

Bella Flora HOA Board of Directors

Annual Meeting Minutes

HighRidge Church February 26, 2024

Call to Order

Ken Merchant called the Annual Meeting of Bella Flora Board of Directors at 7:00 PM.

Attendees:

The following Board members were present: Ken Merchant, Vince Borrello, Frank Kelley, Ann White, & and GloboLink representatives. Residents in attendance were: Amstein, Anderson (Greg) , Borrello, Boyd, Cutshall, Fauntleroy, Fisher, Gittisarn, Goss, Jaros, Karr, Kelley, Liska, Merchant, Moehling, Moore, Morrow, Peterson, Phillips, Tebeaux, Thomson, White (Jay), Wilcox, and Yancey.

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

No resident questions were submitted to the BOD however the following questions regarding the presented meeting content.

- **Concern for ice build up on the new fountain.** Vince Borrello explained that the fabricator was contacted and it was his recommendation to leave the fountain running even when sub-freezing temperatures are expected as the ice actually serves as protection to the cantera stone. It was noted that many pool companies recommend running equipment during freezing weather. Will likely salt the street area surrounding the fountain during future ice storms.
- **By-Laws Update:** The BOD was asked about the update relative to the Code of Ethics and Confidentiality Agreement. Ken Merchant reiterated the same information presented in the slide which was that the by-laws had not been updated in 2021 and are now updated. The By-Laws define removal of a director by a simple majority of homeowners, which is 91. The By-Laws define election of a Director by a quorum of homeowners, which is 73.
- **Thank You:** The BOD was thanked for all that they do for the residents of Bella Flora. Ken Merchant noted that the BOD does try to recognize other residents who contribute as there are many who are not directors that help out. The BOD is intentional in approach to keep expenses down and welcomes resident help. Another way is to continue to solicit bids for large ticket items such as bidding out the security contract.
- **City Water available off Bear Creek:** Ken shared there are plans for fire hydrants to be installed along Bear Creek Parkway which is designed to intersect (albeit there is a substantial drop-off to be addressed) at Bella Milano Drive. Although that would mean City water is at Bella Flora the expense to take supply to Bella Flora homes would be substantial and would be at the homeowner's expense. Fire Marshall Jason Tate has confirmed that fire hydrants are the used first when fighting fires therefore a hydrant essentially at our back door would be ideal.

Adjournment: Ken Merchant adjourned the meeting at 8:05 PM.

Respectfully submitted,

Ann White, Secretary



Bella Flora

Annual Homeowner's
Association Meeting

February 26, 2024
HighRidge Church

7:00 - 9:00 PM





- Call to Order
- Welcome & Introductions
- Meeting Format & Guidelines
- 2023 Year in Review
- Committee Reports
- 2023 Financial Summary
- 2024 Budget
- Election Results
- No Resident Questions Submitted
- **Adjourn no later than 9:00 PM**

Board of Director Introductions



Name	Term	2023 Position	Committee Representative
Ken Merchant	2022 - 2024	President	Security
Zach Long	2022 - 2024	Vice-President	
Ann White	2022 - 2024	Secretary	Flag, Water
Vince Borrello	2023 - 2025	Treasurer	Infrastructure
Frank Kelley	2023 - 2025	Member- at- Large	Landscape



Special thanks to Penny Honer for producing Bella Buzz!

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:

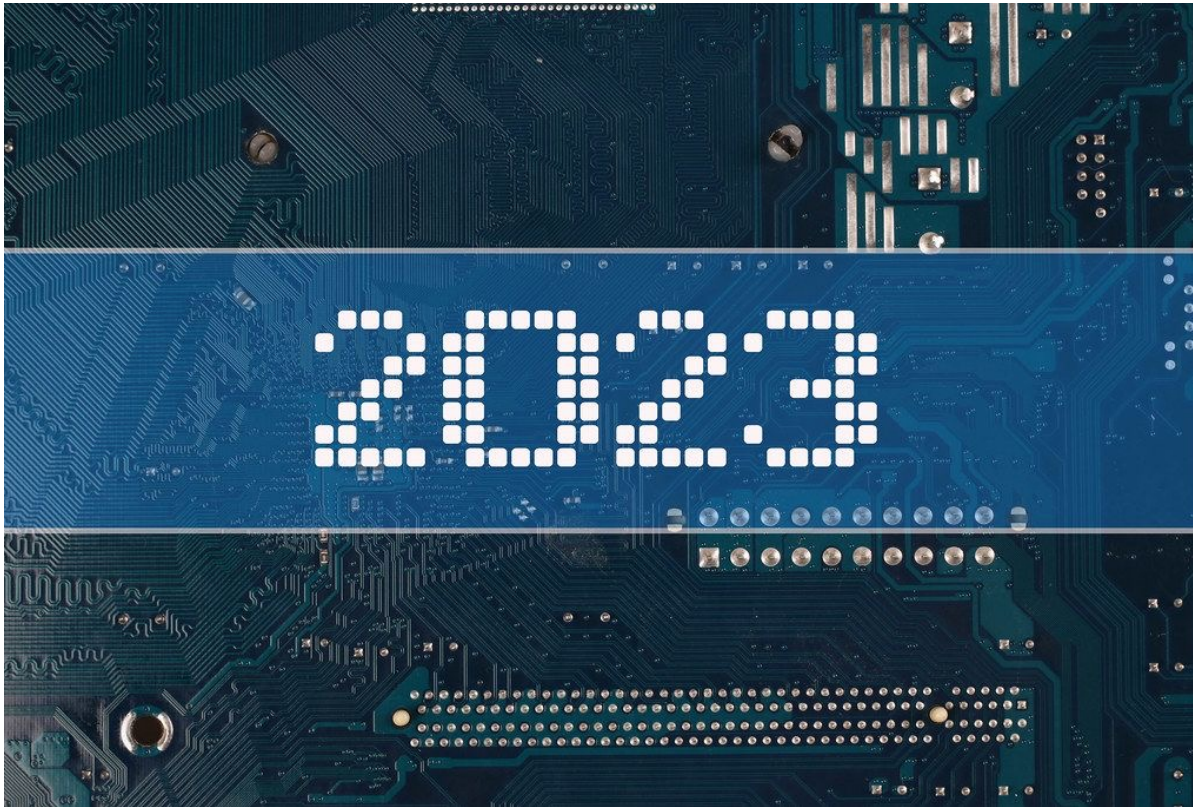
- Regular Business Meetings, Typically Monthly
- Flora Fridays

Bella Flora

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 19th via the emailed form. No resident questions were submitted.
- Minimize distractions to ensure meeting stays on track.
- Respect each other during the meeting.



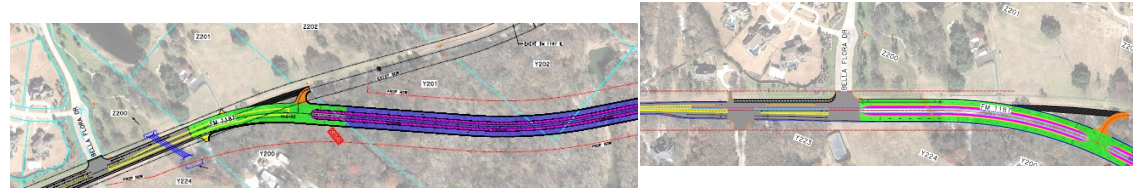
A Look Back



FM 1187 Expansion Project Update

Hearing on October 3, 2023

- Thank you for all comments provided to the State.
- Project adds an overpass where Crowley-Plover Rd (1187) intersects 377 allowing a rerouted and widened 1187 to flow past our main gate.
- Board is concerned about safety impacts to our community.
- Board members met with TxDOT representatives on December 18 & February 21st making clear we wanted to influence the project's design.
- Russell Karr, shared a sketch depicting ways the state could minimize impact to our community



The Board is committed to ensuring this project is designed in a way that maintains safe access to our community and does not bring adverse impacts to our property values. If we're unsuccessful in gaining safety concessions, we will consider taking legal action.



Completed Projects:

- Replaced Cantera Stone fountain at Entry
- Repaired and re-hung iron entry gate following storm damage
- Keypad Circuit Board replaced
- Ongoing maintenance and repairs for broken swing arms, sensor issues, etc.
- Added 6' gate to front fence to allow access for mowers.
- Repaired and re-painted wooden and metal bridges in common areas (Community Project)
- Re-painted light and sign poles throughout Bella Flora (Community Project)



Bella Flora Statistics:

January 1 through
December 31,
2023

2023 Property Sales Data	
10 * Closed Home Sales	*Average Price: \$1,117,663 * Excludes off market sales
1 New Build	Construction In progress
Current Listings: 6 (as of 2/19/24)	2 Under Contract 4 Active (72 DOM average) * * 87 DOM average in 2023
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 2023!

