

# ***Bella Flora Corporate HOA***

## ***Meeting Minutes***

01 February 2018

### **I. Call to order**

Chuck Peterson called to order the regular meeting of the Bella Flora (BF) Corporate HOA at 7:10 pm on 1 February 2018 at the Gladney Center.

### **II. Introduction of Board Members**

Chuck Peterson introduced the HOA board and the GloboLink Management Team to the residents present.

He also announced Jerry Fisher's decision to resign from the Board for personal reasons and thanked him for his service as the Board's Treasurer over the past 16 months.

The Association By Laws require the remaining Board members to select a replacement to serve the balance of Jerry's term. Chuck and Ken Merchant plan to fill the position from the list of candidates who ran for the original board.

### **III. Status Report**

A. **Dues:** Chuck Peterson reported that of the 182 lots in Bella Flora, 170 have been sold or are occupied. This puts at a point where 93% of the lots are generating dues payments to the HOA. Chuck also summarized the sales history in the community pointing out the downturn in 2008 which was followed by a significant growth in sales from 2012-2017. One lot has sold in 2018.

Chuck pointed out that the developers are not required to pay dues under the transfer agreement that gave the homeowners control of the HOA. He reminded the group that they also bankrolled the community in the early days and through the tough times in 2008.

Dues are set at \$3000 per year in the CCRs and residents paid \$2500 per year through 2012 and \$1950 per year since. Discounts were offered (\$1520 per year) for a period of two years based on financial needs of the Association.

The Creeks joined the Bella Flora HOA on 27 October 2017 and 29 lots have transferred into the Association. They've paid \$1500 per year from 2012-

2018 and their dues will be raised to meet the rest of Bella Flora beginning in 2019.

- B. **CCR Violations:** Chuck explained that violations include lawn upkeep, failure to secure Architectural Control Committee (ACC) approval prior to beginning alterations to a home or lot, unkept flower beds, trailers and RVs kept on property, commercial vehicles kept on property and others as described in the CCRs.
- C. **Unpaid Dues:** On the matter of Unpaid Dues, three residents had not paid their 2017 dues as of 31 December 2017 and the Association has filed liens against those properties. Foreclosure will follow if these dues are not paid.
- D. **Association Website:** The Association website (BFHOA.org) was then discussed and residents were shown how to retrieve ACC forms for new project approval. The Board expects the requests to outline the project and contain sufficient plans, sketches, and material description detail to allow the ACC and Board to render a decision.
- E. **Policy Changes:** Chuck outlined recent policy changes that had been implemented by the HOA. These included the policy on Motorized Recreational Vehicles and All Terrain Vehicles in the neighborhood. The policy has had the desired effect and traffic has been reduced. He outlined the new policy requiring fences around pools and discussed the liability associated with not having one for the homeowner and potentially the HOA. A proposed policy involves requiring trash receptacles to be screened from view or kept inside garages on non-trash pickup days. The proposed policy also specifies when receptacles can be placed curbside for pickup and when they must be removed. We learned that the Creeks had not received the proposal so we delayed a vote until the draft can be redistributed.
- F. **Social Committee:** Chuck thanked the Social Committee members for their efforts to host the 7<sup>th</sup> Easter Egg Hunt, a 4<sup>th</sup> of July Parade, Ice Cream Truck and Harvest Festival. The committee is led by MJ Bentley and a team of volunteers. Thank you again for all you did for our community last year.
- G. **Bella Ranch Construction:** Bella Ranch will soon begin a new construction phase which will add nearly 140 lots to their current plan of ~300 lots. Beyond that there are plans for at least two more phases. Chuck showed the residents the plan for a new entrance into Bella Ranch off of 377 and the addition of Bella Creek Parkway and Bear Creek Parkway. The latter is expected to pass very near the north end of Bella Milano Drive. Bella Ranch

is expected to add a second entrance into their community at Bella Dio Drive where the road currently splits and dead ends. This gate will end up on Bella Creek Parkway which will connect to 377 roughly 1000 feet north of the current Bella Ranch main gate. It will also provide their second entry/exit point and they will no longer require access to Bella Flora through our gate on Bella Vino Dr. Timing of the Bella Dio gate is still to be determined but we anticipate construction will begin in the next few months as Bella Creek Parkway is made ready to support the new construction phases.

- H. **Gate Changes:** Chuck and Ken went on to explain the Board's plan to establish Bella Flora as a gated and guarded community. They summarized the main gate and gatehouse project as well as plans for the secondary gate on Bella Vino Dr (aka the Bella Ranch gate).
- Until such time as the second Bella Ranch gate is constructed, our secondary gate must remain accessible as a secondary exit for Bella Ranch. The City of Fort Worth has mandated this in the event their main gate is out of commission or inaccessible.
  - Therefore, our Bella Vino gate will be closed but will open and close via pressure sensors on both sides. This will allow traffic to flow between the developments but keeping the gates closed should slow the traffic coming into Bella Flora and it is hoped that much of the construction traffic will choose the Bella Ranch main gate vice coming through Bella Flora.
  - Once Bella Ranch's Bella Dio gate is opened, the Bella Vino gate will be closed permanently but our residents will be allowed to exit in the case of emergencies or if our main gate becomes disabled or inaccessible. This is the way the Bella Vino gate functioned 3-4 four years ago until the City required it to be kept open from both directions.
  - School buses and emergency vehicles and first responders will have access in both directions. Emergency vehicles and first responder's sirens will open the gates and this feature is tested periodically to ensure they maintain access.
  - The new Bella Ranch developments will bring at least 450 new homes so at some point, the servicing school districts will have to add additional buses to service those areas.
  - It is important to note that the roads in Bella Flora are private roads and the Association receives no funding for their maintenance from federal, state or local sources. Any maintenance must come from the HOA budget and we've budgeted for some routine maintenance but any major damage caused by excessive traffic or heavy construction traffic will likely require an assessment.
  - We've added an HVAC system, toilet, camera monitors, blinds, and attic access for maintenance to the guardhouse so that it will support manned

security. Once the gatehouse project is complete, we will have Lone Star modify their services to provide a guard at the gate for 12 hours per day, anticipated to be 6 am to 6 pm, and 2-4 hours of mobile patrol into the evening hours. This is a starting schedule and is covered by our current budget. If we find additional patrol time is needed, we'll work with Lone Star to adjust.

