

Southern Hills Community Improvement District
April 9, 2019 at 7:00 pm
The Pitch Pizza & Pub,
2924 E. Sunshine Street, Springfield, MO 65804

The meeting was called to order at 7:11 p.m. by Carl Price at The Pitch Pizza & Pub, 2924 E. Sunshine Street, and a quorum was declared present.

Present: Carl Price, Justin Foss, Jane Earnhart, Denise Heintz, Jeffrey Fenwick

Absent: None

Excused: John Heitz

Guests: Bob Lowe, Jeff Broekhoven (and daughter), Bob Smith, and Mr. and Mrs. Robert Thill

The various documents discussed were provided to the CID Board Members via email prior to the meeting for their review.

New Business

Approve Meeting Minutes of 01/15/2019 - Jeff Fenwick made a motion to approve the minutes as presented, seconded by Denise Heintz, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeffrey Fenwick, Jane Earnhart, Denise Heintz. Nays: none. Abstain: none

Tree Trimming and Brush Removal – Carl Price presented a summary of the work. Most of it has been completed or is nearing completion. The work included removal of dead trees and most Ash trees (due to Emerald Ash Borer disease in our region). The work was completed within the northern area of the upper lake, the east end of the lower lake, and the outlet area west of the lower lake to open the view of the historic railroad bridge.

The peninsula formed from the dredging bags near the Fenwick residence has settled. The contractor will add fill to achieve positive drainage and reseed.

The Fenwick's will submit a utility bill for reimbursement to cover the cost to provide temporary irrigation for the seeded area during lawn establishment.

Old Business

Debris Trap – Based on discussions with the City, this isn't feasible due to regulation.

Solitude Lake Management (SLM) – status – Justin provided a summary.

It's been noted that the lower lake (lake 3) has a green plant material covering about half of the surface. This has developed over the past couple of warm days. Justin will contact SLM to discuss what the plants are, and what plan of action is needed.

(As a follow-up to the meeting, Bob Smith visited Lake 3 on April 10th and mentioned the green is not algae, but another less problematic plant material that may clear up on it's own.)

Financial Update – status – Denise Heintz, serving as interim Treasurer (due to Gail Noggle’s resignation since our previous meeting), provided a summary.

Jeff Fenwick made a motion to make Denise Heintz the permanent Treasurer, seconded by Justin Foss, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeffrey Fenwick, Jane Earnhart. Nays: none. Abstain: Denise Heintz

Central Bank of the Ozarks – Checking Account status – Current balance \$37,326.65. Refer to the attached handout.

CFO Account - Carl Price noted the current balance in the CFO account is \$2,619.61. Neighbors may continue to make donations to the CFO, and it is tax deductible. We are required to maintain a minimum balance of \$1,000 to keep the account active.

Line of Credit – We have spent \$15,150.00 from the line of credit.

Denise Heintz made a motion to pay off the line of credit this summer to avoid interest, seconded by Jeff Fenwick, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeffrey Fenwick, Jane Earnhart, Denise Heintz. Nays: none. Abstain: none

During the financials discussion, the maintenance figure (MTN-Easement Care) was modified from \$2,000 to \$5,600, and the 2020-2021 Budget was updated to add a line item for potential Solitude treatment of Lake 3 for \$8,000. The updated sheets are attached.

Denise Heintz made a motion to allow the filing of the required financials report with the State, seconded by Jeff Fenwick, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeffrey Fenwick, Jane Earnhart, Denise Heintz. Nays: none. Abstain: none

Jeff Fenwick made a motion to approve the financial report, seconded by Justin Foss, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeff Fenwick, Jane Earnhart, Denise Heintz. Nays: none. Abstain: none.

Signage – Denise Heintz provided a summary of the effort to date.

Vern, the neighbor donating the signs, is pricing the designed signs for the tax deduction. He is trying to expedite the fabrication of the signs for the lakes. There will be signs that designate the limits of public access (along the adjacent street right-of-way), and signs that include the rules for use of the lakes.

CID Website – Justin provided a summary of the website work. The website is: www.SouthernHillsNeighborhood.com

Items to add to the website include: 1) informing neighbors they can contribute a donation to C.F.O. that is tax deductible, and 2) lake sign information.

Justin Foss made a motion to research yard signs to be used to announce the website and expend up to \$500 for the signs (including printing), seconded by Jeff Fenwick, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeff Fenwick, Jane Earnhart, Denise Heintz. Nays: none. Abstain: none.

Other business

Bob Lowe is willing fill the seat on the Board vacated by Gail Noggle.

Denise Heintz made a motion to recommend Bob Lowe to City Council for their approval of his appointment to the Board, seconded by Jeff Fenwick, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeff Fenwick, Jane Earnhart, Denise Heintz. Nays: none. Abstain: none.

The next CID meeting will be in July.

