

**St. Charles Community Association
Annual Meeting Minutes
February 6, 2022**

Meeting Called to Order:

The annual meeting was called to order at 4:01 PM, February 6, 2022. Heather Albright, the 2021 President, led the meeting.

The following 2021 board members were present: Heather Albright, Tom Dematti, Marybeth Dockery, John Dugan, Landon Eddleman, Mary Jane Horn, Judy Houser, and Olivia Pate.

Other participants in the SCCA Annual Meeting who were present included:

Heather Starnes, CrimeWatch Leader and LID Commissioner
Sarah Adams, Treasurer
Suzanne Sage, Executive Director

Major King, LRPD – Northwest Division

Brad Walker, attorney for the St. Charles Community Association

Lance Hines, Ward 5 City Director

About 59 residents attended the meeting.

Heather Albright gave opening comments and introduced the 2021 St. Charles Board of Directors, as well as Treasurer and Executive Director and CrimeWatch Leader.

LRPD Update

Major King from the LRPD attended the meeting. He shared that crime rates in Little Rock were up in 2021 and are expected to increase in 2022 as well. It was noted that most of the issues in St. Charles were attributed to auto break ins.

He reminded residents to lock their vehicles and to not leave valuables or anything that looks like valuables in their vehicles. He communicated that 44% of stolen guns are from auto break ins.

He also shared with residents the importance of reporting any and all crimes. The LRPD is very data driven and responsive to data.

Major King noted that there are several new classes of rookies who will help fill in the openings for officers.

He also encouraged residents to use the online reporting tool. This allows residents to easily make a police report for many types of crimes.

St. Charles Real Estate Market Update

Resident, Realtor and board member Marybeth Dockery shared 2021 home sales information for St. Charles and Villages of Wellington. She noted that St. Charles was a desirable community and that while the number of homes sold in St. Charles decreased from 2020 to 2021, the price per square foot increased. Marybeth offered to send a report to any interested residents.

2021 Year In Review:

Various board members presented the 2021 Year In Review report to residents. Some of the highlights and improvements to St. Charles community in 2021 included:

General – Over \$7,700 in prior year assessments/fees were collected in 2021; the ACC actively interacted with residents on updates, approvals and infractions; legal counsel was retained to assist in collection of past dues and management of ACC issues. St. Charles partnered again with Centennial Bank to offer payment options for assessments. All capital improvement projects were done without having to access a line of credit.

Community Activities – Activities were limited again this year due to COVID-19. Despite that, the following activities took place with good success: Food Trucks at the Park, Yardi Gras Decorating Contest, Easter Bunny Parade, First Friday Movie/Food Truck events at the pool, Popsicles with Cops, Back to School Splash Bash, 1st Annual Trunk or Treat, Santa Parade, Luminaries on the Loop and Yard of the Month.

Yard of the Month

The Houston Family of 817 St. Michael Place won the drawing for the \$200 home improvement gift card. The Board noted that all Yard of the Month residents were greatly appreciated for the effort they put into maintaining their properties.

Communications/ Collaboration – email and newsletter communications informed residents of news in the community, as well as St. Charles' participation in nextdoor.com and engagement with Facebook and Twitter. In 2021, St. Charles produced 2 emailed newsletters and 2 mailed newsletters to streamline printing and postage costs, as well as create some efficiencies. In addition, the association continued to cultivate working relationships with other community associations and with the City of Little Rock services.

Parks/Pond/Tennis Facilities – phase one of a multi-phase walking trail resurfacing project was completed, the multi-year alligator weed eradication project at the pond continued, ground surface material replaced at the St. Charles playground/park, new windscreens at the tennis courts, new picnic tables and gazebo repair at St. Thomas Park, power washing of facilities and tree removal/maintenance at the pond.

Entrances/Landscaping – Ongoing updates and replacements to sprinkler system wiring, valves and controllers, entrance decorations professionally installed at Napa Valley and Loyola entrances; recent auto accident at Loyola Island will be repaired and the police report for this incident has been obtained.

Pool Facilities – new cloud-based gate entry system was put in place, addition of Wi-Fi at the pool/park, construction of new onsite storage building at the pool, pool filtration system upgrade and mechanical room updates completed, new automatic vacuum at the pool, power washing of entire pool facility and research and planning for pool facility updates.

2021 Financial Report/2022 Budget:

Heather Albright presented the 2021 financial report/2022 budget. She noted that there are three main sources of income for St. Charles Community Association: association dues, pool-related income and other income such as late fees and interest.

Total income for 2021 was \$331,127 and expenses were \$441,967. The 2022 budget has projected income of \$342,800 (payment of 700 of 720 assessments and conservative budgeting not counting for collection of past dues). Projected expenses are \$614,452 including \$350,000 of capital improvement projects. These budgets are based on evaluation of three-year averages of expenses and income, combined with discussion of upcoming needs and projects. The Board votes to approve the budget each year.

