



# Strategic Plan (2017-2021)

Revised & Updated June, 2016

Board approved September 28, 2016

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BellaVita at Green Tee HOA  
Strategic Plan  
2017-2021

Executive Summary

“Strategic planning is the cornerstone of every common interest community. Without strategic planning, the community will never know where it is going—much less know if it ever got there.” (Foundation for Community Association Research)

Each year the HOA Leadership team – Board of Directors, Committee chairs, Club Presidents, and Clubhouse Manager -- meet in a full-day workshop to review and develop long range plans for the community. The finished document serves as an action plan for the committees as well as a budget planning document. This plan is not perfect and it is not necessarily complete. It is, however, a base from which we continue to build. The plan is an outline for planned action, spending and funding. It enables the Board to function more efficiently without constantly responding to “emergencies” that often result in higher cost solutions.

The plan contains some ambitious ideas with action verbs. It is important to understand that a plan without action to support goals is merely a dream. The plan is a dynamic document that will adapt as the community and the needs of the community change. Strategic Planning is an annual activity by the Leadership Team. The Board of Directors has approved the development of the plan.

This document comprises goals – things that are desired – not necessarily scheduled for completion and not all activity items herein are funded during the current year budget cycle. These are not all board-approved projects, nor is funding available for each activity at this time. The Board will review and act on an item when the need and cost estimate mature and some items on these goals may be dropped after further analysis.

The Board wishes to thank the efforts of the Leadership Team who invested a great deal of time in the plan for the community. Members (homeowners) are encouraged to provide comments, ideas, and suggestions to board or committee members and to participate in the operations of your Association as appropriate.

The association is YOU – be involved in your future.

BellaVita at Green Tee HOA  
Leadership Team  
June 2016

Board of Directors

Ron Gerlach, President  
Dianne Clement, Vice President  
Billy Potter, Secretary  
David Dommert, Treasurer  
Bill Burdick  
Fritz Ring  
Ken Wright

Committee chairs

Mike Sanders, Clubhouse  
Jim Moore, Architectural Review  
Sandra Bornstein/Awards  
Steve Anderson, Finance\*  
Becky Spedden, Grounds  
Janet DelSardo, Community Relations  
Bob Stockinger, Communications  
Connie Harry, Elections  
Don Jensen, Facilities  
Dorothy Barrera, Facilities  
Bob Dennett, Nature Reserve\*  
Fritz Ring, Sub-committee of Board for Contracting

BV Social Clubs

Cris Barrera, President, BV Men's Club  
Kay Simpson, President, BV Belles Club\*  
Dennis Mulcahy, Commander, BV Veteran's Organization\*  
David Kittelson, That's Entertainment Club

Clubhouse Manager - Nancy Triggs

Facilitator – Ruth Southard

\* Absent from meeting but providing support

## BellaVita at Green Tee HOA

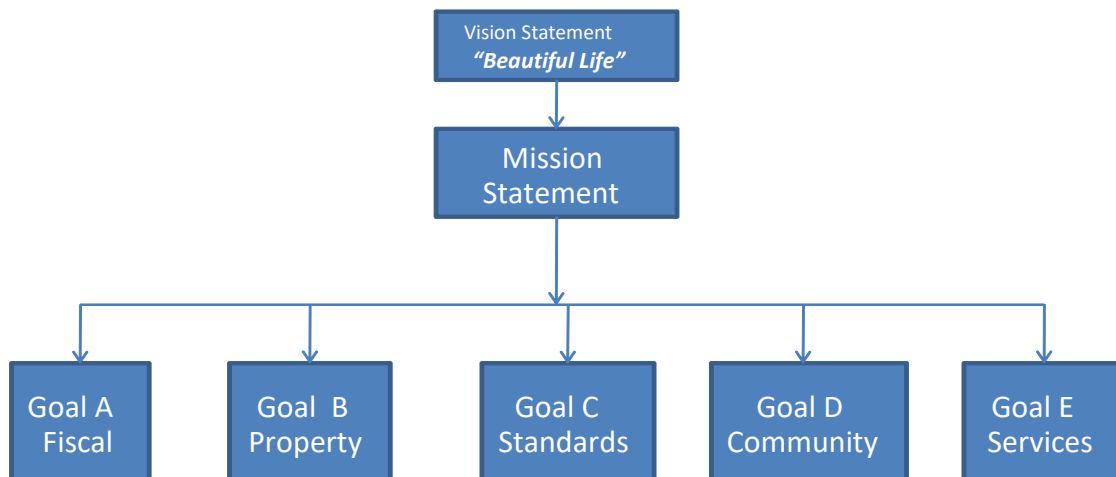
### ***Vision:***

BellaVita will continue to be the most desirable active adult community in the Houston area where residents can enjoy the “*Beautiful Life*”.