2023 Requests for Property Changes



Exterior Structure Related Requests	# of Requests	Exterior Structure Related Requests	# of Requests
Landscaping:		Fencing:	
General Landscaping	4	Fences	5
Tree Planting	2	Water Tank Screening Fence	1
Retaining/Rock Wall	1	Repair & Re-Stain Fence	1
Irrigation	1	Water Well:	2
Flowerbed Border	1	Water Tank Storage:	1
River Rock	1		
Top-Dress Yard	1		
Outdoor Living:		Playhouse	1
Pergolas	3	Trampoline	1
Outdoor Kitchen	1	Swing Set	1
Patio Shade	1	Basketball Goal	1
Seating Area with Storage	2	Horseshoe Pit	1
Roof Replacement	6	Solar Panels	1
Exterior Paint	1	Garage Door Replacement	1
Miscellaneous:		New Home Construction	1
Concrete Overlay	1		
Culvert Facing	1		
Temporary POD	1		

2023 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

Flag Committee

Flags will be displayed on the following days in 2024:

- Memorial Day (May 25 – 28, 2024)
- Flag Day (June 12 – 15, 2024)
- Independence Day (July 2– July 5, 2024)
- Veteran’s Day (November 9 – 12, 2024)

Social Committee



- Flora Friday food trucks were a hit! These will continue in 2024.
- Unfortunately, a few events were impacted by the weather however those that did go as planned were a huge success!
- Thank you to Janet O'Donnell who will be 2024 Chair. Event planning is still underway but watch for details coming soon!

Infrastructure Committee

2024:

- Budgeted \$15,000 for updating the fountain pool (filtration, lighting, etc.),
- \$20,000 for landscape restoration,
- \$2,000 to replace the failed light kits on two of our pond fountains,
- \$6,700 to replace our toll tag reader,
- \$6,000 to purchase new holiday lighting for the entrance.

Vince Borrello, Board Representative
Chuck Peterson
Clark Roland
Jay White



New 2023 Committee: Water

Jay White, Chair
Greg Anderson
Kyle Fauntleroy
Jerry Fisher
Mike Moody
Monty Phillips
Ann White, Board Representative

- Primary Objective:
 - Secure water resources to support firefighting
 - Encourage and facilitate water conservation efforts.
 - Provide a water-related resource to residents of Bella Flora
 - Continue coordination with Bella Ranch and other nearby communities to find ways to cooperate on firefighting resources
 - Continue coordination with national firefighting systems suppliers to estimate an appropriate system
 - Create a water resource page to be added to the Bella Flora website



Bella Flora

2023 Water Committee Accomplishments

- Met (or corresponded) with area fire marshals, deputies, water dept, etc.
 - Chief Davis, Assistant Chief Jason Tate, David Smith
 - Tarrant County Fire Marshal Randy Renois
 - Cresson Fire Chief Becker
- Explored Potential Funding Sources, i.e. State Grants/Federal Grants
- Discussed Preliminary Specifications for Water Tank Systems



Security Committee

- **Gate issues:** High winds damaged our iron entry gates; back in operation within a few days
- **Swing Arm Damage:** Adjusting timing after the arms hit several vehicles resolved the problem and replaced worn switches
- **Toll Tags:** Resident tags were not being read; had Axxess work through the system

We brought Benbrook Fire Department and Tarrant County Sheriff out to confirm they have operational gate codes and that their sirens and lights will open our gates in an emergency. After the recent fire in Bella Ranch, we want to ensure the first responders can get in and out of our neighborhood.



Speeding	
Total Speeding Tickets	\$9,050.00 Total Fines Collected
191 Property Owner Speeding Tickets Issued	\$8,975
68 Non-Property Owner Speeding Tickets Issued	\$4,550

Security Committee Reminders & Tips



Accessing Bella Flora After Hours (when Guard is no longer on duty):

- Add the gate code assigned to your home to your phone in the event you return to the community after guarded hours.
- If you forget or misplace your code, use the directory arrows to locate your name and press call. The system will call the number we have on file. Press 9 and the gate will open.
- If you use the keypad, be aware the arm is on a timer so you must be prepared to drive once the code is entered. Waiting more than 12 seconds could result in the arm coming down on your vehicle.

Security Committee: Hosting Large Functions

- Please contact GloboLink and provide the event date and time.
- Provide a guest list to the guards for expedited guest entry.
- If the event occurs after hours, GloboLink can assign a temporary gate code for your visitors use or offer the host the opportunity to pay for extra guard hours so they can manage and expedite entries. The fee is nominal at roughly \$30 per hour but it could prevent an incident.
- Please advise your neighbors that you plan to have a function so they can make appropriate plans.
- Please advise your guests to park one side of the street, only.



