

Bella Flora HOA Board of Directors
Annual Meeting Minutes
HighRidge Church
February 27, 2023

I. Call to Order

Ken Merchant called the Annual Meeting of Bella Flora Board of Directors at 7:03 PM.

I. Attendees:

The following Board members were present: Ken Merchant, Zach Long, Vince Borrello, Ann White, & Dale Thomason and Globolink representatives. Residents in attendance were: Akin, Amstein, Anderson, Battenfield, Cleveland, Cutshall, Engfer, Fautleroy, Gittisarn, Goss, Jaros, Kelley, Lackey, Le, Marple, Moehling, Moore, Morrow, O'Donnell, Potts, Ramirez, Taylor, Thomson, Wilcox.

I. Meeting Presentation: The Board presented all information in the following PDF. *Please refer to the document for comprehensive meeting content.*

I. Residents present asked the following questions which were answered by the BOD.:

- a. Greg Akin – Thanked board members for the meeting tonight. He asked for clarification regarding yard clipping bags and whether or not those may be set out prior to the morning of trash pickup. The BOD responded that yard bags may be set out in advance and will clarify this language in the policy. The intent is to prohibit trash bags that contain debris that may attract animals overnight.
- b. Robin Akin – Asked what could be done about drones flying over Bella Flora. The BOD responded that it is difficult to track down individuals flying drones and advances in technology has expanded drone range capabilities. The request was for neighbors to be respectful to neighbors.
- c. Tom Potts – He asked what timeline would be in effect for residents to build a screen for trash bins, pool equipment and/or HVAC units. He noted that the pool equipment screening requirement was effective a few years ago . The BOD responded that there is no expectation at this point for screens to be in place specifically for trash bins; bins may be simply moved into a garage. The BOD would like other policies in effect to be caught up (such as pool screening) as this is the appropriate aesthetic for a neighborhood such as Bella Flora. In this example, a pool screen may be mature plantings and does not have to be a hard structure. The BOD will be addressing a timeline during the upcoming CCR review.

Continued on next page.

Bella Flora HOA Board of Directors
Annual Meeting Minutes, continued.
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- a. Joey Goss – Asked for more information about fire protection water storage. The BOD responded that the home that burned down occurred in 15 minutes a few years ago. If there is central water storage or hydrants supplied by the ponds, then there would be non-potable water available within Bella Flora. The BOD is hopeful the Water Committee will be able to work with Tarrant County and possible available grant money for a 30,000 gal water storage tank in Bella Flora. It was noted that the location of the ponds is not conducive for fire truck hoses to be sunken directly into the ponds for water.
- b. Cheryl Moehling – Volunteered to work the AT&T petition within Bella Flora to obtain signatures for fiber. (refer to slide #6 in the presentation.). The BOD thanked Cheryl for stepping up.
- c. Zach Long – Shared that CCR violations are essentially warnings that a resident needs to take action to correct the violation similar to a law enforcement warning. If a violation is not corrected following a warning, then a violation notice will include a fine.

I. Adjourn: Ken Merchant adjourned the meeting at 8:45 PM.

Respectfully submitted,

Ann White, Secretary



Bella Flora

Annual Homeowner's
Association Meeting

February 27, 2023
HighRidge Church

7:00 - 9:00 PM




- Call to Order
- Welcome & Introductions
- Meeting Format & Guidelines
- 2022 Year in Review
- Committee Reports
- 2022 Financial Summary
- 2023 Budget
- Election Results
- Review of Resident Submitted Questions – time permitting
- Questions
- **Adjourn no later than 9:00 PM**



Bella Flora

Board of Director Introductions

Name	Term	2022 Position	Committee Representative
Ken Merchant	2022 - 2024	President	Security
Zach Long	2022 - 2024	Vice-President	Landscape
Ann White	2022 - 2024	Secretary	Flag
Vince Borrello	2021 - 2023	Treasurer	Infrastructure
Dale Thomson	2021 - 2023	Member- at- Large	Social