Adjourn – With no further discussion, the meeting was adjourned at approximately 7:30 p.m. Denise Heintz made a motion to adjourn, seconded by Jeff Fenwick, and approved by the following vote: Ayes: Carl Price, Justin Foss, Jeff Fenwick, Jane Earnhart, Denise Heintz. Nays: none. Abstain: none.

Action Items for Board Members to complete:

Carl Price – chair responsibilities

Denise Heintz – coordinate signage, and treasurer responsibilities

Justin Foss – maintain the website, coordinate with Solitude

Jane Earnhart – secretary responsibilities, and begin compiling data for grant preparation

Minutes prepared by: Jane Earnhart, Secretary, Southern Hills CID

April 1, 2019

Treasurer Report

By: Denise Heintz, interim Treasurer

Official Appointment – pending public meeting and board approval

Attached are the updated balanced financial reports as follow:

- Bank Statement – source and use balanced as of 4/1/19
 - Bank Balance \$37,326.65
 - Pending payable – Choice Lawn balance \$6,000 – Board approval for final pymt
 - CID Tax Deposit total to date \$41,416.08 – last deposit 3/13/19
- 2019 Budget vs Actual
- 2020-2021 Budget Projections
- Line of Credit – Central Bank
 - Principal balance \$15,150 – all from previous Treasurer activity
 - Matures 8-20-19 – will renew.
 - Action for Vote – pay principal balance in full

June 30 Annual Financial Report due to State Auditor – vote to allow Treasurer to file

| Southern Hills Community Improvement District - Check Ledger/Balancing | | | | | | | |
|--|------------|-----------------------|-----------|------------------|---------------|--------------|--|
| Represents balanced with bank account | | | 3/31/2019 | | | | |
| Date | Check # | Source/Payee | | Deposits/Credits | Checks/Debits | Balance | Description |
| 8/31/18 | Deposit | Central Bank - LOC | x | \$5,000.00 | | \$5,000.00 | Open acct/initial deposit |
| 8/30/18 | 1001 | Solitude | x | | \$2,296.00 | \$2,704.00 | July-August |
| 8/30/18 | 1002 | MO DNR | x | | \$200.00 | \$2,504.00 | Permit |
| 9/18/18 | 1003 | Steve Wolfe | x | | \$65.00 | \$2,439.00 | Lake clean up |
| 9/20/18 | 1004 | Lowther Johnson | x | | \$43.83 | \$2,395.17 | Legal - reimburse for filing and postage |
| 9/25/18 | 1005 | Your Choice Lawn | x | | \$5,000.00 | (\$2,604.83) | Lake clean up |
| 9/26/18 | Deposit | Central Bank - LOC | x | \$5,000.00 | | \$2,395.17 | fund transfer |
| 10/2/18 | 1006 | BXS Insurance | x | | \$1,850.00 | \$545.17 | Liability coverage |
| 10/12/18 | Deposit | Central Bank - LOC | x | \$5,000.00 | | \$5,545.17 | fund transfer |
| 10/15/18 | 1007 | Solitude | x | | \$2,296.00 | \$3,249.17 | Sept-Oct |
| 10/29/18 | 1008 | VOID for County Asses | x | | | \$3,249.17 | |
| 10/30/18 | Phone pymt | West Bend | x | | \$879.00 | \$2,370.17 | General Liability |
| 10/30/18 | 1009 | Gail Noggle | x | | \$85.09 | \$2,285.08 | Reimburse stamps and supplies |
| 10/30/18 | 1010 | St. James Church | x | | \$300.00 | \$1,985.08 | Meeting room |
| 11/6/18 | 1011 | Greene County | x | | \$40.92 | \$1,944.16 | Net cost of election |
| 11/6/18 | 1012 | Solitude | x | | \$1,148.00 | \$796.16 | November |
| 12/17/18 | Deposit | Greene County Distr | x | \$6,433.10 | | \$7,229.26 | Tax Revenue |
| 1/7/19 | 1013 | Solitude | x | | \$1,148.00 | \$6,081.26 | December |
| 1/7/19 | 1014 | Solitude | x | | \$1,148.00 | \$4,933.26 | January |
| 1/15/19 | 1015 | St. James Church | x | | \$100.00 | \$4,833.26 | Meeting room |
| 1/16/19 | Deposit | Greene County Distr | x | \$29,074.49 | | \$33,907.75 | Tax Revenue |
| 2/19/19 | Deposit | Greene County Distr | x | \$4,873.44 | | \$38,781.19 | Tax Revenue |
| 2/21/19 | 1016 | Solitude | x | | \$1,148.00 | \$37,633.19 | Feb Mtn |
| 2/21/19 | 1017 | Central Bank | x | | \$193.59 | \$37,439.60 | LOC Interest |
| 3/13/19 | Deposit | Greene County Distr | | \$1,035.05 | | \$38,474.65 | |
| 3/20/19 | 1018 | Solitude | | | \$1,148.00 | \$37,326.65 | March Mtn |
| TOTALS | | | | \$56,416.08 | \$19,089.43 | | Balances w/4/1/19 Bank Report |

