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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON JANUARY 22, 2014 AT 3:00 P.M. AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.**

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**DIRECTORS PRESENT**

Ruth Southard, President      Ron Gerlach, Vice President      Bill Burdick, Director  
Benny Frank, Director      Wayne Johnson, Secretary      Marc Wormser, Treasurer  
David Dommert, Director

**IN ATTENDANCE**

26 Homeowners were in attendance

Laura Bradley representing the Managing Agent, FirstService Residential., and Nancy Triggs, Clubhouse Manager were present.

**HOMEOWNER/GUEST FORUM**

**CALL TO ORDER**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order. The President, Ruth Southard, presided and the Managing Agent assisted in recording the minutes.

**ADOPTION OF AGENDA**

Upon a motion duly made and seconded, the agenda was accepted as corrected.

**CONSIDERATION OF MINUTES**

Upon a motion duly made and seconded, the Board Meeting minutes of November 20, 2013 were approved. Electronic votes held and approved in November and December of 2013 were as follows:

- Approve the Insurance policy for BellaVita as presented by Arthur J. Gallagher & Co. in the 2014 Insurance Summary and pay the \$27,164.89 premium in a lump sum.
- To install timers on the pool pumps at an installed cost of \$2029.69.

**PRESIDENT'S REPORT**

President Ruth Southard reported on some of the following:

- completed projects
- a brief discussion on the seminar presented by attorney Mark Markel regarding the governing documents of BellaVita at GreenTee
- Upcoming 2014 election of Board of Directors.

- Clear Creek Flood control projects affecting our nature reserve were not funded by Congress
- Possible construction of additional homes
- Resignations of Thordean Campbell from the Communications Committee and Peter Sperling from the Elections Committee
- Recommendation of Bob Stockinger and Lee Molloy respectively for the vacant committee positions and the recommendation of Pam Halloran to the Finance Committee.

### **TREASURER'S REPORT**

Marc Wormser reviewed the December 31, 2013 financial report. As of December 31, 2013, the Association had total revenue of \$1,714,109.91 total expenses of \$1,607,069.30 and an operating surplus of \$94,598.61. The Association also had a reserve fund balance of \$1,227,235.92.

The treasurer's Report was filed for audit.

### **MANAGEMENT REPORT**

Laura Bradley reviewed her written report which included the following:

- Action Item Report
- December Variance Report. The Board requested that only the Comparative Balance Sheet and Statement of Income and Expenses be included in the financial report of the Board packet in order to cut down on copy costs.
- The ARC and Delinquent Status report. These were tabled for Executive Session.

### **CLUBHOUSE REPORT**

Nancy Triggs reviewed her written report which included the following:

- Nancy Triggs presented a proposal for installing Bollard Lighting in front of the Annex by R & B Electric in an amount of \$1,387 per light. The Board delayed the decision until the March Board meeting to give the Grounds Committee the opportunity to look at coordinating the installation and layout with their plans for landscape installation in the same area.
- Upon a motion duly made and seconded, renewing the 2014 pool contract at the same rate as 2013 with Miller Pools was approved.
- Upon a motion duly made and seconded, renewing the Cypress Creek Mosquito Control Contract for the time period of April 1, 2014 through October 30, 2014 in the amount of \$69.30 per spray was approved.
- Upon a motion duly made and seconded, printing 500 copies of the CRC recommended BellaVita Neighborhood Information trifold in the amount of \$380 plus tax was approved.

## **COMMITTEE REPORTS**

Awards: Upon voting, the Board agreed to the Award Committee's recommendation to install a digital frame bulletin board in the Clubhouse across from the restrooms displaying pictures of homeowners who have volunteered for a period of 5 years or more in the amount of \$500 and purchasing refreshments in the amount of \$100.

Clubhouse: Upon a unanimous vote, the Board voted no to the Clubhouse Committee's recommendation to accept Ford AV's proposal to install an audio-video system in The Annex in an amount of \$18,727.47.