### ***Mission:***

The mission of the BellaVita Homeowners’ Association is to protect the value and desirability of properties in BellaVita by prudently and reasonably:

- Exercising fiscal responsibility in managing homeowner funds;
- Managing common facilities and properties;
- Ensuring compliance with community standards;
- Promoting a sense of community by fostering an active and friendly lifestyle environment;
- Administering residential maintenance and common services.



## Ranking of some proposed initiatives

A consensus of major new initiatives recommended by the leadership team was taken as the final activity of the 2016 session. Each team member was ask to attach a yellow paste tag to the top 3 initiatives that they deemed worthy of the highest priority. The results of that exercise whereby an initiative received at least one vote are as follows with the number of votes determining the order shown:

| <u>Goal item</u>                        | <u>Votes received</u> | <u>Page #</u> |
|---|-----------------------|---------------|
| Generator for Clubhouse,                | 19 votes              | 12            |
| Improved audio system in ballroom,      | 10 votes              | 10            |
| Improved gate camera system,            | 10 votes              | 11            |
| Swing gate upgrade for compliance,      | 8 votes               | 11            |
| Scarsdale concrete fence inside repair, | 6 votes               | 12            |
| Riviera Drive fence staining,           | 5 votes               | 12            |
| Street repair continuation,             | 5 votes               | 12            |
| Landscape improvements,                 | 4 votes               | 11            |
| Front Stage curtains,                   | 4 votes               | 8             |
| Solar panels at clubhouse/pool,         | 2 votes               | 9             |
| Front gate control improvements,        | 1 vote                | 11            |
| National Night Out event support,       | 1 vote                | 15            |

### **Goal A:** **Exercise Fiscal Responsibility**

1. Prepare balanced operating budget.
  - a. Coordinate preparation of budget.  
Who: Treasurer; Finance Committee.  
When: Annually, July – October for yearly budget and quarterly for updates.  
Cost: Nominal.
  - b. Submit items for consideration by Board.  
Who: Committee chairs, clubhouse manager, Club Presidents, Board.  
When: Annually, by mid-August.  
Cost: Nominal.
  - c. Review and select items to be included in budget.  
Who: Board.  
When: Annually, August thru October.  
Cost: Nominal.
2. Review financial reports, advise board and recommend actions related to financial issues.  
Who: Treasurer; Finance Committee, Management Company, Auditor.  
When: Monthly except yearly audit/review by outside company.  
Cost: Nominal for monthly. \$15,000 for yearly audit or \$8,000 for audit review from Board Budget.

