

**Lake Spivey Civic Association  
Board of Directors Meeting – Lake Spivey Golf Club  
Thursday September 13, 2018**

**Call to Order:**

Bob Nash, President

6:35 pm

**Meeting Attendees:**

<b>Board Members</b>	<b>Voting Member</b>	<b>Present</b>	<b>Absent</b>
Bob Nash, President	<b>Y</b>	√	
John Chafin, First Vice President	<b>Y</b>	√	
Susan Butler, Administrator		√	
Brent Benedetti, Lake Manager		√	
Karen Powers, Treasurer	<b>Y</b>	√	
Cindy Cox, Secretary	<b>Y</b>	√	
<b>Other Officer Reports:</b>			
Greg Sherry, VP Lake Safety	<b>Y</b>	√	
Eric Robison, VP Sediment and Siltation	<b>Y</b>	√	
OPEN, VP Properties	<b>Y</b>		
<b>Committee Reports:</b>			
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			
<b>Home Owner Associations:</b>			
North Shore – Adam Kogelman	<b>Y</b>	√	
Edgewater - Joe Starr	<b>Y</b>	√	
Bay View – Brian Robison	<b>Y</b>	√	
South Bay – Rich Fair	<b>Y</b>	√	
Emerald Drive – Don Barnette	<b>Y</b>	√	
Katie Powers	<b>Y</b>		√
The Landings – Evonne Anderson	<b>Y</b>	√	
Forest Estates / Spivey Commons – Keith Kimball	<b>Y</b>	√	
Lost Valley – Holly Campbell	<b>Y</b>		√

**Also in Attendance:**

John Westervelt – former LSCA President  
Tim and Diana Delaney  
Michael Edmondson  
Jose Luna and Angel Luna  
Keith Kilgore

## Property Owner Presentations

### 1) **Tim and Diana Delaney – 2484 Emerald Drive - Dock Exception**

Dock of 45 years old will be rebuilt. Drawings distributed. Exception request is for extension to current footprint for additional decking to square it up. They have obtained approvals for this exception from both neighbors.

John Chafin - motion to approve plans presented; Don Barnette seconded

Vote Count: 12 IN FAVOR 1 OPPOSED

After further discussion from the 1 opposed vote – a recall of the previous voting was requested.

Revote:

8 APPROVED 5 OPPOSED

**Motion APPROVED**

### 2) **Jose Luna – 2470 Emerald Drive Dock Exception presented by son Angel Luna – Dock Exception**

Drawings distributed. He has 1 approved letter from his neighbors, the Delaney's. The 2<sup>nd</sup> neighbor has been unavailable as she commutes to Singapore.

Don Barnette - motion to approve contingent upon the approval letter from 2<sup>nd</sup> neighbor in Mary Jo Schrade. If Jose Luna cannot obtain an approval letter from Mary Jo Schrade within 30 days; the LSCA will send a certified letter to Mary Jo Schrade requesting a response within 21 days if objection. If no objection within that 21 days, Jose Luna can proceed with the dock plans as he presented.

Discussion: There was additional discussion regarding the topography of the land and confirming this exception request posed no navigational issues.

Cindy Cox seconded motion

Vote Count: 8 APPROVED 5 OPPOSED

**Motion APPROVED WITH STIPULATIONS**

### 3) **Michael Edmondson – 2714 Emerald Drive – dock length variance**

Dock plans to build a one-story platform dock with 4 slips – 32 ft x 70; the *variance is for the 32 ft.* length (vs 28 ft). One of the neighboring property owners (no home on the site) lives in Snellville and denied the approval stating it would obstruct their view. The other property owner is RMS 4 - LSCA. The proposed location is to put it as far away from Snellville property owners as possible.

John Chafin makes a motion to decline this variance for 32 ft.

Adam Kogelman seconded

Vote Count: 10 APPROVED 1 OPPOSED

**DECLINED APPROVAL of 32 ft variance**

### 4) **Keith Kilgore and Brian Robison – Bay View Marina 2018 Expansion – namely slip #12**

6 slip expansion was approved by the LSCA BOD on May 24, 2018.

#### Discussion:

LSCA BOD is being asked to retroactively approve a dock expansion that has already been built out. Does this slip have any navigational issues? It does not.

Eric Robison - motion to approve the #12 slip Bay View Marina and the added finger based on the fact it conforms to our LSCA R and R and does not present a navigational hazard.

Rich seconds motion

Vote Count: 12 APPROVED 0 OPPOSED

**Motion APPROVED**

**Secretary's Report:** Cindy Cox  
Review of Open Action Items

See APPENDIX A

**Treasurer's Report:** Karen Powers  
Review of Budget vs Actuals and Financial Position

See APPENDIX B

**President's Report:** Bob Nash, President

Black Hall Bridge – condemnation to LSCA, they can proceed with project.

