

Bella Flora HOA Board of Directors

Meeting Minutes

June 13, 2022

I. Call to order

Ken Merchant called to order a meeting of the **Bella Flora Board of Directors** at **7:04 PM** on **June 13, 2022**.

II. Roll call

The following were present: Zach Long, Ann White, Vince Borrello, Cyndi White from the management company and Ken Merchant attended in person and Dale Thomson participated by phone.

III. Residents in Attendance:

Tom Potts, Cheryl Moehling, Social co-chair, & Penny Honer were resident guests in attendance.

No resident issues were requested ahead of the meeting. At future meetings, Residents are asked to contact GloboLink in advance to request specific topics to be presented to the Board. This process will allow the Board to adjust the meeting agenda as needed to ensure sufficient time is available to discuss the topic(s). The Board may choose to defer discussion of requested topics to allow for research to be done. The purpose of Board meetings is to permit the Board to conduct Association business and the meetings are not meant to support open discussion on Board business.

IV. Approval of Minutes from the May 9, 2022 Meeting: The Board approved the minutes as submitted and posted.

V. Old Business

A. Replacement of Fence Along FM 1187: project is now completed and final cost was \$2,000 below budget. Brian Salling and his crew did an excellent job and completed the project in a very short time.

B. Guardhouse Roof Repair: the repair/replacement of a busted row of shingles has been completed.

C. Repair/Refinishing of Entry Iron Gates: multiple vendors contacted however the latest bid was received from the original builder, Jose Estrada. His \$8,600 proposal includes the refinish of gates in place, sand, prime and paint not only the gates but the adjacent fencing and the 2 guard building iron doors. All items will remain in place. The Board

approved this proposal. Although an unbudgeted expense item, this falls under Gate Maintenance Expenses in the approved Operating Budget. As noted in the May 2022 minutes, these gates and adjacent fencing are a focal entry point and desirable to maintain. The last repair/refinishing occurred seven (7) years ago at an expense of \$13

- D. **Entrance Fountain Update (Structural):** Vince is working with infrastructure committee and is continuing to seek a supplier for a new stone fountain. The anticipated cost to replace is \$25,000 based upon current suppliers' information. No proposal submitted to review as of this meeting. *See May 2022 minutes for background.*
- E. **Irrigation automation update:** ongoing communications with AT&T regarding WIFI signal but nothing new to report.
- F. **Back Gate Radio Communication:** Dale has been out of town and will resume this project upon his return.
- G. **Neighborhood Cleanup Activities:** - delay in brush pile pick-up was due to the timing of the clean up and the sale of Texas Lawns. An alternate provider was secured for brush cleaned which was \$1,150.

VI. **New Business**

- A. **Formalized Committee Expectations:** The Board agreed that all committees will be expected to provide a committee report one week in advance of board meetings, effective July 1, 2022. This will enable the Board to review reports and be prepared with questions/clarification requests at the scheduled Board meeting and vote on proposals as needed. At least one (1) Board member must serve on any established committee, but the Board member does not necessarily serve as Committee Chair.
- B. **Water & Flag Committee:** Tom Potts and possibly Tim Cutshall have expressed potential interested in serving on a Water Committee if the committee is formalized. There has been a resident recommendation to form a Flag Committee. The Flag Committee would address determine events and timelines for flag distribution and pick-up as well as other flag options. Rodney Summerville has been coordinating this effort however he has communicated that he will be phasing out his involvement. Current block captains will be contacted for interest in the committee. If any resident is interested in the Flag Committee, please contact Ann White.
- C. **Social Committee Update/Plan –** Cheryl Moehling presented the June committee meeting report. Primary topic was the July 4th activities. The complete information will be emailed and posted on Facebook, but plans include BBQ & Kona Ice food trucks, to be located at ponds following the Show It Off (previously the parade) for bikes, golf carts, cars, etc. and there will be prizes for several categories. Lawn games and kid friendly events are planned as well. Tents and tables and chairs have been rented. For the evening, there will be a firework watching (**no personal fireworks permitted**) at the cul de sac at the top of Bella Villa. A portion of Bella Villa will be closed to vehicular traffic for the evening. Glow in the dark items will be available for the children. –The committee reports there are lots of ideas and residents helping with events. A calendar of events has been published for the remainder of 2022. Flora Fridays are going well, and the committee is seeking a variety of food trucks however last-minute substitutions

impact availability. There are plans to consider events outside of BF such as evenings out. More to come as plans materialize. Penny Honer will include the calendar and updates future Bella Buzz editions.