*Special thanks to
Penny Honer for
producing Bella Buzz!*

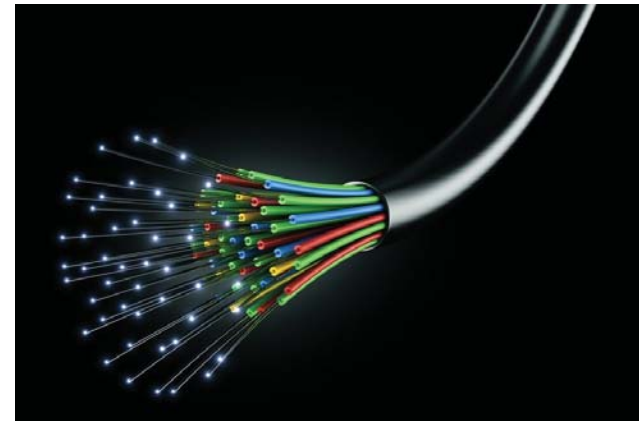
Meeting Guidelines

- There is a lot of information to cover tonight!
- Please silence all cell phones.
- Please refrain from comments and/or questions during the presentation.
- Any resident desiring to address the BOD or the meeting content must have submitted by February 20th via the emailed form.
- Zach Long will serve as our Sergeant at Arms to ensure the meeting stays on track.
- Respect each other during the meeting.



AT&T Fiber

- In 2021, we attempted to gain enough signatures on a petition to bring fiber optic connectivity to our neighborhood
- The effort stalled but we plan to resurrect it
- Recent conversations with AT&T indicate their desire to move us from U-Verse to Direct TV Streaming but current bandwidth limitations don't support the change
- We have a petition available tonight to gain as many signatures as we can, and we will send a request to AT&T on HOA letterhead
- Please limit to **one** signature per household





A Look Back at 2022

Completed Projects: Guard House, Entry Gates & Fencing

- Roof Repaired
- Iron Gates refinished (unplanned)
- Keypad Circuit Board replaced (unplanned)
- Ongoing maintenance and repairs for broken swing arms, sensor issues, etc.
- Replaced iron fencing along FM 1187 entrance



