



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON AUGUST 24, 2011 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.

DIRECTORS PRESENT

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

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

IN ATTENDANCE

30 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.

CONSIDERATION OF MINUTES

The minutes of the meeting of the Board of Directors held July 27, 2011 were approved as amended.

PRESIDENT'S REPORT

Ron Gerlach recommended appointing Ron Lauve to the Facilities Committee and David Winchell and Dotty Raines to the Communications Committee. On a motion duly made and seconded, the Board of Directors approved the appointments.

Mr. Gerlach reported that the water testing work done by Severn Trent Services has been completed and representatives from Severn Trent Services and the City of Pearland are here to review the findings and answer questions. Facilities Chair Dennis Akkola introduced Elizabeth Reeves from Severn Trent Services and Jennifer Phan,

the City of Pearland Public Works Assistant Director. The following comments were part of the discussion:

- What were the findings by the city and the BV contractor? – The testing showed that the water was safe and within normal parameters. Drought conditions have reduced the amount of forced flushing the City does.
- The City will initiate a regular forced flushing of the communities system. A new water line will be constructed to change the direction of the water flow and increase circulation within BV.
- When will the line be completed? – The completion date is May, 2012.
- The City has agreed to retest the community after reintroducing forced flushing, fast track the construction of the new water line with construction beginning at both ends of the system.
- The City will also install a new flush valve on Tuschman to increase the flow thru N. Primavera Street, and will conduct a system burn through the pipes this fall.
- Who do we contact about water problems inside the house? – A plumber would need to be contacted. What are the costs and which plumbers do this work? – The costs depend on the work to be done.
- Concerns about the costs and problems with the water in the home were expressed. – Ron Gerlach stated that the Board of Director's concern was on the safety of the water. Both entities found that the water was safe.

Mr. Gerlach thanked the representatives for their attendance. Mr. Gerlach also stated that there is a handout on the procedure for flushing a home, and that phone numbers will be placed on the website identifying two plumbing companies that could provide testing and shocking for house plumbing systems.

TREASURER'S REPORT

David Dommert reported that for the period ending July 31, 2011 the Association had a Total Revenue of \$865,095 and Total Expenses of \$822,385 and an operating surplus of \$42,709.

Mr. Dommert reported BellaVita currently has 571 homes complete as of July 31, 2011.

MANAGEMENT REPORT

The managing agent reviewed his written report including:

- The action items for the current month were reviewed.
- The Summary Overview of 2011 HOA Reform Laws

- A Handbook on applying the new laws.
- A reminder of the Legislative Update to be held on August 29, 2011 at 6:30 p.m. at the Hilton Garden Inn and Conference Center.
- The action items for the current month.
- Review of the service requests as of August 23, 2011.
 - Current service requests - 224
 - Closed service requests as of August 23rd - 39
 - New service requests as of August 23rd - 73

CLUBHOUSE REPORT

Nancy Triggs submitted a written report including the following:

- Review of quotes for motor repairs/replacement for the West fountain. **On a motion duly made and seconded**, the Board of Directors approved the quote in the amount of \$2,649.23 for a replacement motor that included a 2 year warranty.
 - Discussion of the need for a new leg press machine. **On a motion duly made and seconded**, the Board of Directors directed that the item be sent to the Clubhouse Committee for selection of the equipment, and approved an amount not to exceed \$3,000.
 - Discussion regarding the contract, which has not been approved by the Board, for IRIS services. AMI is attempting to negotiate a 3 month trial. The contract would be emailed when it is finalized.
 - The new contract will require Board approval because terms and conditions have changed.
 - The computer lab printers were rewired to print to the copier in black and white only and secure the network. The recommendation is to charge five cents a copy for printing from the computers.
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- Discussion on the storm sewer drainage around the clubhouse and the lack of infrastructure plans. The need to camera the line at a cost of \$350 was also discussed.
 - The landscape lighting around the sales offices continues to be worked on.

COMMITTEE REPORTS

Clubhouse Committee: Jack Lauber, project manager for amendments to the Rules and Regulations, recognized other members including Chair John Rodriguez, Marjorie Parham, Karen Bishop, and Sheldon Maxwell. Mr. Lauber reviewed the Club BellaVita Rules and Regulations that incorporated amendments previously approved by the Board and requested approval of the full document. **On a motion duly made and seconded**, the Board of Directors approved the full document with incorporated amendments.

Mr. Lauber reviewed the following new amendments to the Rules and Regulations document:

- **Bereavement Usage, page 6, paragraph C.** The first sentence to read “Club members may utilize the Clubhouse for Funeral/Memorial events for deceased BellaVita residents at no cost.” After discussion, the Board concurred with the amendment.
- **Employee Rental of Facilities.** The following paragraph to be added to page 6 “D. a full time employee may rent Club facilities at the discretion of the BVHOA Board of directors. The rental fees and rules that apply to home owner’s rentals will apply.” The Board concurred with the amendment.
- **Printing from Computer Room Computers, page 9, paragraph P.** Paragraph P be deleted and replaced with “P. Printing of the computer room computers will be printed at the copy machine at the Service Desk. A 5 cents per page fee will apply.” The Board concurred with the amendment.
- **Gate Opener, page 5 paragraph F.** That a maximum of 4 gate openers be issued to a household and that the first sentence of paragraph F read “Lost or damaged gate openers can be replaced for \$30 each. If a household has more than two vehicles, they may purchase up to two additional openers for \$30 each. To preserve the security of our community, gate openers must not be given to non-residents.” The Board concurred with the amendment.
- **Club Reports, page 13, paragraph F.** That the last sentence requiring monthly submission of income and expense statements to the Management Company be deleted. The Board concurred with the amendment.