Landscape Committee

- Removed much of the damaged trees and shrubs in preparation for replacement or reconfiguration beginning in 2024.
- Ground up stumps from trees that had fallen or died and were cut down.
- Spring clean-up Community project completed in common areas to collect and haul off dead wood and stack firewood for residents to pick-up.
- Have included \$20,000 in 2024 budget to begin landscape restorations
- Volunteers needed to serve on the Landscape Committee





2023 Financial Results Summary

2023 Income Statement

	2023 Budget	2023 Actuals	% of 2023 Budget
REVENUE	\$492,075.00	\$502,942.06	102.2%
Membership Dues	\$484,175.00	\$476,778.17	98.5%
Other (Investment Interest & Transfers)	\$7,900.00	\$11,741.77	148.6%
Speeding Violations	\$0.00	\$9,050.00	
Unbudgeted Other (fees, finance charges)	\$0.00	\$5,372.12	
EXPENSES	\$492,015.75	\$483,602.94	98.3%
Operations & Maintenance	\$433,515.75	\$430,041.30	99.2%
Capital Expenditures	\$58,500.00	\$53,561.64	91.6%
ORDINARY INCOME	\$59.25	\$19,339.12	
CONTRIBUTION TO RESERVES	\$0.00	\$19,685.20	

Contingency Reserves Account

- Beginning of 2023 Reserve Account Balance: \$140,000
- Interest earned in 2023 \$ 5,000
- Additional 2023 contribution (unbudgeted) \$ 15,000
- Current Balance \$160,000
- Targeted goal for Contingency Reserves is \$200,000

- Recent Laddered CD Purchases (2/12/24)
 - \$60,000 in 7 month CD at rate of 5.0% APY
 - \$50,000 in 11 month CD at rate of 4.8% APY
 - \$50,000 in 23 month CD at rate of 4.4% APY
 - 2024 Interest income > \$7000

2024 Budget

- Annual dues remain at \$2,675
- Revenue Forecast - \$494,675
- Expense Forecast - \$493,995
- Balanced Budget with \$5,600 addition to Contingency Reserves
- 3% Increase - Republic Trash services per agreement
- 3% Increase – Texas Lawns Landscape Maintenance per agreement
- Electricity costs increased in 2022 but have leveled out.

- Capital Expenditure Items
 - Landscape Restoration - \$20,000 included in Budget
 - Updates to Cantera Fountain pool (Filtration, lighting & pavers) - \$15,000
 - Purchase & Install new Transcore Toll Tag Reader - \$6,700
 - Purchase new Holiday lights for Entrance - \$6000 est. Will solicit bids
 - Replace failed light kits in two pond fountains - \$2000
 - NVR and Security System upgrade in Guardhouse - \$1500



2024 Budget - Top Expense Drivers

• Security	\$145,500	29.5%
• Landscape Maintenance	\$120,000	24.3%
• Trash and Recycle Service	\$ 61,670	12.5%
• Capital Projects	\$ 51,200	10.4%
• Management Company	\$ 39,900	8.1%
• Electricity	\$ 17,000	3.4%
• Pond & Fountain Maintenance	\$ 12,400	2.5%
• Gate Maintenance	\$ 7,500	1.5%
• Contribution to Reserves	\$ 5,600	1.1%
• Irrigation System Maintenance	\$ 5,000	1.0%
• Legal	\$ 4,000	0.8%
• Insurance	\$ 3,400	0.7%
• All Other Expenses	\$ 20,825	4.2%



Voting Results

Board of Directors



Thank you Ken Merchant, Zach Long & Ann White!

- Quorum Requirement is 73 homeowners to vote.
- 94 Residents (53%) voted.

Election Results:

Ann White:	83 Votes
Ken Merchant:	72 Votes
Alice Phillips:	68 Votes
Steve Moore:	59 Votes

The 2024 Board of Directors are:

Vince Borrello - term ends 2025
Frank Kelley - term ends 2025
Ann White - term ends 2026
Ken Merchant - term ends 2026
Alice Phillips – term ends 2026

Director Removal

- In February 2021, Board agreed Directors would be required sign Code of Ethics and Confidentiality Agreement
 - Intent: protect resident personal information IAW Tx Property Code, allow free and open dialog among Directors without attribution, and to protect the HOA in the case of an intentional or unintentional release of confidential information
 - By-Laws were inadvertently left unchanged but every Director since has signed a COE & CA.
 - Our last election involved two positions, one incumbent and one new Director
 - The new Director was asked to sign COE & CA four months after joining (July) but formally refused in September leading to modification of activity (October)
- By-Laws have been amended to correct the prior oversight
 - Require majority vote (91) of the community to remove a Director
 - Although the majority voted for removal, the 91 threshold was not reached.
- Director will remain on the Board for the remainder of elected term, but will not be involved in resident issues or hold an officer position; will continue as Landscaping Committee Chair should he choose to do so.

Regular HOA Meetings

Meeting

- Regular Board of Director business meetings are generally 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: April 8, 2024.
- 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:
No Resident Questions were Submitted



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.