3. Review insurance coverage, advise board and recommend revisions.  
Who: Finance Committee.  
When: Annually in November/December.  
Cost: Nominal.
4. Maintain desirability and marketability of BellaVita by keeping assessments appropriate and reasonable.  
Who: Board.  
When: Annually as part of the budget process.  
Cost: Nominal.
5. Review and Prepare proposed revisions to Reserve Study estimates during the budget cycle.
  - a. Coordinate input from all BV organizations and present revisions to the Board.  
Who: Treasurer and Finance Committee.  
When: Conduct review annually in November.  
Cost: Nominal.
  - b. Evaluate maintenance costs for the reserve study and the yearly Reserve Budget proposals.  
Who: Facilities Committee, Clubhouse Manager, Clubhouse & Grounds Committees.  
When: Annually with budget cycle.  
Cost: Nominal.
  - c. Approve the Reserve Budget & Reserve Study.  
Who: Board.  
When: Annually, at November Board meeting. Mail out to homeowners in Dec.  
Cost: Mail out to homeowners \$800.00 from Operations fund in Board ops. Budget.
6. Actively conserve resources (i.e. power, water, etc.) and develop cost reductions.
  - a. Prepare guidelines for building use including Annex by updating R&R document.
  - b. Work on concepts to improve energy efficiency.  
Who: Clubhouse & Facilities Committees, Staff, Clubhouse Manager.  
When: Ongoing.  
Cost: Nominal.
7. Encourage fund-raisers by Clubs for club related activities.
  - a. Addition of stage curtains.
  - b. Handicap lift/ramp to stage.
  - c. Outside stove.  
Who: Clubs and Board.  
When: 2017 Study.  
Cost: TBD.
8. Monitor well water to comply with well water usage restrictions of Harris County.
  - a. Develop map of sprinkler heads to assist in maintenance.
  - b. Monitor and control well operation monthly.
  - c. Work with H-G Subsidence District on allocation of water yearly.  
Who: Clubhouse Manager, Staff,  
When: Ongoing. Allotment provided on yearly basis by H-G Subsidence District for our well water. Provide assessment to H-GSD yearly in September.  
Cost: Minimal.

**Goal B:**  
**Manage Common Properties**

1. Provide computers for homeowner use and replace computer hardware/software every 5 years or as needed.  
Who: Clubhouse Committee, Club Manager.  
When: 2018 (5 year cycle).  
Cost: \$4,000 from Reserve Fund.
2. Replace electric water heaters as needed.  
Who: Clubhouse Manager.  
When: About 10 year cycle, estimate one to replace in 2018 and one in 2020.  
Cost: \$1,200 from Reserve Fund for each.
3. Establish front of stage curtain.  
Who: Clubhouse committee review need and cost with clubs support.  
When: 2017.  
Cost: \$5,000 for stage curtains from clubs participation. HOA TBD \$'s from Reserve.
4. Maintain exercise facility.  
Who: Clubhouse committee, Club Manager.  
When: Ongoing, yearly. Ten year life on machines (bought on different years).  
Cost: Ongoing maintenance contract from Operating Budget. \$3,000 for replacement machines from Reserve Fund each year.
5. Provide computers for staff and upgrade Clubhouse computer system (Hardware and software).  
Who: Clubhouse Manager, Board.  
When: 2021 (5 year cycle).  
Cost: \$5,000 from Reserve Fund.
6. Copier(s) lease and usage review.  
Who: Clubhouse manager.  
When: 2020 for replacement review. Monthly fee for usage.  
Cost: Operating funds for yearly contract on copier.
7. Replace/maintain Clubhouse furniture and fixtures (including plants and carpet).
  - a. Clean carpet 4X per year
  - b. Replace furniture as needed and Replace plants every 15 years. (New plants bought 2016).  
Who: Clubhouse Committee.  
When: 2018 (15 year cycle) for interior furniture and as required for outdoor furniture.  
Cost: \$10,000 form Reserve Fund. Carpet cleaning in operations funds \$1000 yearly.
8. Clubhouse Parking Lot.
  - a. Replace lighting and/or upgrade for efficiency.
  - b. Redo striping and power wash pavement of parking lot in 2017.
  - c. Power wash sidewalks around clubhouse & parking lot 2018.  
Who: Facilities, Clubhouse Manager  
When: Power wash and stripe 2017 and 2020 (3 year cycle).  
Pavement repair 2019 (5 year cycle).  
Cost: Parking lot general maintenance \$8,000 from Operating Budget.  
Pavement repair \$10,000 from Reserve Fund.  
Lighting \$10,000 every 20 years from Reserve Fund in 2020.



