

# ***Bella Flora Corporate HOA***

## ***Meeting Minutes***

07 February 2019

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

- Chuck Peterson called to order the regular meeting of the Bella Flora (BF) Corporate HOA at 7 pm on 7 February 2019 at Aledo Community Center.

### **II. Introductions and Announcement of 2019 Board Members**

- Chuck introduced the Board Members present.
- The two prospective Board members in attendance, Russell Karr and Vince Borrello, were introduced to the community and each was given time to summarize their qualifications and goals.
- Following a resident vote, Chuck Peterson announced the addition of Russell Karr and Vince Borrello to the HOA Board to the residents.

### **III. Treasurer's Report**

- Chuck summarized the 2018 Financial Report for the residents in attendance.
  - Balance sheet and capital expenditures were presented.
  - Questions centered on the large line items, management fee, security and landscaping. A resident asked if the management services would be competed. Discussion ensued on the cost of security and the expenses related to making the gatehouse functional. Chuck explained that Texas Lawns had been competitively selected and continues to represent a good landscaper given the large amount of common ground in our development.
  - Chuck explained that the Board intends to rebuild a contingency fund and set aside funding for future improvements. The increased dues for 2019 will be used to source those funds.

### **IV. Security and Gates**

- We explained the rationale and history behind closing the main gate for our newer residents. We also explained that the gatehouse was largely just a shell when we took over the HOA in Fall 2017. We had to add septic, HVAC, computer, alarm, improved phone lines and other features in addition to adding the swing arm gates and toll tag reader to allow for faster resident entry. The Board views these improvements as capital expenditures that will result in maintaining our collective property values over time, especially as other developments are completed around us.
- Discussion ensued regarding the cost of maintaining the gates given the sizable initial investment. When the gates were initially completed, they performed well but after full payment was made, we experienced degrading level of service from

gate company. We've since brought in a new provider who came highly recommended by the gate manufacturer. They are scheduled to begin further improvements in late February.

- The Security Committee, led by Russell Karr, has produced a set of operating procedures for residents to use as a guide for entry and exit into the community. The procedures cover recurring guests as well as one time visitors.
- The Board also plans to purchase additional signage for the neighborhood: speed limit, children playing, and additional stop signs.

#### **V. Neighborhood Status**

- Chuck outlined what we've been able to learn about neighboring developments. He also provided a summary of remaining undeveloped properties. 28 properties sold in 2018 and we have just 11 developer owned lots left and any of those have homes under construction.
- CCR violations and unpaid dues were also summarized.

#### **VI. Social Committee**

- Karen Dahlke, who assumed the lead role for the committee from MJ Bentley, gave an overview of upcoming social events and thanked the residents for their support of the 2018 events. The committee plans to continue with the same slate of events they hosted last year and solicited ideas from the community.

#### **VII. Policy Changes and Petitions**

- Party Guidelines: Subsequent discussion centered on the recent large party hosted by one of the neighbors. Based on the large number of complaints we fielded, the Board is considering several changes to the CCRs to ensure we're able to avoid a repeat.
- Fireworks:
- Flag Displays: A proposal was received requesting a CCR change to allow additional flags and types to be displayed. The Board agreed to take this into consideration. A draft CCR change will be sent out for a vote.
- Trash Cans: A motion to require trash cans be garaged or screened failed a vote last year but the Board intends to revise the language and reintroduce the change for a vote. Feedback from last year's proposal indicate the requirement to remove trash cans from the street by 7 pm on collection day kept the vote from passing. A change will be made to require removal later in the day.
- AT&T High Speed Internet Petition: Rodney Summerville introduced a petition requesting AT&T bring fiberoptic connectivity to the neighborhood. Signing opportunities will be announced in the near future.

#### **VIII. Answers to Questions Submitted by Homeowners**

- The Board walked through homeowner submitted questions. The Board's replies are contained in the attached spreadsheet.

**IX. Adjournment**

- Chuck Peterson adjourned the meeting at 9:05 pm.