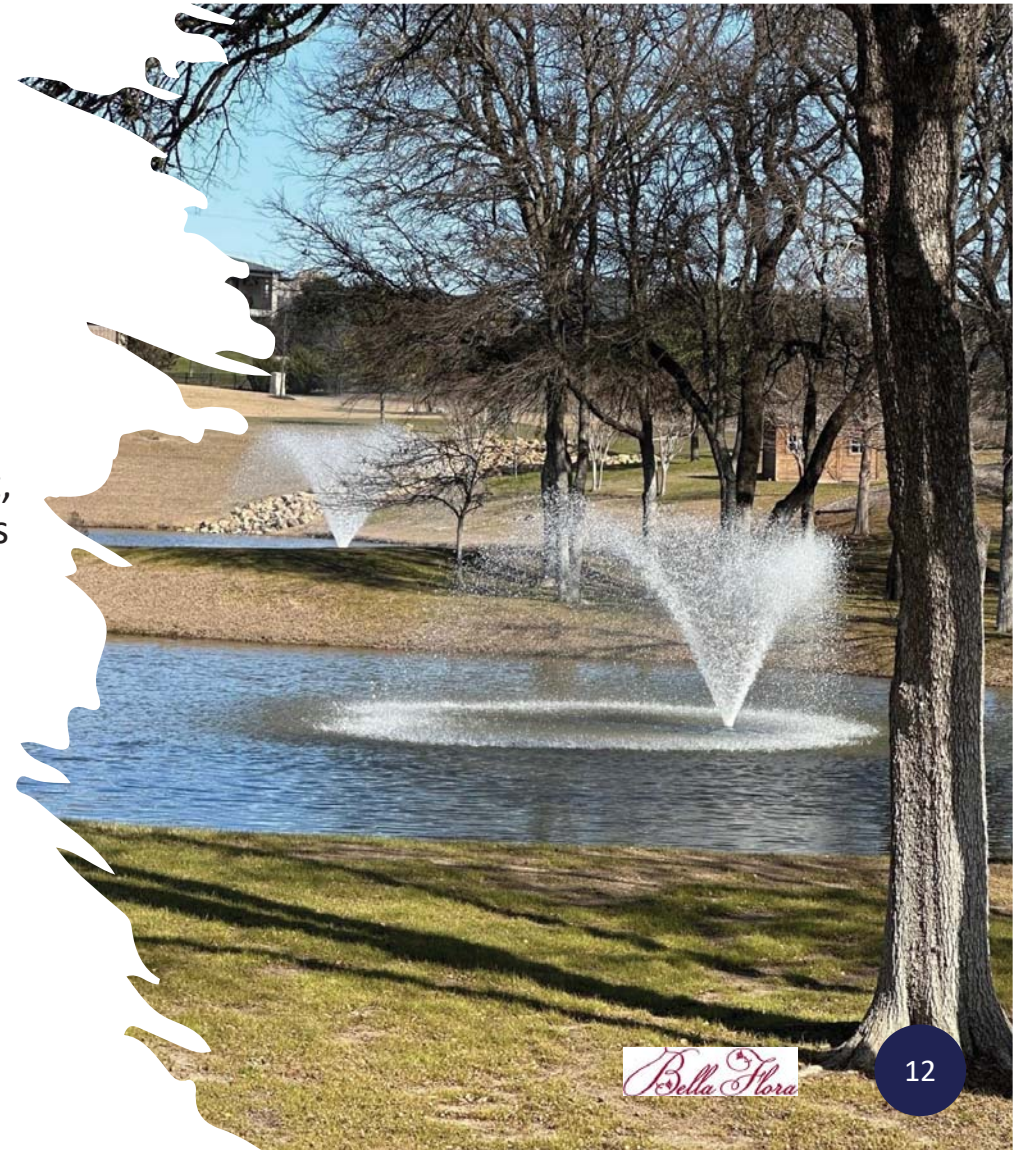
Completed Projects: Landscape

- Two Spring volunteer days to remove dead trees, shrubs and clear out overgrowth in common areas.
- Arborist treated and assessed weather damaged trees & shrubs in common areas; many have not survived.
- Bridges have been repaired as needed rather than replacing.



Completed Projects: Water Related

- Irrigation system for common area automation is completed on 6 of the 7 controllers. Cost was less than \$4,000. 7th controller will require replacement, electric supply & WiFi hotspot. Cost-benefit analysis is in process.
- Pond #1 Pump has been replaced (warranty item)
- Entry Fountain pump has been replaced (warranty item)
- Repairs made to Pond #4 Fountain
- Water well repair & flow line repairs
- Pond maintenance (algae control) has been addressed for all 4 ponds





Bella Flora Statistics:

January 1 through
December 31,
2022

2022 Property Sales Data

11 * Closed Home Sales 1 Lot Sale	*Average Price: \$1,181,327 * Excludes off market sales
4 New Builds	Construction In progress
Current Listings: 7	1 Pending 1 Contingent 4 Active (87 DOM average) 1 lot
181 total lots	177 homes



Committee Updates



Committee Members:

Laura Fauntleroy
Steve Moore
Jim Purner

Architectural Control Committee (ACC)

- Bella Flora Declaration of Restrictions, Covenants & Conditions (CCR's or Deed Restrictions) require approval of projects prior to any work beginning.
- A project completion photo is required to be submitted to the ACC.
- Property Modification Approval Request form is available on WWW.bellaflorahoa.org
- Per Texas State Law, no HOA Board Director may serve on the committee.
- Summary of activity on following slides – lots occurred in 2022!

2022 Requests for Property Changes



Exterior Structure Related Requests	# of Requests	Exterior Structure Related Requests	# of Requests
Landscaping: General Landscaping Retaining/Rock Wall Irrigation Flowerbed Border Tree Planting	6 2 1 1 1	Fencing: Fences Screening Fences Water Tank Fence	5 2 1
Outdoor Living: Pergolas Outdoor Kitchens Patio Pavilion Enclosure	3 2 1 1	Outdoor Living: Putting Green Trampoline Fire Pit	1 1 1
Water Well	3	Tank Storage: Water Tank Propane Tank	3 1
Roof Replacement	3	Solar Panels	4
Exterior Paint	1	Garage Door Replacement	1
Generator	1	New Home Construction	1
Driveway Modification	1		

2022 Swimming Pool Related Project Requests



Swimming Pool Related Requests	
Swimming Pools	3
Swimming Pool Safety Fence	1
Swimming Pool Equipment Screening	3

NOTE: Per the Fourth Amendment to the Declaration of Covenants, Conditions and Restrictions for Bella Flora, 5.40:

All pool equipment must be properly screened and approved by the ACC.



