

Bella Flora Corporate HOA

Meeting Minutes

27 January 2017

I. Call to order

Chuck Peterson called to order the regular meeting of the Bella Flora Corporate HOA at 4 pm on 27 January 2017 in the Merchant home, 8112 Bella Flora Dr.

II. Roll call

Ken Merchant conducted a roll call. The following persons were present: Chuck Peterson, Jerry Fisher, Ken Merchant, and Cyndi White (Globalink Management). Residents in attendance included Karen Dahlke, Tim Hare and Heath Steele.

III. Approval of minutes from last meeting

There were no prior meeting minutes as this was the inaugural meeting of the new board.

IV. Open issues

There were no open issues as this was the inaugural meeting of the new board.

V. New business

- a) Chuck Peterson opened the meeting and nominations were made for the 3 primary board positions. For the office of President, Jerry Fisher nominated Chuck Peterson, Ken Merchant seconded, vote was unanimous. For the office of Vice President/Treasurer, Ken Merchant nominated Jerry Fisher, Chuck Peterson seconded, vote was unanimous. For the office of Secretary, Chuck Peterson nominated Ken Merchant, Jerry Fisher seconded, vote was unanimous.
- b) The board reviewed the 2016 Income and Expense Report by line item. The President inquired about how the Creeks' dues were handled. Creeks dues, less the portion that comes to Bella Flora HOA (BF HOA) as income, remains in their Association account to cover easements and other expenses associated to their portion of the development.
- c) The Income and Expense Report includes Bella Flora and Creeks income but only Bella Flora expenses. Cyndi White explained each line item to the board to their satisfaction. For the benefit of the homeowners, line item explanations follow:
 - 1) Audit: Transactional, performed annually
 - 2) Bank Service Charge: Only when >50 transactions occur, usually during dues collection
 - 3) Electrical Maintenance: Common lighting, guard shack, etc.

- 4) Electricity: Street lights, guard shack, gates, well pumps **Note:** The board discussed resident concerns over electrical service. This will also be discussed with the homeowners at the annual meeting
 - 5) Fountain Maintenance: Entrance and lakes
 - 6) Gate Maintenance: Self explanatory
 - 7) Transmitters: Gate remote fobs; new issue and replacement
 - 8) Irrigation Maintenance: Installed two new areas in 2016; competes installations for the development
 - 9) Lawn Maintenance: Competitively bid; Texas Lawns bid significantly lower than nearest bidder
 - 10) Management Fee: Globolink Management annual fee
 - 11) Meetings: Room charge/refreshments for HOA meeting
 - 12) Printing/Repro: \$.15 per side; Rosters and other documents provided to the board and residents
 - 13) Property Taxes: Paid to both Tarrant and Parker County on common areas
 - 14) Repairs/Maintenance: Bridges and walking trail gate
 - 15) Security Patrol: Vehicle and labor costs; shared with Bella Ranch 70%/30% with Bella Flora/Creeks bearing the larger portion. Current agreement is for a single patrol from 2 pm to 2 am daily, seven days per week. Month to month with a 30 day notice required to cancel. Similar notice required to Bell Ranch. **Note:** Board discussed the apparent disparity in size and number of homes in Bella Ranch and the potential to renegotiate share or seek separate coverage from Bella Ranch. This will be discussed at the annual meeting. We also plan to discuss patrol duties relative to speeding, noise, underage drivers of motor vehicles, vandalism prevention and other topics
 - 16) Telephone: Entry gate keypad and DSL to support security cameras
 - 17) Water Wells: Covers pump maintenance and repairs
- d) The board went on to review the proposed 2017 budget which was adjusted and approved. The budget will be presented to the homeowners at the annual meeting. Line items were carried through from the 2016 actuals with the following exceptions:
- 1) Audit: \$50 increase (actual expense)
 - 2) Fountain Maintenance: Stewart Pools performs month to month; Ken Merchant proposed inquiring about a contractual agreement to see if that results in a price reduction from the current \$205.68/month charge.
 - 3) Gate Maintenance: Expected to be far less given the new gates and controller installed last year
 - 4) Gate Transmitters: Also expected to be less this year given the smaller number of new homes projected in 2017
 - 5) Insurance: New line item required to cover the board and the HOA liability. Developers were previously self-indemnified
 - 6) Irrigation Maintenance: Expected to be much lower in 2017 as new projects are complete
 - 7) Repairs/Maintenance: Reduced by \$500

- 8) Security: Projected at \$78K based on continuation of current service level. 2016 actuals were approximately \$46K from June-December 2016.
- e) The board reviewed the 2016 balance sheet recognizing the \$72K balance carried forward from 2016. Also noted that the transfer agreement carried no equity claims from the developers so these funds are available for contingencies and other projects approved by the board. Cyndi White reported all dues are current as of invoicing with dues to be submitted by 31 January 2017.
 - f) The board considered dates for the annual meeting. Based on availability and the need for a 30 day notice 7 and 9 March are being considered with the location tentatively set Mira Vista Country Club based on the anticipated attendance at the initial annual HOA meeting. Access procedures will be provided.
 - g) The board also discussed potential dates for the next board meeting and decided on 10 February 2017 at 4 pm. Location is tentatively set as the Merchant residence, 8112 Bella Flora Dr and RSVPs will be requested.
 - h) The board intends to provide a tentative list of topics to be discussed at the annual meeting when the notice is sent out but residents will also be able to propose topics of their own. Topics will likely include security, speeding, underage motor vehicle usage, water and power concerns.

VI. Adjournment

Chuck Peterson adjourned the meeting at 5:05 pm.

Minutes submitted by: Ken Merchant