

## **BELLAVITA STEERING COMMITTEE**

MEETING MINUTES for: August 20, 2008

APPROVED: September 4, 2008

### **Attendees:**

<b>BVHOA</b>	Ron Gerlach, Wayne Johnson, Benny Frank
<b>AMI Rep</b>	Not Present
<b>Club Manager</b>	Nancy Triggs
<b>BVSC</b>	Section 1 Dorothy Darden - Bob Stockinger
	Section 2 Bill Burdick - Margo Green
	Section 3 Roger Valdez - Jim Moore
	Section 4 Elizabeth Woods
	Section 5 Lyle Ganucheau

### **Call to Order**

The meeting was called to order at 7:03 by Facilitator, Bill Burdick.

The BellaVita HOA Board members were thanked for their presence at the meeting. A new resident, Jim Thompson, was recognized and welcomed.

### **Reading of the Minutes**

The minutes of the August 7, 2008 meeting were read by the secretary. The minutes were approved as read. Anita Barner thanked the members of the Steering Committee for thank you cards and a gift certificate that were given to her at that meeting.

### **BVHOA Board Action Item Pending**

Bill announced that the Clubhouse Rules and Regulations are an ongoing project. The recommended changes made by the Steering Committee have been given to the Task Force headed by Jack Lauber. After final input by the Task Force groups, the Steering Committee will hold a working session to finalize the proposed Rules and Regulations prior to their submission to the BVHOA for implementation. The date and time of this working session is yet to be determined. Jack Lauber, a member of each task force group, and Nancy Triggs will be invited to attend this working session. The hope is to finalize the proposed Rules and Regulations prior to the next BVHOA Board meeting which is scheduled for Thursday, August 28, 2008.

Feedback was obtained from the City Attorney's office of the City of Pearland regarding the requirement of security guards for rental events at the clubhouse where alcohol is served. The office reported there is no such requirement in the City Codes and Regulations. Gene Reddell reported that the City Codes and Regulations are available on the City of Pearland website. Margo asked whether the presence of children at an event would make a difference in the requirement. It was stated that this was not required by City of Pearland Codes and Regulations. The City of Pearland City Attorney's office declined to provide this in writing. It was stated that the City never will provide a written opinion as to what is not required. After discussion on what future action needs to take place, Elizabeth Woods suggested that all conversations with the City Attorney's office and other research into the issue be documented.

### **Transition Committee Action Items**

Elizabeth Woods reported that the Transition Committee had met today for an initial brainstorming session to determine the actions that need to be completed prior to transition and prioritization of such items. Elizabeth stated the Committee would need input from the Steering Committee and its committees and subcommittees. The Transition Committee Action items will be a regular agenda item for the Steering Committee from this point forward. There was a question whether the Transition Committee meetings would be open. It was stated that this is a BVHOA Committee and not a committee under the Steering Committee, so this issue cannot be addressed by the Steering Committee. The Transition Committee needs to determine the categories of items to be addressed to ensure appropriate compliance with any laws affecting the transition process and also to ensure that the new BVHOA governing board has all the necessary information to begin effective management at the time of transition.

### **Committee Reports**

#### **AMI**

Nancy stated she had nothing to report on Clubhouse operations.

#### **BVHOA**

Ron Gerlach stated the next BVHOA meeting is Thursday, August 28, 2008.

## **Villa Masters**

John Devereux stated the next meeting of the Villa Masters is scheduled for September 11, 2008. BellaVita is the only group that is presently organized. At the next meeting Villa D'Este and Villa Verde will be forming organizational committees. An architectural review committee for Villa Masters will be formed as a "Modifications Committee." If the Steering Committee agrees, it will be recommended that the BVHOA approve the use of the already existing Architectural Review Committee. The other two subdivisions will use newly formed committees under Villa Masters. There was a question on whether architectural review was included in the BellaVita By-Laws and this was answered in the affirmative. Bob Stockinger inquired as to whether there were differences between the BellaVita and the Villa Masters requirements for architectural review and it was stated that they do not appear to be in conflict. Jim Moore asked for a copy of the latest documentation for Villa Masters. It was stated that it is the same original document; no amendments have been made to the Villa Masters Covenants. John has submitted the plan for the election of the BVHOA Board members as this is in conflict with the Villa Masters By-Laws which do take precedence. We cannot have an election under the system approved by the Steering Committee without review by Lennar and a change to the Villa Masters By-Laws. The revisions to the BellaVita By-Laws have not yet been approved by the BVHOA. It was asked that this be brought up in the next BVHOA Board meeting to inquire about the progress of the adoption of the recommended By-Laws.