**Report from Administrators:**

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Lake Administrator's Report: Susan Butler

Outstanding Collections:

\$215,000 is owed LSCA –

3 properties are in foreclosure = \$17k

4 properties have Spivey gentleman's agreement = balance of \$15-18k each

Lake Manager's Report: Brent Benedetti

3<sup>rd</sup> Qtrly inspection of our dam found no major issues but noted a few areas of concern. While lake is lowered Brent will do further inspection to see how those areas can be addressed.

Other Officer Reports: First Vice President: John Chafin

No Report

Vice President for Lake Safety: Greg Sherry

- For the 2018 Spring/Summer season - 21 tickets issued; 16 were no decals.
- Suggestion: For new property owners, we may want to make the Lake Safety course mandatory.

Vice President for Properties:

- Approved 2 docks and a seawall
- 4 docks safety and aesthetic concerns:
  - 1) 2484 Emerald Drive
  - 2) North Shore dock
  - 3) Abandoned dock owned by Pak family; has been approved for new sea wall with plans to rebuild dock
  - 4) the Landings

Vice President – Siltation Eric Robison

See Action Item #12

## Committee Reports:

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Sunset Point Development	John Westervelt, Past President	No Report
Lake and Fish Conservation:	Dave Weikers	No Report
Community Affairs:	Dr. Don McMillian, Jr.	
Lake Spivey Race – Oct 6 <sup>th</sup>		
Golf Tournament – Lake Spivey Golf Club Oct 19 <sup>th</sup>	– followed by family event	
Social:	Shawn Fulks	No Report
Dam Maintenance:	Brent Benedetti, Lake Manager	No Report
RMS Committee	Katie Powers, Director	No Report

## Home Owner Associations:

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North Shore: Adam Kogelman

- Dock at Shoreline – Mike Thomas project lead: replacement plan is out for bids now. Plans are to reface all the docks – structure and footprint to remain the same; all visible wood to be replaced with pressure treated wood.
- Dock at Peninsula – Mark Butler project lead: old being removed – replaced with aluminum like Bay View
- Adam will have both project leads share plans with Brent.

Edgewater:	Joe Starr	No Report
Bay View:	Brian Robison	No Report
South Bay:	Rich Fair	No Report
Emerald Dr.:	Don Barnett/Katie Powers	No Report
The Landings:	Evonne Anderson	No Report
Forest Estates / Spivey Commons:	Keith Kimbell	
Spillway opened – 8 volunteers helped;	water is going down quick	
Lost Valley:	Holly Campbell	No Report
Meeting Adjourned		9:26 pm

**APPENDIX A**  
**Action Item List as of 9/13/2018**

	Who's Responsible	Action Item	Assigned	STATUS TO DO, DOING, DONE
1	Nominating Committee Holly Campbell Don McMillian John Westervelt John Chafin	<b><u>Fill LSCA Communication Director</u></b> Holly Campbell has agreed to reconvene the Nominating Committee to help fill this open (currently volunteer) position.  <i>Includes: Facebook, Twitter, Instagram, Webmaster, Email blast</i>  <b>UPDATE 9/13:</b> Holly sent email to the Nominating Committee that met 9/5/2018 with copy to Bob and Cindy describing roles and responsibilities of the open LSCA Communication Director.  <i>Don McMillian will follow-up with Holly to have email blast sent to the LSCA members to solicit volunteer interest.</i> <i>A backup plan was discussed if no one volunteers to possibly hire an intern that would get direction from the LSCA Lake Administrator – Susan Butler.</i>	5/24/2018	DOING
2	Nomination Committee	<b><u>VP Properties – open position</u></b>  <b>UPDATE 9/13:</b> Don McMillian explained the committee had two good candidates they talked to: 1) The first candidate had to turn it down because he works nights and could not attend BOD meetings. 2) The second candidate turned it down after finding out the current project workload.  Interim: Brent Benedetti is currently covering the duties of this position with help from John Chafin as needed.	9/13/2018	DOING
3	TBD once #1 DONE	<b><u>Newsletter</u></b> 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	4/12/2018	TO DO
		*Points to Consider: Audience/Objective, News feed (social media) vs Newsletter	5/24/2018	
4	Karen Powers	<b><u>Financials</u></b> 1) Answer Greg Sherry's request to see revenue as well as past due receivables (for collections and	4/12/2018	DONE

