

***Bella Flora HOA Board of Directors***

***Meeting Minutes***

August 8, 2022

**I. Call to order**

Ken Merchant called to order a meeting of the Bella Flora Board of Directors at 7:04 PM on August 8, 2022.

**II. Roll call**

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

**III. Residents in Attendance:**

Chuck Freeman, Tom Potts, Frank Kelley & Julie Schneider, Social co-chair, were resident guests in attendance for the meeting.

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. Residents attending should refrain from commenting on the discussion unless specifically asked for input by the Board.

**IV. Approval of Minutes from the July 11, 2022, 2022 Meeting:** The Board approved the minutes as submitted. Ken moved; Zach seconded. Minutes approved.

**V. Old Business**

- a. **Iron Gate/Fence Refinishing** - Completed at cost of \$8,600.00 and paid in full. There was extensive repair work, and the adjacent fence and guard doors were repainted. Discussion for options to have the BF logo stand out on with some means to make the BF stand out in a tasteful manner.
- b. **Pond #1 Fountain - Update on timing of replacement pump:** This is still a manufacturer issue and the manufacturer has it in the queue but not able to evaluate the pump's condition (warranty work) until end of August. Discussion ensued regarding temporary solution until the pump is returned in order to keep water moving in the pond. There was consideration for a new pump however that acquisition may take as long as original pump repair and return timeline. If a new pump is purchased, that would leave a spare for future failures.
- c. **Entry Fountain:** Still evaluating various fountain options and pricing with the intent to replace fountain. Nothing new to report since July.
- d. **Back Gate Radio Link:** The system works but there is a weak signal lasting only about 15 seconds. Options include adjusting the external antenna on the Guard house and on the back gate to hopefully improve signal strength. May be success if a repeater is installed between

the back gate and Guard gate but that would require power potentially in a resident's attic. Will consider this option. Dale Thomson will work on these options when he returns to town.

## **Vi. Committee Reports**

**Flag Committee:** Initial meeting scheduled for August 16<sup>th</sup>. Residents who volunteered for the committee are: Steve Moore, Daniel & Alyssa Seay, and Newton & Katherine Mbuh.

### **Infrastructure Committee**

- A. **Bridge:** Pricing for cedar posts discussed which more expensive than expected. Still need pricing to determine project costs. Discussed temporary fixes to repair worst areas. Need to determine if complete rebuild or partial refurbishment is the most effective structurally and fiscally.
- B. **Initial meeting held in July:** Discussed future capital items and identified the top 3 as the fountain, bridge repair and first phase for irrigation automation. Still identifying appropriate WIFI device for irrigation controllers. Current product under consideration is approximately \$500 but will need to also update controllers with WiFi modules. Will want a beta test before replacing all controllers. A new electric meter has been set by Tri-County to electrify the irrigation controller along the Bella Flora walking trail.
- C. **Working on Asset inventory:** Determined that a self-study could be completed by the committee rather than paying \$5,000 for an outside vendor to complete the study. Once study is completed, the committee will prioritize items, establish timeline for completion and estimate associated expenses. This will be the primary agenda item at the next committee meeting.

**Social Committee:** It was determined by the committee to that due to the excessive heat, the Red White & BBQ will be canceled this year. The committee is discussing alternative adult events for the fall that potentially would be held at a local restaurant or other establishment. An announcement will be sent out for the next social meeting. Upcoming events include Flora Friday on August 12<sup>th</sup>, Movie on the Lawn on Sept 17 and Fall Festival on October 29<sup>th</sup>. The Back-to-School event on August 6<sup>th</sup> was a success with a great turnout! Thanks to all who put the event together and attended. The BOD recommended the committee discuss the option to hold neighborhood Trick-or-Treating on 29<sup>th</sup> or 30<sup>th</sup> due to October 31<sup>st</sup> being a school night.