The Association is taking measures to reduce expenses, printing less, mailing less, etc. In the past years, funds have been built up in reserves, which will help fund the upcoming major improvement projects.

Sarah noted that typically we end each year with 15 – 20 outstanding homeowners.

Pool House Renovation Project

Heather Albright and Landon Eddleman provided an update on the Pool House renovation project. The updates to the exterior were shared. Key areas of improvement include the exterior, expansion of the deck area and over the entrance area, addition of HVAC, updated bathrooms and guard room renovation. The facility will be able to be used year-round with the improvements. While the storage shed was completed in 2021, due to supply chain issues, the pool house renovation is slated to start in September 2022.

Upcoming Projects

The board shared with residents that there are many significant upcoming projects in the community. These include:

- Embankment project/walking bridge updates
- Pool resurfacing/new tiles
- Asphalt trail resurfacing (several phases over multiple years)

- Back pond dredging
- Tennis court resurfacing
- Sprinkler system upgrades
- Gazebo updates
- Basketball court updates

Lighting Improvement District Update

Lighting Improvement District Commissioner Heather Starnes provided a status update on the St. Charles Lighting Improvement District.

2021 Annual Report to the Saint Charles POA By the Saint Charles Lighting Improvement District February 6, 2022

This report, intended to supplement the Commissions' regular presentation at the St. Charles POA annual meeting, is an updated and summary of activity from 2021.

Our Mission: Ensure the effective construction, operation, and maintenance of street lighting systems throughout the Saint Charles Neighborhood.

1. The commission members serving are:
 - a. Heather Hendrix Starnes, who joined the commission April 3, 2019.
 - b. Patrick Mathieu, who joined the commission April 30, 2014; and
 - c. Mike McClellan, who joined the commission in January of 2004.
2. Each year the commission files an annual transparency report in compliance with Arkansas law. Wright, Lindsey, and Jennings will again assist with filing for the LID by mid-February.
3. We will continue utilizing the professional services of Improvement Districts, Inc.; the accounting services of Jason Stoyanov, CPA; and legal services from Wright, Lindsey, and Jennings.
4. The LID maintains all funds with First Security Bank.
5. As expected, we received income of slightly less than \$20,000 from Pulaski County tax assessments as a result of the reduction in the assessment amount that was implemented in 2018. As of this report, there currently are two (2) delinquent taxpayers.
6. With minimal expenses, including, but not limited to, battery charging, tree trimming, storage rental, legal, financial, and cell phone, we spent a little less than \$5,700 compared to an average of \$75,000 annual pre-solar expenditures. Natural gas savings is roughly \$30,000-\$45,000 annually.

7. Maintenance expense in 2021 was \$2,500 as most of the equipment is covered by manufacturer's warranty. Previously, we averaged the last two years gas light maintenance at \$27,500. We project an estimated \$3,500 annual maintenance expense. Innovative Power is working with our light vendor to secure some additional replacement components but there are challenges due to supply chain issues overseas.
8. The full retrofit project completed in 2019 is saving residents approximately \$75,000 per year and full payback for the project occurred in the summer of 2021.
9. The commission voted to support financially (\$19,400) the solar light additions around Lake Saint Charles. Innovative Power Solutions of North Little Rock completed the work in early September 2020.
10. As a reminder, we work with Walter McSpadden of Wright, Lindsey, and Jennings for legal services. In February of 2019, he finalized the paperwork to ensure that the 2019 tax assessment for the neighborhood was reduced for each parcel. The new assessment was set to raise approximately \$20,000 per year from the residents down from \$160,000 each year. The average homeowner assessment dropped from \$225 to less than \$30.
11. The LID Hot Line for reaching a commissioner or reporting maintenance needs is 501-786-1543. The dedicated email address is stcharleslid@gmail.com
12. The environmental impact of the solar lighting conversion is the elimination of 724,605 pounds per year of CO² which is the equivalent of planting 456 mature trees per month in the city.

Commissioners: Heather Starnes, Patrick Mathieu, Mike McClellan

QUESTIONS:

1. Q. How long will the lights take to charge?
A. It takes approximately 9 hours to fully charge the battery.
2. Q. How long will the charge last?
A. Approximately 42 hours at energy saving mode.
3. Q. How long will the fixtures last?
A. The expected life of a lamp is roughly 50,000 hours or approximately 12 years.
4. Q. I've noticed there is not a glass lens in the solar light, is that to be expected?
A. Yes, the fixtures selected do not have glass lenses. Much of the maintenance issue with the gaslights is that the glass panes would break, creating an issue with the fixture.
5. Q. What happens when commissioners retire from the LID?

A. We have been archiving a comprehensive amount of data for the next generation of commissioners to access and add to.

Attorney Brad Walker Update

Brad communicated to residents that his work with the SCCA focuses primarily on assessment collections and ACC issues. He noted that St. Charles is a large POA that works to do things the right way. He is pleased to work with the Association.