## **Architectural Review/Deed Restrictions (Jim Moore)**

Jim Moore stated that the committee was meeting every Friday afternoon and is well into the review of the guidelines.

Jim also stated that the Pearland EMS will be doing blood pressure checks on Thursday from 10 a.m. until noon. The CPR class has been postponed until October. Jim requested appropriate signage for the AED in the fitness room and by the 911 phone in the pool area. There were no objections to this request. Nancy Triggs will arrange for the signage to be made and installed.

## **Business Liaison/Acquisitions (James Warner)**

James Warner was absent, but Bill stated there was no update on the nature trail project. Bill reported that James stated Ms. West has

become less easy to contact recently, but is not sure if this says anything about her intention to continue the project.

### **By-Laws/Covenants** (Bill Burdick)

Bill stated the work of this committee is almost complete and the report on the Declarations will probably be ready next month. The committee will remain in place until the transition.

### **Clubhouse Facilities/Operations** (Bob Stockinger)

Bob stated work is being done in an attempt to "polish" the clubhouse prior to transition. Bob suggested a separate sign-in sheet for children using the pool in order to collect data on usage. Elizabeth stated she could provide data on collected guest fees. Bob thanked all the volunteers who came to help in clubhouse storm preparation. He stated new volunteers are needed to be added to the list of homeowners available for this type of task. He stated he wanted to put the ice machine on wheels to ease the movement of the machine needed to prepare it for power shutdown. Bob will provide the materials if anyone can provide assistance in fabrication. There was discussion on a commercial refrigerator. The purchase price would be approximately \$2,500. Bob was not sure if the Belles were going to provide the funds. In discussion it was noted that it had been discussed at the Belles meeting, but no approval had yet been given. There was also discussion as to whether other clubs were going to contribute to the purchase price. The clubhouse computers have all been repaired by AMI personnel. Classes and training for use of the BellaVita website will be provided by the Communications Committee.

### **Communications** (Elizabeth Woods)

Elizabeth stated the committee had met this week. Karen and Dutch are new members of the committee and will be addressing new homeowner issues. Some initial ideas were a newcomers club and newcomer breakfasts held at homes rather than at the clubhouse. Suggestions will be presented at the next meeting. Hurricane information, tracking charts, and homeowner booklets have been stocked at the clubhouse. Nancy will be adding an area on the website on hurricane preparedness. A hurricane preparedness seminar was presented at the clubhouse by a member of the Pearland Police Department. No information has as yet been placed on the website regarding deed restrictions. This subject has been referred to the new Architectural Review Committee. The

committee is investigating the possibility of a resident photo directory. The Steering Committee had requested written guidelines for inclusion of information on the website. Guidelines are being reviewed and revised. In response to homeowner complaints about distribution of news items, an e-mail address (dailynews@club-bellavita.org) has been created for submission of news items. It was clarified that daily news items are still handled by Scott and placed on the website. The use of e-mails for notification had become extremely difficult and inefficient. A telephone notification system (IRIS) was looked at, but was approximately \$7,000 per year. Other types of voice notification systems will be investigated and a report provided to the Steering Committee. For present the proposed solution is to make the means of submitting news more clear through publicity about the new e-mail notification system and by providing training to homeowners as needed on how to access the system. Communications Committee members are willing and able to provide training in the form of classes or one-on-one instruction. It was requested that if Steering Committee members receive complaints about communications that the name and contact information be provided to the committee for followup. In response to a question regarding news for homeowners who do not have home computers, it was stated that the clubhouse computers are available when the clubhouse is open. Printed copies of the monthly schedule are also available at the clubhouse. Other methods of cost-effective communication are being investigated. The Communications Committee requested that all submissions to the website be in Word format.

#### **Grounds (Dorothy Darden)**

Dorothy reported the committee is still pursuing ideas for minimizing the cost of replanting the flowerbeds around the clubhouse, changing to different type of plants. The sprinklers around the clubhouse have been set to a new schedule to preserve water and also curtail the growth of mold on the sidewalks. The committee asked for approval of the Steering Committee to place an article on the BellaVita website regarding the overall design of the community grounds. Approval was given.

#### **Neighborhood Preservation (Roger Valdez)**

Roger stated the door refinishing project is ongoing. He is having difficulty in getting feedback from AMI on what jobs have been done.