Minutes submitted by: Ken Merchant

Questions Submitted by Homeowners - 2019

Category	Submitter	Actual Question/Comment	Paraphrased Question/Comment	Response
Barking Dogs	Stephen Moore	Can the Board discuss common courtesies in our neighborhood concerning barking dogs and loud music? Can they explain to all present and send out an email (for those not present) that both are covered in the Declaration of Covenants, Conditions, and Restrictions for Bella Flora and need to be complied with (located for all to read at BellaFloraHOA.org: under sitemap/governing documents). We have approached our neighbors several times over the past year with no results. Allowing your dogs to bark hours on end and playing loud music at your pool is so	Will the Board remind all homeowners about the nuisances of barking dogs and loud music?	The Board encouraged residents to try to deal with these issues resident to resident. If unable to reach an acceptable solution, the Board will engage. Our challenge living outside the incorporated portion of the County, is that we aren't subject to established noise ordinances. The Board will investigate enforceable noise limits that can be benchmarked and established.
Board Members	Jerry Fisher	Were any new board members added after I left - if no why not?	Was a third board member appointed to fill vacated slot?	Yes, after Jerry resigned his position, Hadley Warner was appoint to fill that slot.
BOD Meeting Minutes	Karen Hughes	Meeting minutes from and BoD meetings conducted during 2018.	Wants to see all BOD Minutes	(All the Minutes I have received are posted here:)
BOD Meetings	Karen Hughes	Expected 2019 BoD meeting dates.	What are the expected BOD meeting dates for 2019?	The Board will consider hosting two meetings annually. This will permit a midyear assessment of budget, expenditures, projects and policy/CCR
Capital Plan	Jerry Fisher	Do we have a five year capital plan to cover major expense items - road repairs, drainage issues, lighting, signage, etc.	Wants to see a five year capital plan.	The Board will establish a long term capital plan.
Dues Increase	Karen Hughes	Were homeowners provided prior notice of intent to increase HOA fee (one time charge for security)? First I learned of this increase was with 2019 bill. Please provide a reconciliation of security expense against amount assessed	Was there prior notice of Dues Increase? (Karen seems to imply it was a one time charge for security.)	Notice of increase was mailed to all property owners on November 1, 2018. Not a single envelope was returned to us as undeliverable.
Exposed Garbage Cans	Jack Lambert	At the last meeting we heard that there was a problem with Garbage Cans being left outside in plain view. This does not seem to be under control as of yet.	Why are garbage cans still visible from the street?	A proposed Amendment to require 'hidden' storage of garbage cans was voted down by a majority of the homeowners.
Facebook Posts	Stephen Moore	Can the association discuss who removes post on the Bella Flora HOA Facebook page and the criteria for the removals.	Who removes posts on the community Facebook page and what are the criteria?	Every individual who creates a post has the ability to remove their own post(s). Page Administrators have the authority to remove posts created by others and do so

Fireworks	Jack Lambert	We need to control when and where they are being shot. Have witnessed them being shot over homes.(not ours or the person that was shooting them) Believe individuals firing outside established time lines should be subject to a fine and also responsible for damages.	Will the HOA set restrictions on fireworks?	The HOA will discuss the establishment of fireworks in greater detail in an upcoming meeting. We must strike a balance between freedom to set off fireworks and complete denial. While we recognize the desire to employ fireworks on holidays, we will consider the down side which is the likelihood and liability associated with fireworks being shot off in areas close
Flags	Stephen Moore	Can the Flag Display Guidelines be changed to allow two flags? This was requested to be discussed at last year's meeting. Suggested changes to current printed Flag Display Guidelines: 1. An owner or resident may display: A. The flag of the United States of America; and B. The flag of the State of Texas; or C. An official or replica flag of any branch of the United States armed forces. 2. An owner may not install more than two flag poles on the owner's property. A flagpole can either be securely attached to the face of the dwelling or be a	Can the Flag Display Guidelines be changed?	The consensus at the meeting was open to expanding allowable flag displays. The board will draft a policyCCR change and present it for a vote.
Landscaping	Stephen Moore	Can the association have Texas Lawn place screening shrubs around the electrical box at the Southeast corner of Bella Flora Drive and Portifino Street?	Can the HOA add shrubs around an electrical box?	The Board will request bids to place shrubs as a screen around the electrical box at the corner of Bella Flora and Portofino. We will also explore ways to screen the swing arm boxes at the front gates
Management Contract	Karen Hughes	Please provide a copy of the Management contract. What is the term of the management contract? Renewal process? What competitive quotes were solicited for the Management company contract?	Wants to see the Management contract and know renewal process and bids solicited.	The Board will make the contract available upon request.
Management Fees	Karen Hughes	Why was the Management fee increased from \$30k to \$36k?	Why did the management fee increase?	Because Bella Flora and The Creeks at Bella Flora merged.
Meeting Documents	Karen Hughes	To ensure an organized and efficient meeting, all documents to be presented at the 2/7/2019 meeting should be provided to the homeowners in advance. Please provide.	Wants to see everything in advance of the meeting.	Not all materials being presented at Board meetings are complete in time to support making them available in advance.
Meeting Documents	Karen Hughes	Legible 2018 budget, financials, year end reconciliation/financials, and responses to homeowner questions (only questions were provided). 2019 budget, financials, projected expenses.	Wants to see financials that will be handed out at the meeting.	Once we have a member protected website, the Board will make every effort post financial information in advance of the meetings.
Meetings	Jodi Engfer	Quarterly Homeowners meetings? Not just 1x a year.		The Board will plan to host semi annual meetings in the future.