		<p>other repercussions process review) – Karen will analyze data and present at next BOD meeting.</p> <p>2) 7/19: What interest rate is LSCA earning at Heritage Bank AND all other accounts?</p> <p><b>UPDATE 9/13:</b> Interest rate info provided in the financial document review. – see APPENDIX B</p> <p>Keith, John, Karen to form an ad hoc committee to report out at next BOD meeting. Objective is to look at cash flow to plot out how money will be spent over the next few months given the current projects in progress.</p>	9/13/2018	TO DO
5	<p>Greg Sherry Karen Powers Brent Benedetti Don McMillian Susan Butler</p>	<p><b><u>Lake Maintenance Fees Collections Process</u></b> Greg to form/lead committee to review/update LSCA By Laws related to collection process, draft collection action letter, and make recommendation at next BOD.</p> <p><i>Potential options to consider:</i></p> <ul style="list-style-type: none"> <li>- If past dues &gt;= 5 years: lose lake rights + pay \$55k to reinstate + remove dock if on lake property</li> </ul> <p><b>UPDATE 9/13:</b></p> <ul style="list-style-type: none"> <li>- By Laws currently state we start collecting past due fees starting in May; a procedural change was made to collect after July 4<sup>th</sup> during John Westervelt LSCA Presidency. However, the By Laws were not updated to reflect this date change.</li> </ul>	7/19/2018	TO DO
6	<p>Susan Butler</p>	<p><b><u>Records Management</u></b> Schedule offline meeting with Brent to determine what needs to be scanned for A/R</p> <p><b>UPDATE 9/13:</b> Susan and Brent to meet week of 9/17/2018</p>	4/12/2018	DOING
7	<p>John Chafin</p>	<p><b><u>Records Management</u></b> Will share a copy of the records retention schedule with Brent.</p> <p><b>UPDATE 9/13:</b> John suggested to Brent to follow the BBB guidelines</p>	4/12/2018	DONE
8	<p>John Chafin</p>	<p><b><u>HOA Management Company to manage LSCA</u></b> Bob suggested next step is for committee to create a transition plan and timeline targeting March 2019 before the billing cycle.</p>	4/12/2018	DOING

		<b>UPDATE 9/13:</b> RFQ is ready to go out week of 9/17/2018		
9	Katie Powers Brent Benedetti	<b><u>RMS Annual Inspections</u></b> Send letters, signed by LSCA rep to RMS property/boat slip owners informing them of inspection findings.  <b><i>NO UPDATE PROVIDED 9/13 as Katie was not able to attend BOD meeting.</i></b>	4/12/2018	TO DO
10	John Westervelt Eric Robison Don McMillian John Chafin Keith Kimbrall	<b><u>Sunset Point development</u></b> 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.  <b>UPDATE 9/13:</b> Meeting scheduled for Wed., 9/19/2018.	4/12/2018	TO DO
11	Greg Sherry Brent Benedetti	<b><u>Lake Safety – wakeboard boats</u></b> <i>7/19 Update: Greg and Brent will draft response letter to Resident Step Johnson to address his concerns from 5/24 Executive BOD Meeting.</i>  <b>UPDATE 9/13:</b> Response letter has been drafted. Greg will send to Bob Nash and John Chafin for their approval.	5/24/2018	TO DO
12	Eric Robison Brent Benedetti	<b><u>Siltation Project</u></b>  <b>UPDATE 9/13:</b> Permits obtained and approval clearance from Clayton County, Corp of Engineers and the EPD to move forward with project.  Contract with siltation removal company has not been signed but has been reviewed by lawyer.  <b>Next Steps:</b> Eric will add payment schedule in the contract and email contract to Bob Nash to finalize.  Rum Creek silt run-off – committee meet with environmental and water treatment to interpret Kenan Environment	7/19/2018  9/13/2018  9/13/2018	DOING  TO DO  TO DO
13	Susan Butler	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	DONE

		<b>UPDATE 9/13:</b> Email blast sent to LSCA property owners and information added to LSCA website		
14	Susan Butler Terri Williams	<b><u>New Membership Committee</u></b> Bob Nash sent email requesting this begin.  <b>UPDATE 9/13:</b> Susan will reach out to Terri Williams	7/19/2018	TO DO
15	Bob Nash	Follow-up with Dave Weikers, Lake and Fish Conservation to review and understand the Water Quality Report as a result of lake testing in July.  Will draft letter and share with BOD before sending to property / slip owners regarding the condition of the dock at The Landings.	9/13/2018  9/13/2018	TO DO  TO DO



## APPENDIX B – Chart 1 of 3

LAKE SPIVEY CIVIC ASSOCIATION		9/13/2018		Current		NEW
	Balance	Interest Rate	Annual Interest	Interest Rate		
SunTrust MM	\$ 102,792.97	0.04%	\$ 41.12	.40% for 2 months, then .07%		
Heritage Bank	\$ 225,751.39	0.25%	\$ 564.38			
United Community	\$ 227,571.94	0.99%	\$ 2,252.96			
Delta Community	\$ 201,793.60	0.35%	\$ 704.26			
<b>TOTAL</b>	<b>\$ 757,909.90</b>		<b>\$ 3,562.72</b>			

Notes

- Suntrust above \$250k=.09%
- United, Delta - top tier is above \$100K
- Some online Banks offering 2-2.25%

