

Bella Flora HOA Board of Directors

Meeting Minutes

October 10, 2022

I. Call to order

Ken Merchant called to order a meeting of the Bella Flora Board of Directors at 7:02 PM on October 10, 2022.

II. Roll call

The following were present: Ken Merchant, Ann White, and Vince Borrello, attended in person and Dale Thomson, and Cyndi White from the management company participated by phone. Zach Long was not in attendance.

III. Residents in Attendance:

Tom Potts, Kim & Scott Gardner, Stephanie Cleveland, Jeremiah Huff and Pattie Pearson 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 August 8, 2022, 2022 Meeting: The Board approved the minutes as submitted. Ken moved; Vince seconded. Minutes approved.

V. Committee Reports

VI. Infrastructure Committee Report – presented by Vince Borrello; met on September 6, 2022.

- a. Asset Inventory Status - committee decided against using a vendor to complete a Bella Flora asset inventory and will handle internally. Committee member Jay White will take lead on this initiative.
- b. Bridge – temporarily repaired the bridge at the front of the Bella Flora common area. No cost estimate yet available for repair/replacement and anticipate including into the 2023 budget. Middle bridge needs minor repairs but does not create a hazard as it is currently. The metal bridge near the ponds needs paint but is structurally sound.
- c. Irrigation Automation Project – 4 of 7 controllers are now automated; still waiting on materials which are not available due to supply chain issues. Pump house controller – need a WIFI conversion kit, but none are available currently. Will replace all solenoids at the walking trail controller when parts are available and working with Texas Lawns to complete this project. Have been purchasing Hunter parts at a discount for irrigation needs.

- d. Repair of Pond Pump Motor – Pond #1 still not repaired through the warranty which has been expected since July. There is the Pond 2 spare pump motor that can be repaired for \$900 vs. a new version at \$4,200. Vince moved to repair for \$900; The repaired spare motor will then be used in Pond #1. The repair is estimated to take 2-3 weeks to complete. Once the warranty replacement of original Pond #1 pump is returned it will be used as a spare or returned to usage in Pond #1 in which case the repaired pump will be stored as a spare. Vince Borrello move a motion to proceed with the repair. Ann White seconded; all in favor and motion passes.

VII. Social Committee Report – presented by Stephanie Cleveland. No recent committee meeting due to conflicts. Planned events include:

- a. October 15, 2022 - Octoberfest Adult Event – no headcount firm number yet as of the BOD meeting.
- b. October 29th Fall Festival – decided against a petting zoo.
- c. October 31st – Neighborhood trick-or-treating.
- d. December 10th Santa in the park (morning event.) Locating a Santa now and will have pictures of kids. More details to come.

VIII. ACC Committee Report – submitted via email to the BOD

IX. Flag Committee Report – presented by Ann White

- a. Individual flags – The last display for individual resident flags will be veteran’s day, 2022. At that point, all residents may keep the flags for their own usage.
- b. New flag display – will have flags displayed in the common areas from the main gate into Bella Flora. Spacing and number of flags will be dependent upon cost. Still researching specific product and vendor. First display anticipated display would be Memorial Day, 2023.
- c. Flag Dates – the Flag Committee will determine dates for the entrance flag display and publish for the year beginning 2023.
- d. Proposed Revision to Flag Policy – Committee will review existing flag policy with any proposed revisions to be in compliance with the CCR’s.

X. Landscape Committee Report – presented by Vince in Zach’s absence.

- a. Common area damaged tree update – arborist, Cody Davis of Quality Trees came out on August 31st to evaluate struggling trees. No report has been received to date but expect it soon. Although the hope is to save Leland cypress trees but may not be able to do so. Will need to remove if no improvement. Magnolias have been treated but not yet thriving.
- b. Tree & shrub replacement plan – no specific plan as of yet.

XI. Security Committee Report – presented by Ken Merchant

- a. Flock license plate reader – no requests for usage as of yet in Bella Ranch. Still no next steps for BF.

