OPERATING REVENUE	\$338,879.70	\$ -433,750.00	\$772,629.70	-78.13 %
Other Revenue	\$138.02	\$0.00	\$138.02	0.00%
NET OTHER REVENUE	\$138.02	\$0.00	\$138.02	0.00%
NET REVENUE	\$339,017.72	\$ -433,750.00	\$772,767.72	-78.16 %

APPENDIX B – Chart 2

Lake Spivey Civic Association

STATEMENT OF FINANCIAL POSITION

As of May 24, 2018

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Delta Savings	201,507.00
Heritage MM	200,561.28
LSCA_INC	418,565.83
LSCA_MM	102,779.12
United Community MM	226,958.66
Total Bank Accounts	\$1,150,371.89
Total Current Assets	\$1,150,371.89
Other Assets	
RMS ASSET FUNDS	6,920.00
Total Other Assets	\$6,920.00
TOTAL ASSETS	\$1,157,291.89
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Opening Balance Equity	138,764.75
32000 Retained Earnings	679,509.42
Net Revenue	339,017.72
Total Equity	\$1,157,291.89
TOTAL LIABILITIES AND EQUITY	\$1,157,291.89

APPENDIX C – Siltation Project Letter to Property Owners

LSCA Members;

As you are aware, the lake will be lowered 8 feet this Fall to allow for the removal of silt buildup in several key areas around the lake. This is the perfect time for lake residence to address their own dock, seawall and silt projects. LSCA is responsible for following all Georgia Environmental Protection Division and US Army Corps of Engineers rules and regulations involving the lake. Here are the instructions from the US Army Corps of Engineers (ACOE) & Lake Spivey Civic Association (LSCA)

1. Please notify LSCA if you plan to install a new seawall or dock. Submit your proposed plans to Ted Lawson, Properties VP, at prop@lakespivey.org. See LSCA's Rules and Regulations Section 7 governing any construction on the water.
2. If you are planning on removing silt in front of your waterline, provide the dredging area to Brent Benedetti at lakemanager@lakespivey.org. Google Earth is an easy way to submit your dredging area. Use the polygon tool to define the removal area. Once the area is defined, it will calculate the acreage. If you have questions, call Brent at 404-392-9800.
3. When performing silt removal or sea wall repairs, the ACOE does not require permitting for less than 1/10 acre (4,300 square feet) of land disturbed. LSCA as the lake owner will still have to notify ACOE of these smaller homeowner projects.
4. Residence are responsible for selecting their own contractor to complete the work and remove their own silt spoils from their project.
5. The Lake will begin being lowered on September 9, 2018 and we will close the drain valve no later than March 1, 2019. The lake will not delay closing the valve beyond the project completion. Provided good weather, residence should be able to start projects by 10/09/18.

Thank you,

Eric Robison
VP of Siltation