9. Investigate feasibility of Solar Lighting around Lake.  
Who: Facilities Committee.  
When: 2017 study.  
Cost: Nominal.
10. Maintain/clean gutters on Clubhouse.  
Who: Clubhouse committee, Clubhouse manager.  
When: 2019 (5 year cycle)  
Cost: \$4,000 from Reserve Fund.
11. Maintain Bell Tower & Monument sign and area landscape.  
Who: Grounds committee; Clubhouse Manager.  
When: 2020 (5 year cycle).  
Cost: \$20,000 from Reserve Funds. In 2017, \$1,000 for landscape.
12. Paint Clubhouse, Pool enclosure, Bell Tower, Entrance, Gate House, Annex, gates, and sign.  
Who: Facilities; Clubhouse Manager.  
When: 2022 (8 year cycle).  
Cost: \$18,000 from Reserve Funds.
13. Refinish Clubhouse/Annex exterior doors.
  - a. Who: Clubhouse Manager.
  - b. When: Annually.
  - c. Cost: \$2,300 from Operating funds.
14. Analyze concept for a roof over pool pump house and use of solar panels to supplement pool energy.
  - a. Who: Facilities, Clubhouse Manager, ARC.
  - b. When: 2017 for study; 2018 for construction.
  - c. Cost: Minimal for study; \$20,000 for roof and solar.
15. Maintain Clubhouse roof.
  - a. Seal roof joints and repair leaks as needed yearly.
  - b. Clean roof periodically.Who: Clubhouse manager, Facilities Committee.  
When: 2019 (5 year cycle for cleaning). Yearly for repairs.  
Cost: \$5,000 Operating funds for cleaning; \$3,500 yearly for repairs from Operating Funds.
16. Construct covered entry way at A&C entrance and fitness entrance (near the door).  
Who: Clubhouse Committee; Facilities, w/ ARC approval; Men's Club.  
When: 2018.  
Cost: TBD by Clubs.
17. Paint interior of Clubhouse.  
Who: Clubhouse Manager.  
When: 2019.  
Cost: \$20,000 from Reserve Funds.
18. Replace lake fountains (4) & river pump (1).  
Who: Facilities.  
When: 2017 thru 2019 or as needed.  
Cost: \$8000/fountain 2017 and \$21,000 over 3 yrs.; \$9,000 in 2018 for river pump.

19. Replace Spa heater.  
Who: Facilities.  
When: 2017 (2 year cycle).  
Cost: \$4,000 from Reserve Fund.
20. Replace Pool heaters (4) and filters including timers.  
Who: Facilities.  
When: 2017 or as needed, 3 to 5 year life expected.  
Cost: Heaters \$4,000 each from Reserve Fund.
21. Replace Pool pumps and Fountain pumps.  
Who: Facilities.  
When: 2017 and as needed (approximate 5 year cycle).  
Cost. \$3,000 from Reserve Funds.
22. Maintain and refurbish pool/spa deck and plaster.  
Who: Facilities.  
When: Repair each year with major upgrade each 10 years.  
Cost: Yearly \$1000.00 and each 10 years \$20,000.00 from reserves.
23. Update the Ballroom audio/visual system.
  - a. Convert to digital sound system.
  - b. Update lighting and wiring to LED system replacing failed lights.  
Who: Clubhouse, Club Manager.  
When: 2018.  
Cost: \$7500 for sound board. \$25,000 for lighting.
24. Enhance trails and NR property.
  - a. Clear drainage swales and trails.  
Who: Nature Reserve Committee and Landscape contractor.  
When: Yearly maintenance operation.  
Cost: \$1,500 per year from Operating Budget.
  - b. Build Overlook to Nature Trail with Gazebo at end of Ameno Dr.  
Who: Nature Reserve Committee and Federal or State grants.  
When: 2017 requests, 2018 building.  
Cost: \$16,500 from Reserve Fund in 2018.
  - c. Build 2 bridges to span oxbows.  
Who: Nature Reserve Committee.  
When: 2018.  
Cost: \$16,000 from Reserve Fund or possible grant.
25. Maintenance and Operations for Nature Reserve.
  - a. Develop usage rules.
  - b. Develop long term plans and cost.
  - c. Educate Homeowners about use of Nature Reserve.
  - d. Conduct guided tours once or twice per year.  
Who: Nature Reserve Committee.  
When: Yearly.  
Cost: Nominal.
26. Analyze Army Corp. of Engineers impacts to Nature Reserve by creek changes proposed.  
Who: Nature Reserve Committee.

When: Ongoing operation analysis.

Cost: \$5,000 for engineering study if impact is expected. Put as holder in 2017 and on.

27. Investigate feasibility of recreational facilities within BV Common Areas (behind pool).
  - a. Conduct interest survey.