### Chart 2 of 3

# Lake Spivey Civic Association

## STATEMENT OF FINANCIAL POSITION

As of September 13, 2018

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Delta Savings	201,793.60
Heritage MM	200,751.39
LSCA_INC	228,000.27
LSCA_MM	102,792.97
United Community MM	227,380.75
<b>Total Bank Accounts</b>	<b>\$960,718.98</b>
<b>Total Current Assets</b>	<b>\$960,718.98</b>
Other Assets	
RMS ASSET FUNDS	6,920.00
<b>Total Other Assets</b>	<b>\$6,920.00</b>
<b>TOTAL ASSETS</b>	<b>\$967,638.98</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
30000 Opening Balance Equity	138,764.75
32000 Retained Earnings	655,807.56
Net Revenue	173,066.67
<b>Total Equity</b>	<b>\$967,638.98</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$967,638.98</b>

### APPENDIX B – Chart 3 of 3

# Lake Spivey Civic Association

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

April 2018 - March 2019

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
BOAT DECAL FEES	31,985.00	30,000.00	1,985.00	106.62 %
DUES COLLECTED				
Dues - LSCA	19,912.50	18,000.00	1,912.50	110.63 %
LSCA DUES PAST DUE COLLECTIONS	282.50		282.50	
Miscellaneous	2.00		2.00	
PREPAYMENT DISCOUNT	-2,789.50	-3,000.00	210.50	92.98 %
<b>Total DUES COLLECTED</b>	<b>17,407.50</b>	<b>15,000.00</b>	<b>2,407.50</b>	<b>116.05 %</b>
FIREWORKS	15,945.00	14,000.00	1,945.00	113.89 %
Interest MM	1,002.70		1,002.70	
LAKE MAINTENANCE FEES	244,510.00	242,000.00	2,510.00	101.04 %
LAKE MAINTENANCE PAST DUE COLLECTIONS	17,872.50		17,872.50	
<b>Total LAKE MAINTENANCE FEES</b>	<b>262,382.50</b>	<b>242,000.00</b>	<b>20,382.50</b>	<b>108.42 %</b>
LAKE RIGHTS	80,000.00		80,000.00	
LAKE SAFETY FINES	542.50	500.00	42.50	108.50 %
Miscellaneous		1,000.00	-1,000.00	
RMS Funds	3,100.00	2,500.00	600.00	124.00 %
SUBDIVISIONS - Billing-Received	55,980.00		55,980.00	
SubDivisions - Dispersals	-55,990.00		-55,990.00	
<b>Total Revenue</b>	<b>\$412,355.20</b>	<b>\$305,000.00</b>	<b>\$107,355.20</b>	<b>135.20 %</b>
<b>GROSS PROFIT</b>	<b>\$412,355.20</b>	<b>\$305,000.00</b>	<b>\$107,355.20</b>	<b>135.20 %</b>
<b>Expenditures</b>				
INSURANCE (L Maint, Safety, Fir		23,000.00	-23,000.00	
LAKE MAINTENANCE				
Administration (LAKE)	37,027.94	67,000.00	-29,972.06	55.27 %
Dam Maintenance (LM)	7,994.20	20,250.00	-12,255.80	39.48 %
Lake Conservation (LM )	14,980.00	20,000.00	-5,020.00	74.90 %
Legal Fees (L Maint)	8,296.24	30,000.00	-21,703.76	27.65 %
PROPERTIES (Lake Maint)	6,533.50	95,000.00	-88,466.50	6.88 %
SILTATION (LM)	135,858.80	425,000.00	-289,141.20	31.97 %
<b>Total LAKE MAINTENANCE</b>	<b>210,690.68</b>	<b>657,250.00</b>	<b>-446,559.32</b>	<b>32.06 %</b>
LAKE-SAFETY (Boat Decals)	13,841.46	20,000.00	-6,158.54	69.21 %
LSCA MEMBER SERVICES (DUES)	4,481.05	13,000.00	-8,518.95	34.47 %
RMS's EXPENSES (RMS Income)	600.00	2,500.00	-1,900.00	24.00 %
SPEC. EVENTS (Fireworks, Dues,	10,975.34	22,000.00	-11,024.66	49.89 %
TAXES		1,000.00	-1,000.00	
<b>Total Expenditures</b>	<b>\$240,588.53</b>	<b>\$738,750.00</b>	<b>\$ -498,161.47</b>	<b>32.57 %</b>
<b>NET OPERATING REVENUE</b>	<b>\$171,766.67</b>	<b>\$ -433,750.00</b>	<b>\$605,516.67</b>	<b>-39.60 %</b>
<b>NET REVENUE</b>	<b>\$171,766.67</b>	<b>\$ -433,750.00</b>	<b>\$605,516.67</b>	<b>-39.60 %</b>