Ward 5: City Director Update

City Director for Ward 5, Lance Hines provided an update to the residents: Director Hines reminded residents that in 2011 city voters approved a 10-year 3/8 cent sales tax that went into effect in 2012 and that ended at the end of 2021.

Lance Hines noted that the City of Little Rock board was working through safety and crime issues. He noted that the City plans to replace the Kanis Park basketball court and he realizes that private parks in West Little Rock are often used in a public capacity. He noted that VOW was looking at adding pickleball to their courts' facility.

Director Lance Hines also provided feedback on some of the resident q and a topic.

Resident Comments

Topics/comments from residents included:

- **Speeding on St. Charles Blvd. and Loyola Drive**
- **Drivers not stopping at St. Charles Blvd. and St. Charles Court stop sign**

LRPD representatives have documented the traffic issue in the pasts and will schedule extra traffic patrols in St. Charles when requested. Lance noted that if a street is approved for speed bumps, the new kind for slowing to 15 mph or cars will bottom out. Lance prefers roundabouts as a solution. Residents can request LRPD patrols through Lance if desired.

- **Basketball Court: What is the status of the basketball court?**

Basketball court was closed to COVID. A positive outcome was that the vandalism and damage at the courts has ceased. Some residents have expressed a desire to have the basketball courts open again. Options for alternate uses of the basketball court are being considered. Pickleball courts were suggested as one option.

- **Solar Panels on homes in St. Charles**

The ACC reviews these requests. Guidelines are to keep solar panels off the front of the home to maintain visual integrity. Side and back locations are typically approved.

Election of 2022 Board of Directors:

Ballots for the election of the 2022 Board of Directors will be emailed to registered attendees and others who have requested them. 72 completed votes (quorum) are required to elect the board. Up to ten positions are available. Eight board members (Deason, Dematti, Dockery, Dugan, Eddleman, Horn, Houser, Pate were on the ballot). Resident Joe Arnold was also on the ballot and resident Matthew Anderson submitted his name for candidacy after the ballot was set. 2021 board members Heather Albright and Bush Williams did not submit their names for the election but were recognized for their years of service to the board.

The meeting adjourned at 5:56 PM to resume on 2/10/22 at 6:30 PM at the same Zoom link for acknowledgment of final votes for 2022 Board of Directors.

The meeting reconvened at 6:35 PM on 2/6/22 with the following board members present: Tom Dematti, John Dugan, Marybeth Dockery, Landon Eddleman, Jared Deason and Mary Jane Horn. The following residents were present: Matthew Anderson, Joe Arnold

Suzanne presented the final election results for the 10 board member positions for 2022.

Election Results for 2022 Board of Directors Election

Started at: February 6, 2022 at 5:00pm
Finished at: February 10, 2022 at 5:00pm
Time zone: Central Time (US & Canada)

84 of 117 ballots cast.

Candidate: Members

Tom Dematti: 66 votes (10.2%)
John Dugan: 70 votes (10.8%)
Marybeth Dockery: 69 votes (10.6%)
Olivia Pate: 67 votes (10.3%)
Landon Eddleman: 69 votes (10.6%)
Joe Arnold: 70 votes (10.8%)
Jared Deason: 67 votes (10.3%)

Judy Houser: 69 votes (10.6%)

Mary Jane Horn: 68 votes (10.5%)

The gentleman who was announced late on zoom (can't remember his name): 1 vote (0.2%)

Anderson: 1 vote (0.2%)

Matthew Anderson: 1 vote (0.2%)

Matthew? (He has lived here for 3 yrs. & spoke but wasn't on the ballot): 1 vote (0.2%)

Michael Anderson: 1 vote (0.2%)

Jeff Pierce: 1 vote (0.2%)

Matthew Anderson: 4 votes (0.6%)

Mr. Anderson: 1 vote (0.2%)

Matthew Anderson: 21 votes (3.2%)

Matthew: 1 vote (0.2%)

Consolidated votes for Matthew Anderson: 32 votes

Joe Arnold, John Dugan, Judy Houser, Landon Eddleman, Marybeth Dockery, Mary Jane Horn, Jared Deason, Olivia Pate, Tom Dematti, and Matthew Anderson win with 10.8%, 10.6%, 10.5%, 10.3%, 10.2%, and 3.2% of the vote each.

Votes tallied: 648

Landon Eddleman made a motion to accept the top 10 elected board members: Dematti, Dugan, Dockery, Pate, Eddleman, Arnold, Deason, Houser, Horn, and Anderson. John Dugan seconded the motion. It passed unanimously.

Bush Williams made a motion to adjourn the meeting. Landon Eddleman seconded the motion. It passed unanimously. The meeting adjourned at 6:38 PM.