Who: Clubhouse Committee.  
When: 2017 for survey and 2018 for changes if any.  
Cost: TBD \$'s from TBD.
  
28. Revise entry system and maintain the system.
  - a. Upgrade software system.
  - b. Upgrade swing gates for new code requirements.
  - c. Upgrade Call Box in 2017
  - d. Replace Camera system with upgraded units in 2017.
  - e. Replace swing gates in 2030 (30 year wear out cycle).
  - f. Replace barrier gate operators starting in 2017 (5 year life cycle).
  - g. Contract for quarterly maintenance on gate system.

Who: Facilities committee.  
When: 2017 thru 2019  
Cost: Reserve Fund. Call box 2017 upgrade \$15,000; Camera upgrade 2017 \$17,000. Software upgrade 2017 \$17,000. Barrier arm upgrades \$3,200 per year for 4 years starting in 2017. Swing gate code change 2017 \$31,000. Quarterly gate maintenance \$2,500 per year.
  
29. Review Capability and Project Needs to provide additional Common Area irrigation and to switch irrigation around lake to City water from well water (In case H-G sub. eliminates well allocation).
  - a. Identify installation design.

Who: Facilities Committee, Grounds Committee & Clubhouse Manager.  
When: Ongoing based upon approvals each September from H-G.  
Cost: Nominal for study. \$TBD for installation from Reserve Fund if required.
  
30. Manage, maintain, and update Common area grounds and landscaping.
  - a. Monitor and maintain Common area landscaping.
  - b. Monitor and replace as necessary plants and trees along main streets.
  - c. Maintain seasonal plantings.
  - d. Update landscape with local type plantings.
  - e. New landscape around front gate to replace aged items.

Who: Grounds Committee; Facilities, Support from Harris County Extension Agent.  
When: Ongoing  
Cost: From Operations budget as determined by Grounds Committee. Approx. \$25,000 per year starting in 2017.
  
31. Interface with MUD #18 for Detention pond maintenance and operation.

Who: Facilities Committee  
When: Ongoing yearly.  
Cost: Nominal working with MUD board.
  
32. Replace Penne Street gate with higher units and maintain and replace front gates at end of life.
  - a. New taller gates a minimum of 6.5 feet for Penne Street.
  - b. Replace at end of life of approximately 25 years.

Who: Facilities  
When: Taller Penne gates in 2017. Replacement gates in 2025 for front gates.  
Cost: Reserve funds of \$7,000.00 per gate set. One set in 2017.

33. Maintain inside of Scarsdale cement fence.
- a. Repair and repaint.
  - b. Conduct study of best repair methods and cost first quarter of 2017.  
Who: Facilities.  
When: Starting in 2017 spread over 2 years. Repeat every 10 years.  
Cost: TBD from Reserve Funds.
34. Maintain private streets and sidewalks.
- a. Repair as needed slab cracks and expansion areas.
  - b. Perform major repair as needed.
  - c. Utilize commercial street sweeper as needed.  
Who: Facilities.  
When: yearly for minor repairs. Major repair as needed, expect each 15 years.  
Cost: Yearly maintenance from Reserves at \$3,000. Major street repair from Reserve Funds by accumulation of \$20,000 per year starting in 2017 for a \$100,000 total set aside.
35. Study the feasibility of an emergency generator for powering only the clubhouse.
- a. Determine if it could be completed for the 2017 Hurricane season and impact of using, such as supplies needed and gas availability.  
Who: Clubhouse committee, ARC, and Facilities.  
When: First quarter 2017 for study, completion and implementation in 2<sup>nd</sup> quarter.  
Cost: Estimate of \$28,000. Reserve fund and club donations.
36. Investigate installation of outside stove near kitchen at back of clubhouse.
- a. Determine location and feasibility of concept.
  - b. Determine cost and funding capability.  
Who: Clubhouse, ARC, Facilities, and Clubs.  
When: 2017 for study.  
Cost: Provided by Clubs, Reserve fund support TBD.
37. Investigate staining the fences along Riviera Drive.
- Who: Facilities.  
When: 2017.  
Cost: TBD from Reserve fund.
38. Investigate addition of more handicapped parking at side of clubhouse. May require sidewalk addition.
- Who: Facilities, clubhouse, ARC.  
When: 2017 Study, Installation 2018.  
Cost: Nominal for study. TBD to install.

