

BELLAVITA AT GREEN TEE
FACILITIES COMMITTEE MEETING MINUTES

August 10, 2010

The meeting was called to order at 3:00PM with the following present: Billy Potter, Dennis Akkola, James Warner, Roger Valdez, Wayne Johnson, Nancy Triggs and Carl Weber.

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I. OLD BUSINESS:

A. HOUSE PAINTING: All 68 homes scheduled for painting in 2010 have now been painted. There is a punch list with a few items still to be completed in the next week or so. The house painting project is basically complete for this year.. We will paint 49 additional homes in 2011, projecting to start in April 2011.

ACTION: Completed item for 2010.

B. FRONT DOOR VARNISHING: We are current on front door varnishing per homeowner requests. A new type of bottom door weather stripping is now being used that allows installation without removing the door from the hinges. This new weather stripping appears to be working well, perhaps even better than the previous type of weather stripping.

ACTION: Ongoing process. Follow up next month.

C. METAL FENCES: No metal fence maintenance repair requests were received since the last meeting.

ACTION: Ongoing process. Follow up next month.

D. WOOD FENCES: Dennis Akkola reported on wood fence repairs since the last meeting and discussed individual homeowner repairs required.

ACTION: Ongoing process. Follow up next month.

E. WATER WELL USES REPORT: No water use report was available for July 2010. The Pearland city water bill has not been received to date. Lake watering was temporarily suspended in July due to sufficient rainfall, but we are now watering again twice weekly. We are still in good shape regarding our allotted well water use to date.

ACTION: Ongoing process. Follow up next month.

F. POOL CAULKING; Pool caulking is still in progress. The spa and two pool planters were caulked by a second contractor. The fountain still needs to be caulked and the pool caulking done by the first contractor still needs a touch up.

ACTION: Follow up next month.

G. **BELLAVITA PROJECT DEVELOPMENT CHECKLIST:** Wayne Johnson presented the final draft of a checklist for presenting project proposals to the Board of Directors. The checklist was approved by the Facilities Committee. It was recommended that this checklist be shared with all BellaVita committee chairs for consideration and use when presenting a new project to the Board of Directors for approval.
ACTION: Copies of the checklist will be shared with all committee chairs.

II. NEW BUSINESS:

A. **DOOR VARNISHING ISSUES:** Some front door varnishing issues were recently brought to the Facilities Committee's attention and there was discussion about whether some door varnishing guidelines should be developed. It was the consensus of the Committee that most of the front door varnishing issues have now been addressed by AMI and the clubhouse staff is also following up on each homeowner request for front door varnishing to be certain doors are not serviced prior to every 24 months. Homeowners requiring front door varnishing more frequently than every 24 months should arrange for the door varnishing at their own expense or appeal their individual case to the BVHOA Board.

ACTION: Completed item.

B. **FACILITIES COMMITTEE 2011 BUDGET PROPOSAL:** The Committee discussed a draft budget proposal for the Facilities Committee for 2011. During the discussion several good suggestions were made by Committee members. Carl Weber will incorporate these suggestions into the final Committee budget proposal that will be provided to the Finance Committee prior to 9/1/10.

ACTION: Completed item.

C. **2011 DOOR VARNISHING CONTRACT:** The current front door varnishing contract expires 12/31/10. The Committee agreed to try to renew the contract with the current contractor because his quality of work has been acceptable and is reasonably priced.

ACTION: Nancy will talk with the current contractor to determine if he wants to extend/renew the contract. Roger and Carl will review the scope of work to determine if any modifications are needed. Follow up next meeting.

D. **2011 MOSQUITO SPRAYING CONTRACT:** The current mosquito spraying contract expires 12/31/10 and will need to be renewed/extended.

ACTION: Carl will contact our mosquito-spraying contractor near the end of 2010 to discuss renewing/extending the contract.

E. **2011 POOL MAINTENANCE CONTRACT:** The 2010 pool maintenance contract expires 12/31/10. The Committee recommended renewing our pool maintenance contract with our current vendor.

ACTION: Nancy will discuss renewing our pool maintenance contract with the current vendor so that we do not have a break in the service contract at the end of 2010.

F. BELLAVITA STREET LIGHTS: Roger Valdez informed the Committee that some of the BellaVita street lights are close to being partially blocked due to tree growth near them. Some of the trees are in the common areas and some are on homeowner's property. The trees in the common areas may need to be addressed by the Grounds Committee to have someone trim the trees. Tree trimming on private property will need to be investigated further.

ACTION: The question of responsibility for tree trimming will be directed to the Board for guidance.

Respectfully Submitted,

Carl R. Weber