| Southern Hills 2019 Budget vs Actual | | | | |
|--------------------------------------|----------------------|-----------------------|-------------------------|--------------------------------------|
| <i>As of Date</i> | | \$43,554.00 | | |
| | BUDGET | ACTUAL to Date | Variance to Date | Comments |
| Sources | | | | |
| Greene County Distr | \$45,000.00 | \$41,416.08 | (\$3,583.92) | 2018 Collected in 2019 |
| LOC Funds Drawn | \$15,000.00 | \$15,000.00 | | 2018 Funds drawn |
| Total Sources | \$60,000.00 | \$56,416.08 | (\$3,583.92) | |
| Uses | | | | |
| Insurance - General Liability | (\$879.00) | (\$879.00) | \$0.00 | Incl 2018 carryover |
| Insurance - BM Liability | (\$1,850.00) | (\$1,850.00) | \$0.00 | |
| Professional Services - Atty | (\$500.00) | (\$43.83) | \$456.17 | |
| Professional Services - Acct | (\$500.00) | | \$500.00 | |
| Mtn Contract - Solitude | (\$13,776.00) | (\$10,332.00) | \$3,444.00 | |
| Mtn - easement care | (\$5,600.00) | (\$65.00) | \$5,535.00 | Your Choice Lawn Care |
| Misc | (\$250.00) | (\$240.92) | \$9.08 | DNR permit/Gr Co cost |
| Meeting Room | (\$700.00) | (\$400.00) | \$300.00 | Incl 2018 carryover |
| Supplies | (\$100.00) | (\$85.09) | \$14.91 | |
| Website and Communications | (\$500.00) | | \$500.00 | |
| Mtn Contract - tree/brush | (\$5,000.00) | (\$5,000.00) | \$0.00 | Your Choice - one time clean up |
| Major Mtn - Costs/Reserve | (\$6,000.00) | | \$6,000.00 | Final Clean up - see CFO use \$6,000 |
| Signage misc -allowance | (\$1,000.00) | | \$1,000.00 | Unknown - trying for 100% donation |
| Debt Service | | | | |
| Principle - bal \$15,150 | (\$15,150.00) | | \$15,150.00 | Principle due at maturity 8/20/2019 |
| Interest | (\$500.00) | (\$193.59) | \$306.41 | Int only until RE funds received |
| Total Operational Use | (\$52,305.00) | (\$19,089.43) | \$33,215.57 | |
| Total /Balance with Bank Acct | \$7,695.00 | \$37,326.65 | | |
| Other Account- CFO | | | | |
| CFO Watershed Fund | \$8,571.16 | | | 2018 year-end bal |
| Choice Lawn | (\$6,000.00) | | | Pd Direct from CFO account |
| Account Balance | \$2,571.16 | | | |

| Southern Hills 2020-201 Budget Projections | | | |
|--|----------------------|----------------------|------------------------------------|
| <i>As of Date</i> | | | |
| | 2020 | 2021 | |
| Sources | | | |
| Greene County Distr | \$45,000.00 | \$45,000.00 | |
| LOC Funds Drawn | | | |
| Total Sources | \$45,000.00 | \$45,000.00 | |
| Uses | | | |
| Insurance - General Liability | (\$900.00) | (\$900.00) | |
| Insurance - BM Liability | (\$1,850.00) | (\$1,850.00) | |
| Professional Services - Atty | (\$500.00) | (\$500.00) | |
| Professional Services - Acct | (\$500.00) | (\$500.00) | |
| Mtn Contract - Solitude | (\$13,776.00) | (\$13,776.00) | |
| 3rd Lake Potential - treatment | (\$8,000.00) | (\$8,000.00) | Budget until couple years exposure |
| Mtn - easement care | (\$5,600.00) | (\$5,600.00) | |
| Misc | (\$250.00) | (\$250.00) | |
| Meeting Room | (\$700.00) | (\$700.00) | |
| Supplies | (\$100.00) | (\$100.00) | |
| Website and Communications | (\$500.00) | (\$500.00) | |
| Mtn Contract - tree/brush | (\$5,000.00) | (\$5,000.00) | |
| Major Mtn - Costs/Reserve | (\$5,000.00) | (\$5,000.00) | |
| Signage misc -allowance | (\$250.00) | (\$250.00) | |
| Total Operational Use | (\$42,926.00) | (\$42,926.00) | |
| Debt Service | | | |
| Principle - bal -0- | | | |
| Interest | | | |
| Total Debt Service | \$0.00 | \$0.00 | |
| Annual Cash Flow | \$2,074.00 | \$2,074.00 | |
| CUMULATIVE Cash Flow | \$2,074.00 | \$4,148.00 | |
| Other Account- CFO | | | |
| CFO Watershed Fund | \$2,571.16 | \$2,517.16 | |