Roger stated he only has been able to inspect completed doors because of receiving information by word of mouth from homeowners about completed work. Roger stated the price charged is excessive for the work provided. A scope of work was sent to AMI several weeks ago, but he has received no feedback. Benny Franks asked for information on this project and stated it would be brought up at the next BVHOA board meeting. Roger stated he would provide this information. There is no followup as of yet on the sidewalk repairs.

### **Safety/Security** (Lyle Ganucheau)

Lyle stated that Don Talley asked to be relieved of his duties as chairman of this committee. Lyle stated he was willing to serve as chairman of the committee. The final price on the gate security system is expected shortly, it has been slow in coming. Lyle reported on the mechanism and necessity of alarm system testing. In response to a question about the history of crime in BellaVita Lyle reported there has only been one major break-in, a house where residents were on vacation and did not set their alarm system. There have been items stolen from open garages. There was a question on the gate problems with the left entrance gate closed. Nancy stated this has been resolved. Margo indicated closing the left gate would be a method of ensuring trucks did not attempt to use the left lane and damage the portico. Nancy stated it was currently possible to set the gates in this manner. Benny stated this would be brought up at the next BVHOA Board meeting.

Margo made a motion to approve Lyle as chairman of the Safety/Security Committee. The motion was seconded and approved.

### **Finance** (Margo Green)

Elizabeth Woods as chairman of the committee gave the report. The latest financial reports were received Monday evening and have not as yet been reviewed. Elizabeth stated that figures given in the past were incorrect, BellaVita is now 74.76% sold. Two more home sales are needed to reach the 75% mark. Nancy stated that four homes are scheduled to be closed this month. Elizabeth gave reports on the balances of the accounts. She stated at refund on roadwork was received after working on this issue for many months.

## **Old Business**

### **Esplanade Task Force**

The esplanade task force was disbanded last month. A thank you letter to the City of Pearland Mayor and City Council has been prepared and will be sent.

### **Party Fences**

The Fence Task Force completed its work. The recommendation transmittal to the BVHOA Board was prepared and signed. The task force was disbanded.

### **Clubhouse Rules and Regulations**

As above, the task force is close to completing its task.

## **New Business**

A letter from Sarita Cannon and Jo Anne Williams was read requesting Steering Committee approval for a charitable fundraiser walk to benefit the Rose Diagnostic Center. They are requesting that the walk organizers be allowed to advertise to the community and that the walk be open to nonresidents. There was discussion on how many participants might be involved. There was some concern about bringing a group of strangers to the community. There was discussion as to how and where the walk would be publicized. There was discussion as to whether the number of participants should be capped. There was discussion on who could sponsor the group. Nancy stated that Club BellaVita would sponsor the walk. There was discussion of the liability issues. After discussion a motion was made and seconded to open the walk to the public and have the number unlimited. The motion passed with 5 in favor and 3 opposed.

## **Homeowners Concerns**

There were multiple homeowner concern forms received in regard to deed restriction noncompliance. Bill stated that AMI is aware of the situation and has begun the necessary procedures to notify the resident and enforce the deed restrictions. The procedure is long and complicated, but is in process. Bill asked that there be compassion in these circumstances. There was discussion as to whether there was a sign posting deed restriction enforcement. It was stated that such notification exists.

### **Resident Comments**

A resident gave a suggestion that a box could be placed at the gate to distribute information. There was discussion as to the types and cost of notification. It was the consensus that residents must take some personal responsibility for receiving information. The website is currently the method of notification being used.

There was a concern stated that AMI schedules meetings and then does not appear. Nancy stated that the AMI meeting will no longer be scheduled on a regular basis. Ron Gerlach stated that AMI will be attending the BVHOA Board meetings and will be available for questions. It was clarified that any concerns should be communicated to AMI on an ongoing basis as they occur. The AMI e-mail address for concerns will be placed on the newsletter. There was a question as to the members of the Transition Committee. The committee membership was stated as: Cris Barrera, Ron Gerlach, Ron Lauve, Ruth Southard, Don Talley, Elizabeth Woods, and John Devereux as a consultant.

### **Closing/Adjournment**

There being no further business the meeting was adjourned.

**Next Meeting:** Working session on Clubhouse Rules and Regulations, time and date to be announced.

Respectfully submitted,  
Anita Barner

Attachments:

Clubhouse Committee report

Communications Committee report

Grounds Committee report

Finance Committee report

Letter regarding Rose Diagnostic Center fundraiser walk