Newton Mbuh
Daniel Seay
Steve Moore, Chair
Ann White, Board Representative

NEW in 2022: Flag Committee

- Thank you to Rodney & Ashley Summerville for the individual yard flags which were retired as of Veteran's Day, 2022.
- Large wind & weather resistant individually stitched nylon flags will be displayed from the Guard House into Bella Flora
- Inground stakes with 9-foot poles
- First display of 20 flags will be Memorial Day 2023
- Flags will be displayed on the following days in 2023:
 - Memorial Day (May 26 – 30, 2023)
 - Flag Day (June 12 – 16, 2023)
 - Independence Day (June 30 – July 5, 2023)
 - Veteran's Day (November 9 – 14, 2023)

New in 2022: Infrastructure Committee

- Committee to conduct infrastructure needs assessment, prioritize & obtain cost estimates
 - Street Repair Estimates – TBD
- Evaluated Energy Ogre for electricity rate plan options for 3 meters but penalties to change providers outweigh savings.
- Front Fence (along FM1187) Replacement - \$1,200 under budget
- Refurbished iron entry gates – unbudgeted \$8,600
- Irrigation WiFi controllers – \$12,600 under budget
- 2023 Priorities:
 - Cantera Fountain Replacement - ~\$35,000
 - Bridge Repair – Community Project; minimal cost primarily for stain & supplies.

Vince Borrello, Board Representative
Chuck Peterson
Clark Roland
Jay White



Security Committee

- ADM Security contract renewed:
 - Guards receive a \$2.25/hr raise
 - Thanks to all who contributed to their Christmas bonuses
- Burglaries:
 - Reports of thefts are down in BF
 - Secure your vehicles and homes
 - Cameras and alarms help
- Gates:
 - Codes work
 - Replaced sensors at the back gate
 - Repaired swing arms
- Speeding:
 - Offenses are trending down
- Reminder:
 - Register your vehicles with GloboLink when changes occur

Reported Crime Statistics	
Burglary/Theft	3
Criminal Mischief	4
Fraud	2



Speeding & Mailboxes	
259 Total Speeding Tickets	\$13,525 Total Fines
191 Property Owner Speeding Tickets	\$8,975
68 Non-Property Owner Speeding Tickets	\$4,550
Mailbox Hits	4

New in 2023: Water Committee

- Newly formed committee – still organizing.
- If interested serving on this committee (or any committee) please contact GloboLink.
- Opportunity to work with Tarrant County Fire Marshall to install water retention tank and fire hydrants. Potential grant available for this project.

Chuck Freeman, Chair
TBD Board Representative



Landscape Committee

- Solicited maintenance service bids for 2023. Four bids were received for similar services.
- Dead trees & shrubs removal/replacement is high priority.
 - Working with arborist to determine viability of plants, if any.
 - Recommend community project to remove dead items.
- Continue to monitor irrigation needs and repairs throughout all BF common areas.





Social Committee



- Flora Friday food trucks were a hit! These will continue in 2023.
- Unfortunately, a few events were impacted by the weather however those that did go as planned were a huge success!
- Thank you to Cheryl Moehling, Stephanie Cleveland & Julie Schneider for chairing the committee in 2022! Great job with everything!
- Thank you to Janet O'Donnell who will be 2023 Chair. Event planning is still underway but watch for details coming soon!

2023 Social Event Calendar



DATE	EVENT	VENDOR
March 10 th	Flora Friday	Chula's Kitchen
April TBD	Adult St. Patrick's Day Event	Details Coming Soon
April 8 th	Easter Egg Hunt at the Ponds	TBD
April 14 th	Flora Friday	Geppetto's Pizza
May 12 th	Flora Friday	Rollin Stone
June 9 th	Flora Friday	Magdalena's
July 4 th	Independence Day	Crazy Burgers & Sweet Dessert
August 11 th	Flora Friday	TBD
September 8 th	Flora Friday	Maine Lobster
September 30 th	Harvest Party at the Ponds	TBD
October 13 th	Flora Friday	TBD
November 10 th	Flora Friday	TBD
December 8 th	Flora Friday	TBD



2022 Financial Results Summary

2022 Income Statement

	2022 Budget	2022 Actuals	% of 2022 Budget
REVENUE	\$455,250.00	\$480,906.36	105.6%
Dues	\$450,750.00	\$451,101.83	100.0%
Other (Fees & Transfers)	\$4,640.00	\$4,461.83	96.2%
Speeding Violations	\$0.00	\$13,525.52	
Unbudgeted Other (fines, finance charges)	\$0.00	\$11,817.18	
EXPENSES	\$454,858.88	\$472,559.56	104%
Operations & Maintenance	\$393,858.88	\$425,233.56	108%
Capital Expenditures	\$31,000.00	\$17,326.00	56%
Transfer to Reserves	\$30,000.00	\$30,000.00	100%
ORDINARY INCOME	\$392.12	\$8,346.80	

