

**BELLAVITA STEERING COMMITTEE**  
MEETING MINUTES for: November 18, 2008  
APPROVED: January 21, 2009

**Attendees:**

<b>BVHOA</b>	Not Present	
<b>AMI Rep</b>	Not Present	
<b>Club Manager</b>	Not present	
<b>BVSC</b>	Section 1	Dorothy Darden - Bob Stockinger
	Section 2	Bill Burdick - Margo Green
	Section 3	Roger Valdez
	Section 4	Elizabeth Woods - James Warner
	Section 5	Lyle Ganucheau

**Call to Order**

The meeting was called to order at 7:00 p.m. by Facilitator, Bill Burdick. All were welcomed. There were no first-time or new resident attendees.

**Reading of the Minutes**

The minutes of the October 15, 2008 meeting were read by the secretary. There was a discussion of the wording of the common fence reimbursement section on page 4. The minutes were approved as corrected.

**BVHOA Board Action Item Pending**

The sidewalk repair work has begun and is progressing. The Board approved a change in the opening time for the Fitness Center to 5 a.m. This was a change from the proposed 24-hour open schedule made by the Steering Committee. This adjustment was made as the same magnetic key lock operates both the Fitness Center door and the pool enclosure gates and there was a safety concern of allowing 24-hour access to the pool area.

**Committee Reports**

**AMI/HOA/Villas Master**

None of the representatives were present. Bill reported that the Villas Master group is meeting tomorrow.

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

Jim was not present. Margo Green stated she had driven the community and noted a large number of homeowners out of compliance with architectural guidelines. She stated there was a great deal of yard art that did not meet guidelines. There was discussion of the problem of on-street parking. Habitual street parkers are the problem. AMI has been asked to address this issue. Bill asked for clarification at the January meeting of who is responsible for compliance review. Elizabeth stated that there has been contact with AMI in the past on compliance issues with some improvement. Bill stated he believed independent review was necessary, especially at night. Bob suggested that Jim Moore should be contacted before any other action is taken as this is his area of responsibility.

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

James stated he will speak to West Development prior to Christmas and check on the status of the nature reserve and trail.

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

Bob stated that the Clubhouse personnel cannot recommend contractors. He suggested homeowners check with the Better Business Bureau or get recommendations from neighbors to locate reputable contractors. The fence repair is being coordinated through the Villas Master. Nancy has been in contact with AMI and was told two crews are currently working in BellaVita. Eight more workers are being added. The perimeter fence work should be completed by Thanksgiving. It was suggested that any complaints about fence work be put in writing to AMI. The Clubhouse will not be painted, only cleaned. The Clubhouse doors are to be refinished. Checks for that work have been prepared, but are being held until the completion of the work. The washer and dryer have been purchased and are to be delivered. These are full size stackable units. The purchase price was \$1231, including a \$75 rebate. The audiovisual equipment is on order. The purchase price is approximately \$35,000. This price includes replacing some components. There was discussion of the complexity of the system and the need to limit access to trained users to prevent damage. The entry gates are now working. There was discussion of possible "ramming" of the gates causing damage. Any homeowner who has a question on the approved shingle color can obtain this information from AMI. There have been

suggestions made to "spruce up" the lake walking trail. Improvements would include signage marking distance.

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

The committee has not met and there is not a report.

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

Margo reported for the Insurance Committee. A handout prepared by the chairman Tom Green was reviewed. A full copy of the very detailed review of the insurance policy is attached to these minutes. Some of the issues specifically mentioned included the fact that the deductible could go up by as much as 5% next year. There are many different carriers involved for different portions of the overall policy. It is believed this reflects the fact that coverage is getting harder to obtain. There was discussion of the various types of coverage, the possible impact of rising deductibles on the need for dedicated insurance reserves, and the possible coverage for specific damage related to Hurricane Ike. After the detailed presentation Margo stated any questions could be e-mailed to her. Margo stated that in 2007 only a summary of the policy was received. It has been made clear to the insurance agency that in the future a full copy of the policy will be required each year. There was discussion of the insurance coverage of the fences and a discussion on the ownership issue of the fences. No bill has yet been received for the fence repair and if the repair is below the deductible then the coverage issue may be moot. Bill expressed the thanks of the Steering Committee to Tom for his hard work reviewing the insurance. Bill stated he would put insurance back on the agenda for the next meeting so members would have a chance to review the report and formulate questions. Bill asked that specific questions be forwarded to Tom prior to the meeting so that answers could be obtained. Bob stated it would be helpful to have specific examples of the different types of fences. Elizabeth stated the fence repair was a decision of the HOA Board and not something that the Steering Committee was in a position to change. Margo stated that BellaVita is ahead of the other AMI properties in completion of storm repair.

Elizabeth reported on the Finance Committee which met on October 24. Expenses have been reviewed through the end of September and questions submitted to AMI. The committee is continuing to monitor and review expenses on an ongoing basis.

