



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON WEDNESDAY, NOVEMBER 18, 2020, 2020 AT 3:00 P.M. VIA ZOOM THIS MONTH DUE TO COVID-19

DIRECTORS PRESENT

Connie Harry, President
Merlin Mohr, Vice-President
Steve Anderson, Treasurer
Cindy Dutschke, Secretary
Billy Potter, Director
Sandra Talley, Director
Dallas Smith, Director

DIRECTORS ABSENT

None

IN ATTENDANCE

2 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 Connie Harry presiding, Shannon Boogades recorded minutes.

CONSIDERATION MINUTES

Upon a motion duly made and seconded the October 28, 2020 Regular Meeting Minutes were approved as presented.

CONFIRMATION OF ELECTRONIC VOTING

- Replace A/C blower in the gym area.
- Fountain light repair in the small lake.
- Retract fountain light repair and approve full replacement of fountain in small lake in the amount of \$8,982.39.
- Replace swing gate operators and stands in the amount of \$20,781.19.

PRESIDENT'S REPORT

- Connie Harry thanked those who joined the Board on the Zoom call.
- She then advised that we are in excess of 60% of responses for the Over 55 survey. She explained why this survey was necessary for BellaVita to keep track of this information. If we ever had an inquiry from the Department of Housing and Urban Development we would lose the ability to count ourselves as an Over 55 community. Also mentioned was the ability for neighbors to help other neighbors. While a

driver's license is helpful; it is not required. Your neighbor can sign as a witness and deliver to the clubhouse.

- We have also had a recent uptick of overnight parking at the end of Berlino Dr. by recreational vehicles and by trucks with trailers attached. This is not a parking area. Parking here can lead to violations which may lead to fines or towing since we have a towing company in place now.
- For those that carpool – permits can be obtained from the office for day permits and overnight permits.
- As the holidays are right around the corner please be cautious of parking in the streets.
- The last item is that many residents are having work done on their homes or landscaping done. You are responsible for your vendors. There was a situation where a vendor was parked on both sides of the street and one truck was parked with the front of the vehicle angled out into the street. This is unacceptable as no one could get through the street. Please note that emergency vehicles cannot get through the street. Upon asking the vendor who was very rude to move his vehicle and after a brief exchange of words moved the vehicle.
- We are all very COVID weary and want everyone to be safe following the CDC guidelines. We are heading into the Holidays please be cognizant of gatherings.

OPEN COMMENTS BY BOARD MEMBERS

- No comments from other Board members

TREASURER'S REPORT

- As of October 31, our Operating Fund balance is \$293,053 which is up about \$4,000 from September 30th. As of October 31, our Reserve Fund balance is \$1,199,293, which is up approximately \$12,000 from September 30th. For the month of October, our total income was about \$5,000 under budget, but about \$30,000 of that is because our insurance premium of near \$30,000 is budgeted and normally paid in October. It will show on next month's statement instead. For the year to date, we have a surplus of about \$53,650 in the Operating fund and a surplus of about \$88,000 in the Reserve fund. I will note, however, that there are major expenses coming up in the next two months for replacement of the upper pond fountain and significant repairs to the entry gates. Steve Anderson made a motion that the Board accept the September 2020 financial statements as prepared by Inframark. Cindy Dutschke seconded; motion carried.

MANAGING AGENT'S REPORT

- There was what we thought was an irrigation leak right outside manager's office. Carpet inside the manager's office was soaked. Contacted Carpet vendor who dried out with the use of fans and a dehumidifier and cleaned that section of carpet. Requesting approval to pay invoice for \$1,009.00. Connie Harry stated there was a recommendation and Steve Anderson seconded, motion carried.
- Discovered that a drain was stopped up in the Mechanical Room outside the gym which was causing water intrusion. Porters will be checking on all drains going forward.
- There was an odor coming from the men's restroom which was permeating the ladies' room also. Had plumber come out to check all pipes; including sewer. There was no blockage. We have determined that the odor might be coming from the floor drain. It is not being used as much as usual. We were given a remedy of pouring a cup of bleach in the drain once a week.
- The electrical work has been completed on the guard shack to the gate operators.
- All Bids have been received from various vendors for the electrical work at the front of the community. These have been forwarded to the Board. Based on the timeline of availability and my personal