2022 Budget Over/Under Reconciliation

EXPENSES

• Electricity (Rate increases)	\$ 6,550
• Gate Maintenance (Recondition iron gates & replace Keypad Board)	\$ 10,780
• Landscape Maintenance (Fuel charge & Arborist)	\$ 7,700
• Management Fees (increased mid-year)	\$ 2,900
• Pond Maintenance (pump motor failures)	\$ 2,720
• Security (unanticipated overtime)	\$ 7,670
• Miscellaneous Other	\$ 3,550
• Trash Collection & Recycling (Republic under-billed first 4 months)	(\$ 11,260)
• Capital Expenditures (Under budget on Irrigation automation)	<u>(\$ 13,674)</u>
	\$ 16,936

REVENUE

• Unbudgeted Miscellaneous (Speeding, Fines, Finance Charges)	<u>\$ 25,342</u>
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ORDINARY INCOME

\$ 8,406



Inflation Impact on 2023 Budget

- 60% Electric Rate Increase
 - 18% Increase to Security – primarily Guards' wage increase to \$15.50 per hour
 - 7% Increase in 2022 for Landscape Maintenance. No increase for 2023
 - 10% Increase to GloboLink Mid-year 2022
 - 3% Increase in 2023 – Republic Trash services per agreement
-
- Pond Maintenance Services were reduced by \$2,400
-
- Capital Items
 - Cantera Fountain – multiple bids solicited, two received. Budgeted \$35,000
 - Landscape Restoration (due to weather damage) – \$16,000 included in Budget
 - Park Improvements – reduced to \$1,000 by planning for Community Service Project
 - HOA Flags – Large flags for entrance display; estimate is \$2,935
 - Back Gate Cameras & Radio communication – allocated \$4,000



Key Factors in Developing 2023 Budget: Revenue

- Required as a Texas Not-for-Profit to maintain a balanced budget (revenue equal to expenses).
- Review of Revenue to Balance Budgeted Expenses
 - After much deliberation, the decision was made to increase 2023 dues assessment to \$2,675 (by 7%); below the inflation rate for North Texas
 - Dues, per CCR 7.3, the maximum annual assessment is set at \$3,000;
 - Bella Flora has historically set annual assessment below that amount as needed to cover expenses and to begin to build contingency reserves.
- Reserve Account Balance: \$140,000
 - Goal has been to budget at least \$30,000 annually to Reserves and to build reserve balance to at least \$200,000.
 - Despite the \$175 dues increase, there is **no** amount budgeted to Reserves in 2023
 - Reserve funds are invested in laddered FDIC insured CD's with APY of 3% to 3.75%.



Voting Results

Proposed Trash Policy Key Points



- Revision is a result of many residents failing to manage trash and recycle bin set-out/pick up in a timely manner prior to and following trash pick-up.
- Bins tend to remain on driveways/streets for multiple days prior to and beyond pick-up days.
- Bins are visible from streets that are over-flowing and excess trash is set out beside the bins between trash pick-up days.
- Policy establishes trash and recycle bins to be set out up to 24 hours prior to Friday morning pick-up and removed from curbs no later than 24 hours after pick-up.
- Results: 110 Total Votes Cast; 60.8% of Residents voted.

In Favor:	78	Votes
Against:	32	Votes

Policy Passes, effective 2/28/23

Board of Directors

Thank you Vince Borrello & Dale Thomson!

- Quorum Requirement is 73 homeowners to vote.
- 110 Residents (60.8%) voted.

Election Results:

Vince Borrello:	94 Votes
Frank Kelley:	98 Votes
Corey Schneider:	28 Votes

The 2023 Board of Directors are:

Vince Borrello
Frank Kelley
Zach Long
Ken Merchant
Ann White



Regular HOA Meetings



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- Regular Board of Director business meetings are held monthly. All residents are welcome to attend to observe the business meeting.
- A resident may only address the Board if a completed Address the Board form is submitted prior to the meeting to GloboLink.
- Meeting notification signs are posted at key Bella Flora intersections prior to the meetings.
- Next Meeting: Tentatively March 13, 2023
- Meeting schedule*:

Second Monday of each month
7:00 – 8:00 PM
8112 Bella Flora Drive

****Meeting schedule may be adjusted due to BOD conflicts.
Advance notification will be provided.***

Bella Flora



Address the Board:
Resident Advance Submittals

Submitted Questions from Resident



QUESTION	BOD RESPONSE
<p>Why were the board nomination forms restricted to those who wanted to run? Why not allow people to nominate someone and then allow the nominee to decide if they wanted to run for office.</p>	<p>There was no intent to restrict to self-nominations only. The intent was to streamline the process and compress the timeline to complete a final list of nominees. Any resident may speak directly with any resident they so desired to nominate and then encourage the proposed nominee to complete the form. There have been many residents nominated via a form in the past who were were not interested when contacted by GloboLink. This approach encourages neighbor to neighbor interaction and eliminates one form and being contacted by GloboLink which seems impersonal.</p>