Meetings	Kathy Thompson	Because we are a relatively new HOA, our community may encounter new issues and concerns that could necessitate timely revisions in our bylaws and regulations. For that reason, we propose that the Bella Flora Homeowners Association meet TWICE a year, rather than annually, until such time that residents deem an annual meeting is adequate to address neighborhood concerns in a timely manner.	Can the HOA have two homeowner meetings per year?	The Board will plan to host semi annual meetings in the future.
Outstanding Accounts	Jerry Fisher	What is the status of all late HOA dues & fines 2019/2018 and older?	What is the status of all outstanding accounts?	This was covered during the meeting
Security	Jerry Fisher	How effective is the new gate security systems?	How effective is the new gate security system?	The new gate system continues to evolve. Until we are able to close the back gate into Bella Ranch and prevent entry the effectiveness of the front gate will remain limited. The Bella Ranch developers have moved forward with their next phase which will require them to build a secondary gate. Once this is complete we

Security	Andy Jackson	I appreciate that the intent of the Board last year with respect to neighborhood security was admirable. However, I also believe it is important to be transparent regarding what has transpired this past year. The new gate / guard house implementation apparently went considerably over budget (by about \$32,000 apparently) according to the letter sent out by Globolink which indicated that gate/security overruns resulted in all HOA cash reserves being depleted. Regardless of whether the by-laws require it, before spending the remaining reserves and running that far over budget, there should have been a communication to homeowners, even to the point of asking for a vote of whether to spend additional funds. This was not done as far as I know. Why not? To have all the reserves spent and then raise HOA fees without some kind of explanatory communication beforehand is unacceptable. With property taxes continually escalating, a higher HOA fee is detrimental to the value of our homes and should not be taken lightly. Regardless of whether the by-laws require it, before spending the remaining reserves and running that far over budget, there should have been a communication to homeowners, even to the point of asking for a vote of whether to spend additional funds. This was not done as far as I know. Why not? To have all the reserves spent and then raise HOA fees without some kind of explanatory communication beforehand is unacceptable. With property taxes continually escalating, a higher HOA fee is detrimental to the value	How effective is the new gate security system and is it cost justified?	The new gate system continues to evolve. Until we are able to close the back gate into Bella Ranch and prevent entry the effectiveness of the front gate will remain limited. The Bella Ranch developers have moved forward with their next phase which will require them to build a secondary gate. Once this is complete, we will be permitted to close our back gate.
Security	Jodi Engfer	Roaming/driving security in addition to guard.	Can the HOA have a roaming guard in addition to gate guard?	The Board is working with Lone Star Protective Services on a plan that would allow us to reduce gate manning in <del>exchange for restoring a limited roaming</del>
Security	Jodi Engfer	Guard has never called when guests come. They just let them through.	Why doesn't the guard call when guests come?	The new gate procedures now in effect require the guards to call residents when a <del>visitor shows up unannounced.</del>
Security	Jodi Engfer	After hours/no guard can a cell phone # be linked to gate? No landline. Never set anything up w/anyone if needed.	Can a cell phone be used at the gate?	Yes. Cell phones have always worked for the gate. What is new is the fact that the gate can now call a long distance number.

Septic Systems	Jack Lambert	Aerobic Systems require that they are inspected by a qualified individual on a set schedule. Unless the homeowner is qualified an outside party needs to be used. Annually when we pay our dues, we should affirm who we have doing that., Additionally, septic systems are required to be chlorinated. While walking my dog, I routinely notice odors which are not pleasant from said systems. While I understand that the smell is most often due to an aerator issue I believe we should	Would the HOA make homeowners affirm to septic system maintenance?	The Board will examine state laws regarding septic system maintenance and establish a policy accordingly.
Service Contracts	Jerry Fisher	When will all major service contracts be sent out for competitive bid - who will review and make the decision on the bid approval?	When do contracts renew and how makes final decisions on contracts?	Contract renewals depend on the individual agreements made with service providers.
Sprinklers/Overseeding	Jan Hooten	The sprinklers in the common areas run even when it's raining. They should follow the same rules as we do. Overseeding with rye grass in the winter uses a lot of water and manpower. I'd like to revisit letting the grass go dormant	Can the common area sprinklers be checked to not run in the rain, and can the HOA stop overseeding with rye?	The water we use to irrigate common areas and maintain pond level is NOT potable water.
Website	Stephen Moore	Can the association/management company establish and maintain a more expanded and improved Bella Flora website to include: 1) calendar of events 2) elected representatives/management company contact information 3) all forms/documents/policies/guidelines 4) hot topics 5) Frequently asked questions for both current/new residents (i.e. who to call in case of an emergency, how to voice a concern, etc) 6) current links and contact information for electric providers, propane providers, garbage services, well maintenance, septic tank services, hospitals, emergency clinics, veterinarians, etc. This would be a secure one stop shop for all residents of Bella Flora. The website would provide factual information and	Wants to see more information on the community website.	Much of what he asks for should be in a secured website, and the rest already exists. GloboLink will commit to a secured "Members Only" area before the end of June, 2019. Hopefully sooner.