interactions with the vendors; I would like to recommend Right Touch be awarded the proposal. \$3,623.00 plus tax which should fall slightly less than \$4,000.00. Connie Harry stated there was a recommendation for Right Touch Electrical, Cindy Dutschke seconded; motion carried.

- We have received the BellaVita envelopes we ordered from a local printer.
- The roof repair has been completed and interior ceiling has been repaired.
- The magnetic locks on the outside restroom doors and the gym have been repaired with the Fire alarm company and our gate vendor. The gate vendor is responsible for the software that controls not only the gate but also the magnetic locks on the outside restroom doors, the gym door, and the pool gates.
- The battery for the smoke alarm in the annex has been changed.
- We have sent out a notice to the community to remove their election signs. Inspections will be done soon.

COMMITTEE REPORTS

- Architectural Committee – Ruth Southard- None Available.
- Awards Committee – Sandra Bornstein – None Available.
- Clubhouse Committee – Karen Bishop – None Available.
- Communications Committee – Lark Billick – None Available
- Community Relations Committee – Janet DelSardo – None Available
- Elections Committee – Ruth Southard –None Available.
- Facilities Committee – Dorothy Barrera – None Available
- Finance Committee – Don Jensen – None Available.
- Grounds Committee – Diane Nicolas – None Available.
- Nature Reserve Committee – Linda Kuhn – Merlin Mohr wanted to thank all the members who worked hard during the last flooding we had in the Reserve (damaged bridge, debris removal). Merlin Mohr mentioned that we had a surveying contractor that was contracted with Harris County Flood Control to do some work on the easements that the Flood Control has in the Reserve. This easement is located between our property and Clear Creek. They ended up cutting some trees on our property and Linda Kuhn, Chairman of Nature Reserve Committee was made aware. Harris County came out to see the damage that the contractor had done. They are now looking into what can be done to remediate and/or restore what was done.

ADDITIONAL BUSINESS

Villas Master –Billy Potter has been unavailable for some time so Connie Harry gave Villas Master update. The MUD election has been completed and Ron Gerlach, BellaVita resident and Wes Boyer were both incumbents and both re-elected. It is very important for us to have a voice in the MUD District since it is one of our taxing agencies. Our next Villas Master meeting will be January 25, 2021 at 6 p.m. here in our BellaVita ballroom.

Homeowner Concern Forms – Cindy Dutschke mentioned that we did not have any concerns turned in but had a positive one turned in regarding Suzanne Matocha and her wonderful job she is doing with organizing the golf cart parades and how thankful the residents are for that little bit of levity that the residents can enjoy.

NEXT SCHEDULED MEETING

- Next regularly scheduled meeting is on January 27, 2021 at 3:00 p.m potentially by Zoom.

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.

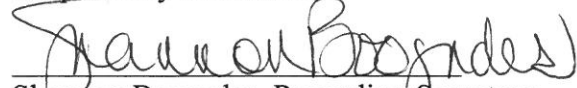
RECONVENE OPEN SESSION -SUMMARY

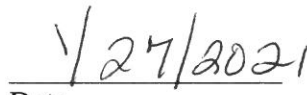
- There were several accounts that the Board requested the Manager to send reminder letters to and one account ending in 48 that will be sent to the attorney. An account ending in 03 was sent a Final Demand Notice; which will be forwarded to the attorney unless payment is made, or payment plan is initiated.


ADJOURNMENT

There being no further business, the meeting adjourned at 3:35 PM

Respectfully Submitted,


Shannon Boogades, Recording Secretary


Date


Approved, Cindy Dutschke, Secretary