**Goal C:**  
**Ensure Compliance with Community Standards**

1. Clarify rules and regulations to homeowners by publishing “FYI” on a regular basis.

Who: Community Relations Committee and Communications Committee.

When: Ongoing.

Cost: Nominal.

2. Review FirstService service requests monthly and participate in MANAGEMENT COMPANY drive thru and advocate as needed for homeowners, identify Homeowner concerns about covenant compliance, and assist homeowners in any document preparation procedures necessary for HOA covenant compliance, Examples: ARC application, FirstService service requests.

Who: Community Relations Committee, ARC, Facilities, and FirstService Residential.

When: Ongoing.

Cost: Nominal.

3. Maintain common architectural standards compliance and education and revise standards documents.

Who: ARC and CRC.

When: Annually.

Cost: \$1,000 cost of mail outs and handouts per year from Operations in CRC budget.

**Goal D:**  
**Promote Sense of Community**

1. Develop & publish Quarterly newsletter and distribute to all homeowners (**BellaBuzz**).
  - a. Highlight specific committees in each issue.  
Who: Communications Committee.  
When: Ongoing.  
Cost: Self supported by advertisements with outside publisher.
2. Develop/maintain common homeowner database for use by committees and groups.
  - a. List to contain addresses and be usable for labels.
  - b. Create email address list for official use only.  
Who: Clubhouse manager and staff and Communications Committee.  
When: 2017 Select software.  
Cost: \$150.00 software cost in 2017 from Operations Budget.
3. Schedule training for BellaVita website by homeowners as needed.  
Who: Communications committee; Clubhouse staff; Homeowner trainers; Contractor trainers.  
When: Ongoing yearly.  
Cost: \$100 from Operating Budget in Communications Budget.
4. Maintain Daily web information and weekly activity newsletter.
  - a. Develop content guidelines for authorized BellaVita media.
  - b. Prepare written process for information submission to authorized BellaVita media.
  - c. Provide quarterly emphasis on committee activities/responsibilities.  
Who: Clubhouse Manager, Communications Committee; Board liaisons; Committee chairs.  
When: Monitor yearly with a 3 year cycle for Web page contract.  
Cost: \$600 from Operating Budget for Web page management in 2019.
5. Continue development for the photo homeowner directory update.  
Who: Communications Committee.  
When: 2020 (5 year cycle).  
Cost: Cost to be covered by Photo Company.
6. Establish relationship with Brazoria County MUD #18 with a representative from BellaVita. Promote agendas and propose participants each 2 years for Director Elections.  
Who: Board and Community Relations Committee.  
When: Ongoing.  
Cost: Nominal.
7. Establish relationship with local realtors.
  - a. Utilize website information for potential homeowners and realtors.
  - b. Prepare educational material for realtors.
  - c. Contact listing agents to confirm knowledge about +55 active adult community.  
Who: Community Relations Committee, Clubhouse Manager.  
When: Annually.  
Cost: Nominal.
8. Work with City Manager, Police department and Fire department on common issues and conduct National Night Out (NNO) event yearly and invite local officials.  
Who: Board and Community Relations Committee supported by clubs.  
When: Ongoing for common issues and NNO yearly in October.

Cost: NNO event cost of \$600.00 per year from Operations budget with clubs physical support.