**Landscape Committee:** Discussion ensued regarding common area trees that are suffering from the excessive heat and drought. Those include: tree by front fence has partially died and needs to be removed; consider removing dead section rather than cut down the entire tree. Another tree has large limb down. Leyland cypresses at the front are stressed from the heat but more water is being added to help. Magnolia trees have had a deep root feeding and water has been increased. Landscape committee will need to address a plan for the trees.

**ACC :** The Board believes a completion photo reconciles the approved submitted plan request with the actual completed project. The proposed action item: A project completion photo will be a required submittal to the ACC within 2 weeks of project completion for the ACC to close out the project. As of August 8, 2022, all new ACC requests will be required to submit a completion photo as a condition for initial project approval. The form will be amended by Globolink. Ken made the motion; Zach seconded.

## **Security Committee –**

- A. **License Plate Reader:** Still no new usage on license plate reader from Bella Ranch to determine if it's an option for our use.
- B. **Driver's License Scanner:** The units vary significantly in pricing therefore more research will be conducted to determine the optimal unit for quality and price. Continuing to work on tablet enhancements to enable DL reader, however, this requires some database design/coding.
- C. **Left hand Gate:** Issues with the Right hand gate due to high traffic volume. Still noticing the gate sensor is being blocked by the RH gate. Awaiting response from Access Control to resolve. May determine that the active part of the sensor will need to be moved to a bracket away to provide some standoff from the gate.

## **VII. New Business:**

- A. **Trash Policy:** Discussion regarding bins remaining out for extended periods of time following Friday collection including bins remaining out for days resulting from not being set out timely. It was mentioned that Republic begins collecting waste just before 7:00 AM each Friday. It was suggested a policy be drafted to define bin timeline for curb and waste removal containers are expected to be stored completely out of sight from the streets or side yards. A draft policy will be submitted to the BOD to review prior to sending to residents. solicit BOD input then send to BF.
- B. **Pool Equipment Screening Requirement:** Discussion regarding the requirement for all pool equipment to be screened and not visible from a street or neighbor's side yard. The policy was implemented several years ago and those grandfathered have had time to meet the new requirement. Board will consider whether to direct the grandfathered properties to meet the standard.
- C. **Electricity Rates:** It was noted that the current electric contract is 9 cents /KWh and will renew in May 2024. Tri County services a portion of Bella Flora common areas and there is no option to negotiate for rates.

## **VIII. Financial Report Review through July**

- D. There are still 3 residents with outstanding 2022 dues which are accumulating late fees and finance charges; 1 resident with unpaid dues for 2021 which is accumulating late fees and finance charges. Liens have been filed on these properties. Three residents paid outstanding balances for 2022 dues in July.
- E. There is \$4,600 outstanding from unpaid speeding tickets after collecting \$1,175 of speeding tickets in July.
- F. There is approximately \$17,000 of unbudgeted income realized due to late fees, finance charges and speeding tickets.
- G. Storage unit was downsized to a smaller unit. Monthly rent was \$188 and is now \$65 per month for a monthly savings of \$123 per month. Thanks to Vince for working the move.
- H. Non-routine July expenses include:
  - A. Final \$4,300 payment for the gate repair/painting project. This was classified as a gate maintenance expense.

- B. Sprinkler repair of \$1,000.
  - C. Fountain pump replaced at an expense of \$400 and was not under warranty.
  - I. Electric expense is over budget due to significant wholesale rate increases that are passed on to end users and is anticipated to be approximately \$7,000 over budget at year end.
  - J. The July Balance Sheet reflects \$110,000 in reserve; \$208,000 in the operating account and \$10,000 of unpaid dues and \$7,100 of miscellaneous fines.
- IX. Bella Buzz – September 1 target date. Send inputs to Penny Honer.**
- X. During executive session following the open Board meeting, the BOD determined that the next open Board meeting will be **October 10, 2022 at 7 pm.** This was decided so that the established committees can meet and address their agenda items before the next open Board meeting.
- XI. Adjournment: 7:55 pm**

Minutes submitted by: Ann White