



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON SEPTEMBER 28, 2016 AT 3:00 P.M. AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX 77581.

DIRECTORS PRESENT

Ron Gerlach, President
David Dommert, Treasurer
Ken Wright, Director
Fritz Ring, Director

Dianne Clement, Vice President
Billy Potter, Secretary
Bill Burdick, Director

IN ATTENDANCE

16 Homeowners were in attendance.
Michelle King, Community Manager representing FirstService Residential was present.

CALL TO ORDER

Due notice of the meeting having been given and a quorum being present, the meeting was called to order. Ron Gerlach, presided and Michelle King assisted in recording minutes.

ADOPTION OF AGENDA

Upon a motion duly made and seconded, the agenda was accepted without changes.

CONSIDERATION OF MINUTES

Given the July 27, 2016 minutes were not prepared, an electronic approval would be issued when they are ready.

CONSIDERATION OF ELECTRONIC VOTES

Confirmation of electronic motions:

- 8/8/2016--- Approval of revised policy for sub-committee on contracting.
- 9/12/2016—Approval to extend maturing CD secured loan at JSC Credit Union.

PRESIDENT'S REPORT

- Identify that all officers have signature authority on bank accounts along with appropriate FSR employees.
- Approval request for 2017-21 Strategic Plan. The draft needs to reflect "Management Company" rather than "FirstService Residential" for consistency.
- Request to add Brian Himel to facilities committee. Remove Dorothy Darden from Grounds. Add Mike Robson to Nature Reserve and remove Stelling & Wheat.
- The budget process is continuing and all inputs have been provided to the Finance Committee.

OPEN COMMENTS BY BOARD MEMBERS

- There has been an increase in speeding incidents in the North Riviera Area

- A request was made for the Travel Group to be recognized as a group, not a charter as this group will not be collecting money
- ARC would like to make some procedural changes. It was noted that the Committee has not had contact with anyone at FirstService Residential since Harriet left (approximately 6 months)
- The Gate Task Force has received a good response and the Committee will be reporting on it soon
- The Contract Committee reported on the repair/replacement for the parking lot lights (one is down and needing replaced, another is cordoned off and needs to be replaced, and the others are in various stages of deterioration). Bid are due mid-October

TREASURER'S REPORT

- Assets exceed \$300k
- Need to monitor accounts payable near the end of the year to reduce opportunity for overpayment
- The financial statement needs to be simplified; look at deleting the fencing line items since that project is complete
- Doors will not be painted/restained after November

MANAGEMENT REPORT

The Board identified the following items needing to be addressed:

- A new credit card for Chase Bank and drop the Amegy credit card
- Research "Notable" credit card offer
- Towing issues, procedures, and violation letters
- Provide Accounts Receivable report, obtain attorney report (Holton & Young, Luke Toller), and seek counsel on the three big ones (should they be written off?)
- BellaVita changed electricity providers. Several electric provider invoices were not paid on time and a fine resulted. FirstService Residential does the direct payments for BellaVita on this account and therefore the error occurred at FirstService Residential and BellaVita has requested that these fees be absorbed by FirstService Residential. FirstService Residential had indicated early in the year that they would do that but credit has not been made to the financial report. FirstService Residential will investigate this oversight. (8-10 months ago; ≈ \$1000+)
- The CIRA accounting report needs to be completed for the audit review

COMMITTEE REPORTS

Facilities, Don Jensen

- FirstService Residential needs to determine the status on insurance for contractors

Grounds, Becky Spedden

- Urban Foresters is selected for trimming the big palm trees around the clubhouse (\$2857)

CLUBHOUSE MANAGER'S REPORT

No Report

ADDITIONAL BUSINESS

Mud #18 update and request, Ron Gerlach

- MUD #18 detention pond overseeding had been completed.
- Drainage repair completed
- Reduced tax rate by redoing bonds
- Need a location for the MUD 18 group to meet as the Pearland Library is closing for remodeling (12 months). Upon a motion duly made, seconded, and passed, MUD 18 will meet at the Annex until the end of the year

Villas Master update, Bill Burdick

- Towing incident involving a Green Tee home owner's vehicle being towed

Homeowner Concern Forms, Billy Potter

- Door leaning/not closing properly at the Clubhouse (repaired)
- Rusticscapes: issues with grass being blown into flowerbeds
- House painting: can it be moved up a year due to mold and mildew? (Facilities Committee will address)
- Board meeting minutes not being posted to the website
- Vehicular traffic safety in and out of the Clubhouse parking area
- Hurricane protection being left up in home year around. The procedure is to have an approval the first time only if it is translucent; it may be installed at the beginning of hurricane season and taken down within two weeks after the end of the season
- Deed violations and FirstService Residential inspections
- Foliage to hide the shed at one residence is inadequate
- Golf cart taking tours around the lake; FirstService Residential to issue letter
- Broken window caused by Rusticscapes (repaired)
- Homeowner using BellaVita names/addresses for personal gain

NEXT SCHEDULED MEETING

- The next scheduled Board meeting will be held on October 26, 2016 at 3 pm.
- November & December Board meeting dates due to holidays. Nov 16, 2016 & Dec 14, 2016.

EXECUTIVE SESSION

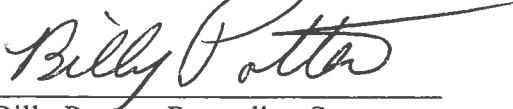
Executive session was called to consider actions involving personnel, pending litigation, contract negotiations, enforcement actions, matters involving invasion of privacy of individual owners, or matters that are to remain confidential by request of the affected parties and agreement of the Board.

RECONVENE OPEN SESSION

ADJOURNMENT

There being no further business, the meeting adjourned at 5:00 PM

Respectfully Submitted,

A handwritten signature in cursive script that reads "Billy Potter". The signature is written in black ink and has a long, sweeping horizontal line extending to the right from the end of the name.

Billy Potter - Recording Secretary

Approved

10/26/2016

Date