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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC. HELD ON WEDNESDAY, OCTOBER 26, 2022, AT 3:00 P.M.**

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**DIRECTORS PRESENT**

Don Smith, President  
Dallas Smith, Vice President  
Sandra Talley, Secretary  
Bernie Bouman, Treasurer  
Kenneth Wiggins, Director  
Billy Potter, Director  
Danny Koons, Director

**DIRECTORS ABSENT**

**IN ATTENDANCE**

27 Homeowners were in attendance.  
Shannon Boogades, Community Manager, Inframark

**CALL TO ORDER**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 3:00 PM by Don Smith, President; Shannon Boogades recorded minutes.

**CONSIDERATION MINUTES**

Upon a motion duly made by Potter; seconded by Talley, the September 28, 2022, regular meeting minutes were approved as presented.

**CONFIRMATION OF ELECTRONIC VOTING**

Don Smith briefly discussed the following email vote:

- Evote to approve the updated Clubhouse Committee Mission Statement. Dallas Smith motioned; Potter seconded; motion carried.
- Evote to approve the Clubhouse roof valley repairs. Potter motioned; Koon seconded; motion carried.
- Evote to approve a 2 part vote from Scarsdale Wall Task Force: #1 to approve the 8 ft style fence and #2 to approve the statement regarding the required easements that are necessary. #1 Potter made motion; Wiggins seconded; Bouman abstained; motion carried. #2 Potter made motion; Talley seconded; Bouman abstained; motioned carried.

**PRESIDENT'S REPORT**

- Don Smith moved the 2023 Budget from the Treasurer Report portion. Budget was briefly discussed. Recommendation from Finance Committee, Dallas Smith made motion; Potter seconded; motion carried.

- Don Smith discussed the wall and why replacement was necessary. RFP was sent to 4 copies with only 2 responding; one declined via email and the other declined due to lack of time.
- Don Smith also discussed the roof and fence and how they will fit into the reserve study.

### **OPEN COMMENTS BY BOARD MEMBERS**

None

### **TREASURER'S REPORT**

The Operating Fund as of September 30, 2022, was \$184,440.85 down \$43,241 from our August balance. The change in the Operating Fund balance is attributed to various items, including payment of both August and September bills for both clubhouse cleaning and Inframark, the continued use of outside vendors for maintenance work, insurance, landscape irrigation, tree maintenance and cable TV increases.

The Reserve Fund as of September 30, 2022, was \$1,322,347.75 up \$19,871 from our August balance.

The Finance Committee has reviewed the monthly financials and I move that the Board accept the September 2022 financials as prepared by Inframark.

Dallas Smith made motion, and Potter seconded; motion carried.

### **MANAGING AGENT'S REPORT**

October 4<sup>th</sup> deposit amount was \$20,174.65

October 11<sup>th</sup> deposit amount was \$7,365.95

October 18<sup>th</sup> deposit amount was \$3,426.00

October 25<sup>th</sup> deposit amount was \$ 3,668.00

Pool Chairs were delivered on Wednesday, Oct 5<sup>th</sup>.

New parking stops have been ordered and installed.

Water well application fee was sent out to the Subsidence District and all water bills were sent to vendor for compilation to send to Harris- Galveston Subsidence District.

Requests for City of Pearland's Neighborhood Night Out had been made in addition to Harris County.

Request for plumber to come out to verify kitchen items that may or may not be plumbed correctly.

The fountains have had the timers incorrectly set however; Lake Management was here yesterday to correct the timers.

G & W has been called because there is a potential issue with the thermostat in the gym. This has been corrected and a new thermostat was installed.

The gates have had their quarterly preventative maintenance completed 10/5/22.

The open carry/concealed carry signs have been attached to the buildings.

August approved financials and approved minutes have been posted.

Discussed open position (maintenance) with new recruiter. The position is officially posted to Indeed, LinkedIn and Monster. Indeed, and LinkedIn are the 2 number one options for job searches. Texas Workforce normally pulls positions from these sites to apply to their applicants. I have currently received 5 new applicants and am reviewing them. One has been interviewed.