- The guard will be able to allow and deny access to anyone not requiring entry into Bella Flora. Bella Ranch residents and construction traffic will be asked to enter through their main entrance. We ask that once the gate is closed, Bella Flora residents no longer use the Bella Vino gate as a routine exit out of courtesy to the Bella Ranch community
- Swing arm gates are being added to the entry and exit lanes. These will create resident and visitor lanes on the entry side. The resident lane will be controlled by an RFID system that is able to read NTTA toll tags so residents will be asked to provide tag numbers for their registered vehicles. Guests will be asked to use the lane closest to the guardhouse and will either gain access by the guard or by using the keypad at times when the gate is not manned. WE ASK THAT GATE CODES NOT BE SHARED WITH BELLA RANCH RESIDENTS. If we allow Bella Ranch residents to access the gates, we'll give up the security we're trying to achieve.
- More information will be forthcoming regarding registering toll tags and advising how to obtain tags for vehicles not equipped with toll tags.
- The Board will also provide entry procedures to residents.
- We asked for your patience as we work through the new procedures as they are certain to require some adjustments once we get started.
- An overwhelming majority (107-15) of our residents supported closing the main and back gates in a survey last year and we believe this will protect our residents' safety, security and property values.

#### **IV. Treasurer's Report**

Chuck presented the Treasurer's Report. The Board had \$296K in revenues in 2017 and capital and repair expenses included:

- Fountain lighting changed to LEDs, \$9200
- Guardhouse modifications to add water and septic, bore under the driveway, \$14,700
- Street signs were replaced throughout the development to ones which are far more legible and block numbers were added to comply with local laws
- Landscaping costs were reduced this year through negotiations with Texas Lawns
- Security was expanded with the switch from Smith Protective to Lone Star Security but the cost of expanded patrols remained within budget

- A resident questioned the revenue reported from the Creeks dues in 2017 and Chuck explained the developers pay zero or \$500 per lot and the Creeks is not at full occupancy. At full occupancy, they'll produce \$330,000 in revenue but it's currently at \$296,000
- Robin Akin asked if maintenance could be expanded along the walking trails, particularly near the bridge along Bella Flora. The Board agreed to follow up with Texas Lawns
- Jerry Fisher proposed a community project to work on the area adjacent to the main gate. The flower beds and bridge there could use some work. The Social Committee offered to help. Jerry and Howard Porter were thanked for their efforts to repair damaged spindles on the other two bridges which were damaged by children last year
- A resident asked if anyone was considering water capacity with the addition of so many homes. Current Tarrant County rules limit wells to one per acre and a resident indicated no more wells can be drilled into the Trinity. The Board will verify that restriction.
- The Association has \$77,000 in current assets and plans to spend \$45,000 on the gate and gatehouse projects. The 2018 annual budget is set at \$314,000.

Jerry presented the 2016 Financial Report and noted that, while the budget had come down some from 2015, the community was starting 2017 in a very favorable position.

- He noted that Texas Lawns had been very cooperative and provided line item detail on their responsibilities.
- The board has decided to retain the services of GloboLink and Jerry complimented the company on their invoicing, collections, accounting, audits and website services.
- Dues and fines were fully paid in 2016
- Only 10 unpaid dues or \$19K remain for 2017. Jerry explained that the CCRs allow liens to be placed against any home that goes significantly in arrears for unpaid dues and/or fines.
- Open fines of roughly \$1900 are being worked for a variety of CCR infractions, mostly minor.
- In response to a question from the residents regarding the number of families in BF/Creeks of Bella Flora (CB), the answer was approximately 150.
- Jerry indicated the board's intent to establish a capital improvements fund over the next few years to enable the Association to make improvements without resorting to assessments in every case.
- A resident asked how the fines could get so large at \$25 but Jerry explained the fines are \$25/day and can add up over time. Same resident asked if the builders were being fined for violations, particularly construction debris, and the answer was yes. Several warnings were issued for this subsequent to the

meeting and these will accrue fines if not resolved within the time allocated within the CCRs.

**V. Answers to Questions Submitted by Homeowners**

The Board provided responses to residents' questions as shown in the attached slides.

- A. A resident asked if above ground water storage tanks will be required to be fully screened from all directions. Current CCRs say they must be screened from the street. We are being more vigilant with requests for new tanks to ensure proper screening is included in the project.
  
- B. Another resident suggested the developers should be made to pay for damage to the roads. The Board explained that this was not part of the transfer agreement and would be difficult to enforce. The agreement was a unilateral document and the Board was not given an opportunity to comment or modify it before we assumed control of the HOA. We believe the gate closure will significantly reduce construction traffic which should minimize the risk of damage in the future.
  
- C. A resident mentioned the new trash service offered in the neighborhood and the opportunity for recycling. The Board does not intend to require all residents to switch from their current provider but recommend everyone examine the offer and determine if it meets their needs.

**VIII Adjournment**

Chuck Peterson adjourned the meeting at 9:00 pm.

Minutes submitted by: Ken Merchant