**Grounds (Dorothy Darden)**

Dorothy expressed her thanks to Becky Spedden for her work with the Grounds Committee. Brandon will be modifying the planting around the clubhouse to include plants that require less upkeep. There will be more perennials with the addition of seasonal flowers for color. Louisiana irises will be planted in the area at the end of the pool. The memory walk project is being pursued. Written approval from the appropriate agencies has been requested. November 16 was a work day. Trimming and tree work was done around the lake, in addition to trimming the oleanders that were damaged by the chemicals used to clean the clubhouse roof. There was discussion on a dead tree in a common area and it was stated that this was being addressed.

**Neighborhood Preservation (Roger Valdez)**

Roger reported that the streetlight repairs are about half completed and followup is continuing. The sidewalk repairs are being done. The scope of work for the door refinishing has not yet been received. Roger expressed frustration with responsiveness on the part of AMI. Elizabeth suggested Roger contact Benny Frank of the BVHOA to ask his help in expediting this issue.

**Safety/Security (Lyle Ganucheau)**

Lyle reported on the gate ramming situation. He also reported that the renovation of the entry, including the quick gates, is on hold until after the new Board is in place.

**Transition Committee Action Items**

Ron Lauve reported that the Transition Committee has developed two priority lists. Priority one items need to be completed prior to turnover. Priority two items need to be completed at or after turnover. The committee is also gathering information on this Steering Committee and the prior ones to make the transition as smooth as possible. This includes information on committees, both standing and ad hoc. Visits have been made to other communities who have completed the turnover process to determine what worked and did not work in their experience. Ron stated the new Board must understand the Bylaws and Declarations. Election guidelines have been discussed which includes cooperation between the Elections Committee, the Transition Committee, and AMI. The election process needs to be detailed including such items as the candidate forum, mailings from AMI, an

orientation session for candidates, and the use of a lock box on the clubhouse desk to ensure integrity of the results. The necessary financial information is being gathered. An inspection of buildings and streets with identification of early action items is required. A list of contractors used for work in BellaVita is being created. Mr. Reganbaum of AMI has been enlisted to help with the orientation of new Board. All pertinent information will be compiled in binders for use by the new Board. Part of priority two is the education of the new Board. This includes developing a partnership with Lennar, recognizing the relationship between BellaVita and Villas Master, and retaining AMI with definition of expectations and development of relationships. The new Board needs to be visible and responsive to the residents. Some of the steps to achieve this could be a town hall meeting after the election, a thorough familiarity with the Bylaws, and frequent open meetings. AMI and the Elections Committee will count the ballots and announce the results at a town hall meeting. Ron stated the new Board will have to work together for the best interest of all of BellaVita. He also stated that the Elections, Transition, and Steering Committees all advise and serve at the pleasure of the BVHOA. At this point the best guess for the timing of the turnover is March of 2009. The new Board will be a powerful, decision-making body.

There was a discussion on the fence repair issue and whether this needs to be defined in the Bylaws. It was stated that the new Board will need flexibility in dealing with issues. The Bylaws as reviewed by the BVHOA have been forwarded to Mr. Lersner and the attorneys for review. Small changes were made in the document after approval by the Steering Committee. Elizabeth inquired about the need for two candidate forums and the required method for tallying votes. It is a matter of interpretation whether AMI can be involved in this process. AMI will send solicitation of interest forms to residents to identify candidates.

Ron stated the Bylaws have been approved verbally by Mr. Lersner, but not yet in writing.

It is still believed there will be a 90-day formal notice of the intention to proceed with turnover. There needs to be close coordination between West Development and Lennar. It is believed West Development has

delayed the process because of a desire for simultaneous turnover of BellaVita, Villa D'Este, and Villa Verde.

The Bylaws Committee will meet tomorrow. The final recommendations on the Declarations will be transmitted to Bill for input from the Steering Committee.

### **Unfinished Business**

Donna Ferreri presented a proposed handout regarding BellaVita residents with special needs. The flyer was reviewed and approved. Donna asked Lyle to be her backup on this project.

Congratulations were extended to the organizing group for a successful "Walk for the Goat" fundraiser.

Bill stated he was disappointed with the feedback received by the Communications Committee on BellaVita standing committees. Elizabeth asked each liaison review the mission statement of their committee with a view toward Transition Committee use. She also requested contact information on committee members including phone and e-mail.

### **Closing/Adjournment**

The meeting was adjourned at 9:27 p.m.

**Next Meeting: January 21, 2009**

Respectfully submitted,

Anita Barner, Secretary

### **Attachments:**

Architectural Review Committee Meeting notes  
Clubhouse Committee Meeting Notes  
Summary of Business Insurance  
Finance Committee Meeting Notes  
Ground Committee Meeting Notes  
Disaster Task Force Meeting Notes  
Special Needs Handout