The funds received for the garage sale have been deposited to Amegy bank account.

I have received our insurance proposal for the Association. There is an approximate increase of \$950.00 from 2021-2022 policy to 2022-2023 policy.

An email has been sent to our cleaning company advising them of the issues we are experiencing. They have responded that these items will be addressed. Of course, I will be monitoring this.

It has been reported that the ice machine had a leak. The vendor was called out Saturday for an emergency for the leak. He was unable to find a leak (although someone had turned off the ice machine without notifying staff). It was again reported that the machine was leaking on Monday. The vendor was called back out and showed me that there was no leak. What he did find was that the machine had somehow been pulled out enough to not hit the drain in the floor properly. Once repositioned the ice machine has not leaked and is working properly.

In the future, please let me know right away either by email, text or call. Most of our equipment has maintenance contracts on them. With a maintenance contract the warranty can be voided if anyone, but the vendor works on them.

## **COMMITTEE REPORTS**

Recommendation from Clubhouse Committee to add Jackie Robbins as a member to fill a vacancy. Dallas Smith made motion; Bouman seconded; motion carried.

- Architectural Committee – Ruth Southard- None Available
- Awards Committee – Sandra Bornstein –None Available
- Clubhouse Committee – Cindy Dutschke – None Available
- Communications Committee – Lark Billick- None Available
- Community Relations Committee – Janet DelSardo – None Available
- Elections Committee – Ruth Southard – None Available
- Facilities Committee – Rex Hemme – None Available
- Finance Committee – Connie Harry – None Available
- Grounds Committee – Diane Nicolas – None Available
- Nature Reserve Committee – Linda Kuhn – Linda mentioned that feral hogs have been removed from the county woody area behind BellaVita nature reserve. We now have deer on the berm; an area beside the oxbows at the creek; the committee is planting native plants and native wildflowers on Red trail. Linda will be looking to do a “pop-up” event regarding the plants and wildflowers.

## **ADDITIONAL BUSINESS**

**Villas Master** – Villa Verde will be joining Bella Vita in the installation of the wall. The President of Villas Master has approved the design and color.

**Homeowner Concern Forms** – There were many homeowner concern forms turned in.

- A tree died in the common area and the homeowner would like it to be replaced.

- The Association's alarm system sent out emails about upgrades. At the very least the HOA should be made aware of this so homeowners could ask staff. Reiterated that this contract is the Villas Master contract.
- The Retention Pond on Scarsdale needs to be cut. Who is responsible for that? This is the responsibility of the Harris County Flood Control District. There is a work-order pending.
- There was an irrigation concern that was placed on a Homeowner's Concern Form. Manager sent to Landscape company for repair.

**NEXT SCHEDULED MEETING**

- Next regularly scheduled meeting is on November 16th, 2022, at 3:00 p.m.

**ADJOURNMENT**

The open portion of the August 2022 Board of Directors meeting was adjourned at 3:51 p.m.

**EXECUTIVE SESSION**

Executive session was called to order at 4:00 p.m. consider actions involving personnel, pending litigation, contract negotiations, enforcement actions, matters involving invasion of privacy of individual owners, or matters that are to remain confidential by request of the affected parties and agreement of the Board.

**RECONVENE OPEN SESSION -SUMMARY**

- There were several accounts that the Board requested updates on regarding delinquencies and requested reminder notices be sent.
- The Board requested Manager to contact legal regarding the easement request for the wall.
- The Board requested Manager to send a thank you and a gift to the alligator hunter for his many days of trying to catch our 8ft gator.

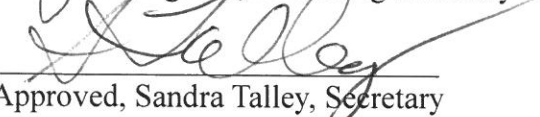
**ADJOURNMENT**

There being no further business, the meeting adjourned at 4:38 PM

Respectfully Submitted,

  
 Shannon Boogades, Recording Secretary

11/16/2022  
 Date

  
 Approved, Sandra Talley, Secretary

11/16/2022  
 Date