- b. Driver's license scanner – locating a computer to support the reader. The Guards have encountered pushback from visitors not willing to provide their driver's license although most visitors generally do provide. In the event a visitor refuses to provide their driver's license, access is denied to Bella Flora.
- c. Tickets – Contractors seem to be slowing down based upon receiving prior tickets and Bella Flora follow through. Speeding tickets were never intended to be a revenue source rather a means to make the neighborhood safer.
- d. Left Hand Gate – bushes overgrown near the gate sensors have impacted gate operation however they have been trimmed. Texas Lawns will need to be informed o trim by the sensors as a part of routine services.
- e. Need response from Axxess – several issues – need follow up from Access representatives when they come to Bella Flora for gate arm, sensors, and other gate mechanical issues.
- f. Number of gate code denials has decreased - Whenever a code is used that is not assigned to the resident, a new code is assigned. Uber or Door Dash drivers even with residents in the back seat providing the code to the driver a new code is assigned. This is identifiable via the cameras at the guard house.

XII. Financial Report – presented by Vince Borrello

- a. Status of 2022 budget as of September 30, 2022 – expect to be overbudget in electricity due to rate increases, landscape maintenance increase due to diseased/dead trees & shrubs, etc. however at this point, total revenue is 104% of budget.
- b. Review of financials through September 2022 – anticipate \$50k over expenses. Revenues are expected to be approximately \$46,260 over budget due to un-budgeted items, under budget on capital projects and Republic under-billing the HOA from January through May.
- c. Nothing unusual in September. There is \$5,000 in unpaid speeding tickets.
- d. Outstanding dues – all accounts with outstanding are making payments or are on payment plans.
- e. P&L – Balances are:
 - i. Operating account balance: \$152,000
 - ii. Reserve balance: \$110,000
 - iii. Accounts Receivable balance: \$8,600 which is primarily unpaid fines.
- f. Approximately \$7,000 has been received for 2023 dues.

XIII. Old Business

- a. **Pond #1 Fountain - Update on timing of replacement pump:** see notes above. 2-3 weeks until pond #2 rework is ready.
- b. **Entry Fountain:** Consensus has been to replace the fountain with to go with similar style as the existing fountain. Anticipate approximately \$25,000 to replace the fountain with a similar style/look based on estimates received in April 2022. Two vendors have been identified who can fabricate a similar fountain product and have been asked to submit proposal. A recent estimate from one of these vendors of \$40,000 has been received. We are waiting for a proposal from the other vendor. Desirable to replace in spring 2023 allowing time for proposals to be received and review.
- c. **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. GE radio is at end of life therefore a Canadian version has been ordered which is a 900 MHz unit. Still identifying an ideal location to place the repeater. Zach Long has offered to position the repeater at his house which would be ideal due to the direct line of site to the gate from his house. Jeremiah Huff offered to work with Dale Thomason.

XIV. New Business

- a. All Committees will need to submit a 2023 budget before November meeting to the Board of Directors. A reminder will be sent to committees.
- b. 2023 Annual Board meeting date and location discussion. Determining a date will depend upon meeting location availability on a specific date. Although Mira Vista is convenient and reasonable to use it can be noisy during meetings. Currently considering alternative meeting locations. Once secured, a notice will be sent to all residents. In addition to normal annual business, there will be BOD elections held for two open positions. Cyndi White and Ann White will lay out nomination timeline and associated details.
- c. Trash Policy Revision – BOD will review draft policy and finalize by November meeting. Fines will be proposed for lack of compliance with policy. Most significant issue discussed is lack of timely removal of trash & recycling bins from driveways after trash pick-up and the visibility of bins at the front of residences.

Vi. Resident Visitors –

Pattie Pearson–

inquired about a ticket issued to her residence at 12609 Villa Milano Drive for grass that needed to be mowed. The ticket was removed as it should have been assigned to 12617 Villa Milano Drive. Although the ticket was removed, Pattie was still concerned the issue was not resolved due to who owned the property where the grass was identified. Pattie’s understanding was that the area behind her property was common to the HOA which it is not. Ken Merchant explained that there is no common HOA property between the homes on Villa Milano and those on Bella Vino as the property lines abut each other. There is an easement along the property line but the owners are responsible for the property. Pattie stated she did not understand that aspect before the meeting.

Pattie stated that she has complained to GloboLink and the BOD regarding barking dogs in the neighborhood. Ken Merchant responded that it is not the BOD’s responsibility to enforce complaints regarding civil matters. He further shared that Bella Flora does not have a roving patrol within Bella Flora to monitor barking dogs and recommended that in such situations the issue should be addressed directly between residents. If the matter warrants further escalation, the recommendation is to contact the Sheriff or magistrate.

VII. During executive session following the open Board meeting, the BOD determined that the next open Board meeting will be **November 14, 2022 at 7 pm.**

VIII. **Adjournment:** 7:55 pm

Minutes submitted by: Ann White