- D. **TX Lawns sale and personnel turnover:** BF is establishing a new relationship with Warren Hart who is the new Operations Lead and 2 new site leads, Michael Westbrook and Charlie Nace. Patience is needed to ensure the new leads learn BF and establish lines of communication.
- E. **Wooden Pedestrian Bridge Repairs Needed:** The Board is aware that the two (2) wooden pedestrian bridges have boards that need replacing. This will be done by the infrastructure committee volunteers. Consideration for future replacement of wood with composite material was discussed but no decision made. It was noted there are drainage issues that need to be addressed at the second bridge. The PVC under the bridge is likely full of debris impeding proper drainage. The Landscape Committee will address the issue and may consider trenching and filling the area with stone to prevent future PVC clogging.
- F. **Proposed third party infrastructure study -** Cyndi White recommended the Board consider contacting Heath Hasseloff, City of Benbrook Civil Engineer and Bella Ranch HOA President to conduct a detailed survey of the BF roads, culverts, and other infrastructure aspects as the basis of a detailed plan and timeline to reasonably address the items moving forward. The study would cost approximately \$5,000. Vince will connect with Heath to discuss the details and provide an overview to the Board after that discussion.
- G. **Documentation of trash service with Republic given number of new residents** –As noted, there are a few houses for sale and the Board confirmed that the welcome packet for new residents includes the trash policy and fees. No additional action needed.

VII. **Security Committee Update**

- a. Flock License Plate Reader Update – it is the Board’s understanding that Bella Ranch has the system however there is not enough BR experience with the system to determine the viability. This item was tabled.
- b. Speed and address info, unlicensed drivers: All visitors and contractors entering BF will be required to present a valid driver’s license or will be denied entry. There is liability to BF when a driver does not possess a valid driver’s license.
- c. Database change possibility to enable a search feature: this is desirable to enable guards to quickly search by license plate to determine if the vehicle has been in BF previously. This feature would expedite entry and limit vehicular back up at the gate. Ken Merchant and Cyndi White to discuss the software coding possibility.
- d. Process Server Access – The Board agreed that Process Servers, with a valid driver’s license, will be permitted access to BF; Officers of the Court are already able to access BF. There was discussion regarding resident phone calls not consistently occurring from the Guard Gate when visitors arrive at the gate. Ken Merchant will discuss this further with the guards.

- e. Parking when having a party – There was discussion regarding recent parties in BF which created congestion at the gate and on the streets. Residents are reminded to they need to provide guest list to guard to minimize congestion at the gate and notify guests to park on one side of the street, only.
- f. Security Bids – Ken Merchant is still seeking competitive bids for security companies with the caveat that the desire is to retain the current guards. No additional information at this time.
- g. Toll Tags – there have been a few resident inquiries regarding toll tags functionality. For accurate toll tag placement, residents are reminded to review their specific automobile manufacturer information for proper placement. Some vehicles have windshield glaze that impacts readability. The guards will be happy to work with residents to test the toll tag placement but would not be able to advise regarding proper placement.
- h. Reminder to lock vehicles – residents are reminded to lock vehicles that are not in a garage, especially overnight.

VIII. Financial Report – highlights discussed include the following:

- A. Dues: As of May, 92.4% of 2022 dues have been collected. 6 residents have not paid 2022 dues; 1 resident has not paid 2021 dues.
- B. The struggling magnolia trees have received a deep root feeding treatment which was approximately \$1,600.
- C. As previously discussed, guard gate roof repair was completed.
- D. Republic billing continues to be under-billing, but the budget includes services for all BF homes.
- E. Storage unit – current unit has excess pavers from the main entrance remodel, signage and some spindles. The unit is more storage than needed. Vince will be evaluating options including a smaller unit. Current unit is \$183 per month.
- F. Speeding tickets – \$2,400 speeding tickets issued in May. Currently there is a collective \$4,000 balance of unpaid speeding tickets from residents. A total of \$10,875 in speeding tickets has accumulated for 2021 and 2022, to date. The total balance collected has more than covered the equipment expense.
- G. Electricity – trending over budget to date.
- H. Pond #4 – issues with the control box, pressure valve and lights have been repaired.
- I. Reserve Balance – remains at \$110,000 but may be needed for fountain repair.

IX. Bella Buzz – July 1 target date.

X. Next Board Meeting: July 11, 2022 at 7 pm

XI. Adjournment: 8:10 pm

Minutes submitted by: Ann White