Submitted Questions from Resident



QUESTION	BOD RESPONSE
<p>As the Board is looking for options for either repair or replacement of the beautiful large front entry fountain, will residents get a vote on options if it is to be replaced if not repairable? As it is a big part of our neighborhood aesthetic, I don't think just a few people on the board or architectural committee should make this decision without putting proposals for a vote to whole community. Example in FB page their was mention of replacing it with a Flag pole. While I like flags, this is not a suitable nor equivalent replacement.</p>	<p>Although a flagpole was discussed as a potential option, it was determined that the Cantera stone fountain should be replaced as it is part of the Bella Flora brand. The Board has been reviewing options and bids for a like replacement of the Cantera Stone fountain in design and shape.</p>

Submitted Questions from Resident



QUESTION	BOD RESPONSE
<p>The Bella Flora by-laws/HoA policy says that portable sheds must be approved by the Architectural Committee. If a shed was approved by the Committee, then I would like to revisit this to see if any other neighbors are interested in getting this by law changed to no longer allow portable sheds. I don't think they match the current high standard aesthetic of Bella Flora.</p>	<p>The BOD is reviewing a portable shed request and addressing additional guidance with the ACC.</p>

Submitted Questions from Resident



QUESTION

Please have the BOD establish and publish a formal no-later-than (NLT) January date for removal of seasonal Christmas lights, which can be placed as a condition into our lighting contractor annual contracts. (Background: We received a formal HOA complaint (by email and mail) on 18 January, that could result in fines, AFTER we had already responsibly removed the Christmas lights without a reminder! Since there has been no BOD published NLT date/policy for removal, a less threatening non-formal approach could have been used by simply having HOA management send out a reminder email concerning removal and giving a NLT date for compliance (after which a formal complaint could be issued.) It is therefore a bit irritating to receive a formal complaint like this when other clearly published CCR bylaws are routinely ignored for formal complaints. The CCR clearly state that vehicles, other than short period must be garaged.

BOD RESPONSE

As previously noted in the 11/21/22 minutes (excerpt below) the BOD will be reviewing the CCR's. This item will be included in the review.

“There will be a bi-annual review of the BF CCR’s and By-Laws effective with the new BOD as of March 2023. The review is necessary to ensure updates relative to State law changes are addressed and the governing documents represent the manner in which Bella Flora operates. The CCR’s and By-Laws were assumed from the original developer and have not been revised to date. Expect the review to occur every two years.”

CCR violation notices are issued, fines assessed however some violations continue with multiple notices. In 2022, 157 CCR violations notices were sent. Garaged vehicles, per CCR’s are MRVs & work vehicles.

Submitted Questions from Resident



QUESTION	BOD RESPONSE
<p>On street parking by contractors and homeowners hosting parties along two busy street segments blocks traffic, creates visual blockage hazards, and often creates rutting adjacent to the street. Would the BOD consider placing 2 or 3 non-permanent gravel turnouts on each of two street segments for off-street parking on the common park side of the street, especially for contractors? The two busiest street segments with park land on one side are:</p> <ol style="list-style-type: none">(1) The main entrance Bella Flora Dr segment between Portifino and Bella Italia and(2) The Modena Dr segment between Portifino and Bella Villa.	<p>The Infrastructure Committee has identified a few areas where street repairs will be required in future. The BOD will discuss the potential to include this request in that project.</p> <p>Residents should provide a guest list to our Guards prior to the event and should inform their guests that parking is permitted on one side of the street only.</p>

Where to find Bella Flora Information



➤ www.Bellaflorahoa.org



➤ Emails from GloboLink

➤ Regular Meeting Minutes

➤ FaceBook Posts from the Bella Flora Board of Directors

➤ Bella Buzz Newsletter (thank you Penny Honer!)

➤ Signage throughout Bella Flora key intersections:

- Monthly Meetings
- Flora Fridays



Questions will be taken, time permitting only on the content presented tonight. If a question does not correlate to the presentation, please complete the Address the Board form.

Please state your name before asking your question.



That's all Folks!