9. Conduct all chair meetings and leadership team training for committees and develop plans for education of committee chairs.
  - a. Committee and Committee Chair responsibilities and include a board member as facilitator.  
Who: Committee chairs and Social chairs with the board.  
When: Quarterly with one meeting being the Strategic planning meeting in June each year.  
Cost: Nominal.
10. Conduct Board Strategic Planning Workshop and update strategic plan.  
Who: Board of Directors; Committee chairs; Club presidents; Clubhouse manager.  
When: Annually in June.  
Cost: \$400 from Operating Board Budget per year.
11. Purchase professional publications related to HOA's.  
Who: Board.  
When: Regularly as needed.  
Cost: \$200 annually from Board Operating Budget.
12. Conduct HOA Roundtables with other Active Adult communities and FirstService Residential  
Who: FirstService Residential set up and facilitate, Board.  
When: Host one event periodically.  
Cost: \$500 when BV is host from Operating Board Budget in 2017.
13. Implement manager staff recognition for special activity/service...  
Who: Clubhouse manager.  
When: Annually.  
Cost: Up to \$500 yearly from Operating Budget.
14. Implement staff development by seminar participation.  
Who: Board and Clubhouse manager.  
When: Annually ongoing.  
Cost: \$600 yearly from Operating Budget.
15. Conduct annual Volunteer recognition (business and social) including outstanding contribution.  
Who: Elections Committee, Awards Committee.  
When: Annually as part of Annual HOA meeting.  
Cost: \$700 from Operating Funds in Awards budget.
16. Update Awards board with milestone recipients.  
Who: Clubhouse manager and Awards Committee.  
When: Annually in March.  
Cost: \$400 Yearly from Awards Operating Budget.
17. Recognize community volunteers.
  - a. Identify group or individuals (e.g. volunteer of the month/quarter/year).
  - b. Publicly recognize selected group or individual at Board meetings.  
Who: Awards Committee.  
When: Quarterly.  
Cost: Minimal.

18. Investigate Texas legislation changes relative to POA/HOA's and keep current. Establish and maintain "working" documents that reflect changes mandated by Texas legislature, BV Bylaws updates, Rule changes.

Who: Board, FirstService support.

When: Annually.

Cost: \$200 for books or documents from Board Operating Budget.

19. Provide educational seminars for Homeowners and promote neighbor-to-neighbor and neighborhood awareness.

Who: Community Relations Committee.

When: Ongoing.

Cost: \$500 per year from CRC Operating Budget for about 4 seminars.

22. Marketing campaign. PURPOSE: Awareness of organization of HOA, number of involved people working regularly.

Who: Clubhouse Manager with Communications Committee.

When: 2017.

Cost: TBD.



**GOAL E:**  
**Administer Residential**

1. Audit and monitor grounds contract compliance for Residents landscaping.  
Who: Grounds Committee.  
When: Ongoing.  
Cost: Nominal.
2. Manage and maintain Residential grounds.
  - a. Homeowner education of plants and use of adopt a plant program.
  - b. Monitor and replace as necessary plants and trees.
  - c. Maintain original builder installed sprinkler systems.Who: Grounds Committee.  
When: Ongoing.  
Cost: From Operating Budget under grounds maintenance contract, varies yearly.
3. Manage front yard maintenance, common area grounds, and gutter cleaning under contract.  
Who: Grounds Committee.  
When: Per contract schedule. Annual contract (existing 3-year contract expires 12/31/2017).  
Cost: \$12.11 per cutting est. from Operating Budget for 2017 residential.
4. Manage a House painting contract, preferably multi-year contract.  
Who: Facilities.  
When: 77 houses in 2017; Begin 9-year cycle 2018. Negotiate new contract.  
Cost: \$106,183 in 2017. Negotiate new contract for 2018 and following \$TBD.
5. Manage Door re-finishing contract.  
Who: Facilities Committee.  
When: Annually, award contract in September for following year(s).  
Cost: \$115 per house with about 175 houses per year in 2017.
6. Cable TV service to BV.
  - a. Bulk Cable TV provided by Comcast through Villas Master contract directed to BV by developer.
  - b. Present contract expires in June 2018.
  - c. Utilize Telecommunications Task force in 2016/17 to create a long term plan for Telecommunications support to Homeowners and Clubhouse buildings.Who: BellaVita Board.  
When: Conduct meetings/negotiations (if necessary) with cable company in 2017 or other entity.  
Cost: Per Contract in 2017/2018. \$500 from Operations board funds for Task Force support.
7. Security Monitoring Service
  - a. Alarm monitoring provided by Modern Systems for intruder and fire for Homeowners under VMA HOA contract.Who: BellaVita Board.  
When: Contract renewed by VMA for 3 years, re-evaluate in 2018.  
Cost: Per contract at \$9.00 per home per month.
8. Perform mosquito spraying during summer season.  
Who: Clubhouse manager.  
When: Each year under contract to a private company renewable each year.  
Cost: \$4500 from Operations budget for yearly contract.