Facilities: Upon voting, the Board agreed to the Facility Committee's recommendations of the following:

- Installing a new side walk to the existing lake walk in the common area at the corner of N. Riviera Cir. and Messina Dr. by C.A.D. Restoration Services in the amount of \$10,735.
- Installing a handicap ramp on the proposed sidewalk on N. Riviera Circle adjacent to the lake sidewalk by C.A.D. Restoration Services in the amount of \$2,645. If the ramp is installed at the same time as the sidewalk, a \$480 discount will be applied to the total cost.
- Repainting house addresses on the 357 previously painted homes in the amount of \$3,570 (\$10 per home). The repainting of the addresses on the remaining homes will be included in the cost when those homes are scheduled to be painted.

Finance: Upon voting, the Board agreed to the Finance Committee's recommendations of the following:

- Changing the name Capital Budget to Reserve Budget effective 2015.
- Awarding the 2013 Audit proposal to Robert Goldstein in a contract amount of \$9,500 plus \$400 for tax preparation

Upon a motion duly made and seconded, acceptance of the 2014 Capital Budget was approved.

Gate Task Force: Upon voting, the Board agreed to the Task Force's recommendations of the following:

- Making the visitor's lane speed bump a permanent installation
- Terminate the standing Gate Task Force now that the Gate Task Force has met the directives that it received from the BellaVita At GreenTee Board of Directors.

Fence Task Force: Upon voting, the Board unanimously approved the Fence Task Force's recommendations of the following:

- Adopting the Fence Task Force recommendations of standards for construction of wood and metal fences.
- Directing the Fence Task Force to prepare a Request for Proposal (RFP) to replace all original unit fences in BellaVita in the shortest elapsed time using the new standards, and further, upon acceptance of one of those proposals, all fences will be replaced one time, after which the new fence becomes the total responsibility of the homeowner. The RFP for the party fences of Villa Verde will be a line item.
- Upon voting, the Board unanimously approved the following appointments to the Fence Task Force:  
Ron Lauve, Facilitator  
Dan Murphy  
Tony Nicolas  
Bob Paterno  
Billy Potter  
Connie Harry  
Jack Wilt  
Tom Rohwer

The Task Force will submit an article for the newsletter informing homeowners of the fence replacement project.

#### **ADDITIONAL BUSINESS**

Homeowner Betty Crockford requested the use of BellaVita's facilities for regularly hosting an informational lecture series of the Clear Lake Association of Senior Programs. The request will be given to the CRC for their recommendation to the Board.

Villa Master Update: Upon a motion duly made and seconded, the proposal was approved to authorize the Villas Master Board of Directors to act as the general contractor for the replacement of the party fences between Villa Verde and BellaVita and having Villas Master provide 50% of the funds for this replacement by initiating a special assessment to those homes that are affected by the rework. The Board will seek two separate bids for the fence replacement.

The vegetation along the Scarsdale cement fence has been cut back and the landscape installation in the Villa D' Este section 2 entrance and the large cul-de-sacs of Villa Verde has been completed.

MUD Update: No update at this time.

Homeowner Concern Forms: Several Homeowners concern forms were reviewed and assigned to the proper committees for action.

Important dates:

February 11 – Willingness to Serve Forms due

February 25 and March 1 – Meet the Candidate Forums

March 1, 2014 ROSE Award nominations due

**SCHEDULED NEXT MEETING**

The next regular meeting of the Board of Directors is scheduled for March 19, 2014 at 3:00 P.M. in the Club BellaVita Ballroom.

February 26, 2014 - Board Workshop - 3:00 p.m.

March 26, 2014 – Annual Homeowner’s Meeting – 7:00 p.m.

**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.

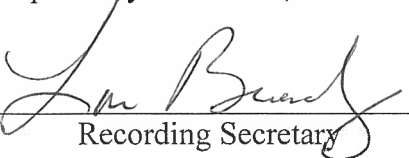
**RECONVENE OPEN SESSION**


- The Board has authorized up to 29 hours per week for Marty Ashabraner
- The Board has authorized Nancy Triggs to determine merit raises based on a total pool of 3% for staff members.
- The Board agreed to transfer BellaVita employees into FirstService employees for payroll purposes only.
- The Board accepted the Contract of RMWBH (Roberts Markel Weinberg Butler Hailey Attorneys at Law) for legal services, primarily to review and update our policies and bylaws so that they comply with recent state legislation.

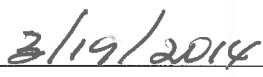
**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:00 p.m.

Respectfully Submitted,

  
Recording Secretary

  
Approved

  
Date