- **Clubhouse Service Desk, page 7, paragraph C.** That the following be added:
 - On the spot copying = Maximum of 25 pages total
 - 24 hour/overnight copying = Maximum of 400 pages total
 - 1 week copying = any amount over 400 pages
 - Specialty services responsibility of requester (stapling, binding, hole punching, etc.)
 - BVHOA Board and Committee copying is free
 - The BV club officers and organizations receive free copying
 - Black & white copies on white paper only
 - All specialty papers are to be provided by requester.The Board concurred with the amendment.

On a motion duly made and seconded, the Board of Directors approved the new amendments. The Board thanked the Committee members for all of their hard work.

Communications Committee: No report.

Community Relations Committee: Carol Barber reviewed the proposed "Neighbor to Neighbor" program. The committee recommended the following:

- Implement the first element of the program to build a data base of resident skills, experience, knowledge and expertise in a particular area.
- Continue to collect this resident information on resident "information" sheets and/or by block captain distribution of a flyer and/or through the internet until the end of the year.
- Revisit the "Neighbor to Neighbor" idea in April/May of 2012.

On a motion duly made and seconded, the Board of Directors approved the recommendation.

Ms. Barber informed the Board on the actions of the Elections Committee. A meeting is scheduled for October. Ms. Barber informed the Board on the interest to serve form and elements of the election process.

Facilities Committee: Dennis Akkola reported on issues regarding the pool and decking. Mr. Akkola stated that a structural engineer has look at the area and cited hairline cracks at the ends of the pool that can affect the integrity of the pool. Repairs to the pool and the decking will be needed. There was no estimate at this time and scheduling would be targeted for the winter.

Mr. Akkola also reported on the investigation of the sewer line, manhole cover and outlet locations.

Mr. Akkola reported on the fencing replacement plan. Replacement will need to begin one year earlier than cited in the reserve study. The first phase would include 93 homes in the Marsala, Capri and Lago Vista street areas. The second year would include 64 homes and the third year would include 49 homes. The plan will include addressing the shared fence with Villa Verde. The total linear feet will be calculated in order to estimate costs and obtain bids. This information will be presented to the treasurer.

Mr. Akkola requested approval to purchase a pallet of fence board pickets. **On a motion duly made and seconded**, the Board of Directors approved an expenditure not to exceed \$600.

Finance Committee: David Dommert reported that the committee would be meeting in September to discuss further the potential banking change to Capital One Bank from Amegy Bank and to consider an update of the reserve budget.

Grounds Committee: Becky Spedden reported on the need for the removal of trees located in near the backyard areas of some homes at the approximate cost of \$300 per tree. Ms. Spedden also reported on the need to remove and replace dead shrubs in common areas and the concern of replacing shrubs in areas without irrigation. AMI will forward complaints regarding shrubs to the grounds committee. **On a motion duly made and seconded**, the Board of Directors approved the recommendations for an amount up to \$2,000.

Ron Gerlach requested information about trimming the trails in the Nature Reserve area and including costs in the upcoming budget.

Ms. Spedden reported on the plan for flowers and irrigation for the urns. The committee will also be soliciting bids from vendors for work on the grounds.

Ms. Spedden advise the Grounds Committee would send out request for proposals on landscape maintenance. AMI will forward the specifications and maps. AMI will also forward recommendations on landscape contractors.

Homeowner Advocacy Committee: Carol Dyson reported that the committee will wait on revisions to the covenants, conditions, and restrictions.

ADDITIONAL BUSINESS

Strategic Planning Update: Ron Gerlach reported that the revised draft was distributed and reviewed at a future meeting.

Villas Master Update: John Devereux reported on the Villas Master Association. Mr. Devereux updated the board on the remote detention pond and issues involving the proposed repairs and costs submitted by MUD #18. The requested amount is \$23,661, of which BelleVita's share would be about \$15,000. The Board is awaiting a letter from MUD. Mr. Devereux also reported on a theft in Villa D'Este where 8 vehicles were broken into. The thief was caught by the authorities.

Homeowner Concerns: Cris Barrera reported that he had received the following homeowner concerns.

- Report of a garage door opener not working properly.
- Cracked street/curb problems.
- Thank you response for John Devereux and his work.

Copies of concern forms were distributed to appropriate Committees to address.

AMI will send acknowledgement letters to the owners thanking them in bringing these concerns to the Board.

EXECUTIVE SESSION

Executive session was called to 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

No actions from executive session were reported.

SCHEDULE NEXT MEETING

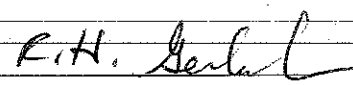
The next regular meeting of the Board of Directors was scheduled to be held on September 28th, 2011 at 3:00 P.M. in the Club Bellavita Ballroom.

ADJOURNMENT

There being no further business, the meeting adjourned.

Respectfully Submitted,


Recording Secretary


Approved


Date