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**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON OCTOBER 31, 2011 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.**

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**DIRECTORS PRESENT**

Ron Gerlach, President  
Bill Burdick, Vice President  
Cris Barrera, Secretary  
Dorothy Darden, Director

John Devereux, Director  
David Dommert, Treasurer  
Elizabeth Woods, Director

**IN ATTENDANCE**

42 Homeowners were in attendance  
Nancy Triggs, Clubhouse Manager  
Emma Deatherage and Rod Simpson, representing the managing agent, Association Management, Inc.

**CALL TO ORDER**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order. The president, Ron Gerlach, presided and the managing agent assisted in recording the minutes.

**ADOPTION OF AGENDA**

On a motion duly made, the agenda was adopted as amended.

**PRESIDENT'S COMMENTS**

Ron Gerlach reported on the new parking policy being placed on the BellaVita website.

Mr. Gerlach reported on the MUD meeting held on October 25. The MUD Board approved the tax rate for the coming year. Mr. Gerlach reported that the rate could be reduced depending on the potential refinance of their 2002 bond issue.

Mr. Gerlach reviewed the items to be discussed during the meeting.

**BELLAVITA CY 2012 BUDGET PROPOSAL**

David Dommert introduced the Finance Committee members.

Mr. Dommert reviewed the proposed 2012 proposed budget. He identified impacts from the Villas Master's budget including reserve funding for retention pond repairs. Also, a review of

the costs for BellaVita painting and fencing along with an overall increase of \$126,000 in the BellaVita account. The Committee recommended a \$12 increase, for a \$222 per month assessment. Mr. Dommert stated that the assessment is being raised by 5.7% and has not been raised since 2005. He expressed a concern that future assessments will be impacted by inflation.

John Devereaux reviewed the Villas Master increase and the retention pond issues

Ms. Woods requested an explanation as to why miscellaneous for Villas Masters increased \$5.80 per month when there was no increase in the alarm cost. Any increase in the cable was included in BellaVita's operating budget.

Ms. Woods had concerns regarding the reserve amounts. She had detected an error in the computations of reserves of which David Dommert acknowledged. Also when the reserve computations were corrected, it was determined that the amount of reserves computed in the preparation of a reserve study in 2010 was adequate of which David also agreed with. No additional unanticipated amounts were required in the reserves.

Ms. Woods recommended that the Board review operating accounts and cut a few expenses including eliminating an increase in HOA funded expenses for Clubhouse events. This could allow the increase of the assessment to \$220.00 instead of \$222.00.

It was suggested that we use the amount from the 2010 reserve study and allow the Finance Committee to continue to work on fine tuning the reserve study of 2011.

Margo Green stated that the committee looked at realistic reserve numbers, and that some items in the reserve study needed updating which could increase costs.

As for the pool, Ms. Woods asked that we break out the amounts as to how much it would be for the pool lights, resurface, and deck issue.

The Board discussed the reserve amounts and the impacts of the reserve study. The Board also discussed the need for establishing the assessment and operating budget, and having the finance committee continue work on the reserve elements for approval at the next meeting.

Ron Gerlach thanked the committee for their work.

Upon a motion duly made and seconded, the Board approved the 2012 operating budget and an assessment amount of \$222 per month on a vote of 6-1 with Elizabeth Woods voting no.

## **PROPOSED CHANGES TO THE BELLAVITA BYLAWS BY TASK FORCE**

Bill Burdick thanked the members of the task force for their work. Mr. Burdick reviewed the recommended changes to the bylaws to meet the requirements of new legislation and to clean up outdated information including the following:

- Article I, Section 2, clarification of definitions;
- Article II, Section 2, clarification of annual meeting language;
- Article II, Section 4, 60 day meeting notice change;
- Article II, Section 7, Voting changes to meet new legislation;
- Article II, Section 10, Voting by Mail addition;
- Article III, A, Section 5, clarification language to meet new legislation;
- Article III, A, Section 7, clarification language to new legislation;
- Article III, A, Section 8, clarification language added to meet new legislation;
- Article III, B, Section 2, additions to wording to meet new legislation;
- Article III, B, Section 3, additions to wording;
- Article III, B, Section 7, additions to wording;
- Article III, B, Section 8, clarification language to meet new legislation;
- Article III, B, Section 9, clarification language to meet new legislation;
- Article III, B, Section 10, clarification language to meet new legislation;
- Article IV, Section 1, change to wording;
- Article IV, Section 4, change to wording;
- Article IV, Section 7, change to wording;
- Article V, Section 1, change to wording;
- Article V, Section 2, change to wording.

The Board discussed the various changes. Ms. Green addressed the Board and requested that the Treasurer remain as the chairman of the finance committee. Ms. Woods recommended removing the added language to Article IV, Section 4 and 7.

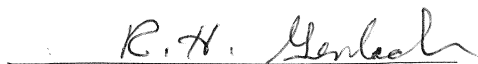
After further discussion, the Board proposed to place the document on the website “following incorporation of additions and corrections” and to review the final proposed document at the November 30<sup>th</sup> Board meeting for adoption.

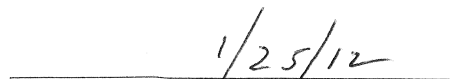
#### ADJOURNMENT

There being no further business, the meeting adjourned.

Respectfully Submitted,

  
Recording Secretary

  
Approved

  
Date