

**BELLA CHARCA PROPERTY OWNERS' ASSOCIATION, INC.**  
**BOARD OF DIRECTORS – JUNE 19, 2019 MEETING MINUTES**

The quarterly meeting of the Board of Directors of Bella Charca Property Owners' Association, Inc. was held in the City of Nolanville meeting room, 101 N 5<sup>th</sup> Street, Nolanville, Texas.

**Call to Order.** President Gary Freytag called the meeting to order at 10:05 a.m. and presided during board deliberations. In attendance: Gary Freytag, Jim Howe, Juli Bryan, and HOA Manager Glen Colby, with Leesa Thomason and Elizabeth Randolph. The secretary certified a quorum was present.

**Minutes.** The March 21, 2018 and March 28, 2018 meeting minutes were approved as posted on the HOA website.

**Financial Report.** Directors accepted the January through May 2019 report presented by Mr. Colby. Cash balances were \$142,901.50 in the Operating account and \$124,427.25 in the Capital Reserves account. Member account receivables total \$12,259.06, of which less than half is composed of assessments.

**Election of Officers.** Directors elected officers for the year: Gary Freytag – President, Lynn Bilberry – Vice President, Jim Howe – Secretary/Treasurer.

**Managers' Report.** Association membership stands at 331. Member/manager contacts have been varied and primarily requests for website login and Q&A's. Resident non-compliance relates primarily to yards, basketball goals and boats.

**Committee Reports.**

**Parks & Common Areas** – Mr. Freytag reported that the entrance improvement project is nearly complete with turf still being established. The historic barn has been reinforced to resist potential damage from storms. The Central Park trail is due for completion. The project, roughly estimated to cost \$25,000, will be bid and presented for board consideration.

**Website** – Mr. Howe reported that the site has been updated to make it more intuitive and easier to navigate. He noted that there have been 4,593 site visits, evidence that members are turning to the site for HOA information.

**New Business.** Directors discussed and acted on the following:

1. **Gate Security & Safety** – Entrance cameras are failing and in need of replacement. Directors agreed that the primary need is for vehicle identification. The manager will focus on hi-quality, hi-resolution cameras in a future board proposal.
2. **Gate Remotes** – Directors authorized purchase of 200 custom programmed gate remotes at a cost of \$3,500.
3. **Pedestrian Entrance Gate** – The manager presented combination locks for consideration. Cost would be \$800.00 for a quality exterior combination lock. Following discussion, directors decided against installing a lock at this time.

**Next Meeting.**

The next quarterly meeting will be at 10:00 a.m., September 19, 2019 in The City of Nolanville Meeting Room, at 101 N 5<sup>th</sup> Street, Nolanville, Texas. HOA Members will be notified per Association policy.

**Executive Session.** Directors met in executive session with Colby Management team: Glen Colby, Ms. Thomason, and Ms. Randolph. Delinquent Member Accounts and pending lawsuits were reviewed.

**Regular Session Reconvened.** Directors instructed Mr. Colby to initiate small claims court lawsuits for collection of the following delinquent member accounts: BEL041120, BEL170596, BEL120972, BEL070780, and BEL110730.

**Adjournment.** There being no further business, the meeting adjourned at 11:04 a.m.

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James I. Howe, Secretary/Treasurer

# Bella Charca POA

## Balance Sheet Report

January - May, 2019

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ASSETS	5/31/2019	12/31/2018	Delta
<b>CASH</b>			
Frost Bank - Operations Account	142,901.50	74,163.95	68,737.55
Frost Bank - Reserves Account	124,427.25	124,765.35	-338.10
TOTAL CASH	267,328.75	198,929.30	68,399.45
<b>FIXED ASSETS</b>			
Equipment & Machinery	30,603.89	30,603.89	0.00
Real Estate	176,887.50	182,887.50	-6,000.00
Improvements	307,231.90	307,231.90	0.00
TOTAL FIXED ASSETS	514,723.29	520,723.29	-6,000.00
<b>TOTAL ASSETS</b>	782,052.04	719,652.59	
<b>LIABILITIES &amp; EQUITY</b>			
<b>EQUITY</b>			
Net Income	62,399.45	0.00	62,399.45
Retained Earnings	256,337.59	256,337.59	0.00
Contributed Capital	463,315.00	463,315.00	0.00
TOTAL EQUITY	782,052.04	719,652.59	62,399.45
<b>TOTAL LIABILITY &amp; EQUITY</b>	782,052.04	719,652.59	

# Bella Charca POA

## Income/Expense Statement - Operations

May, 2019

	Current Period			Year To Date			Total
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Income</b>							
<b>Assessment Income</b>							
4017 - Assessments - 2017	0.00	0.00	0.00	261.51	0.00	261.51	0.00
4018 - Assessments - 2018	480.00	0.00	480.00	1,440.00	0.00	1,440.00	0.00
4019 - Assessments - 2019	4,904.80	3,000.00	1,904.80	105,684.80	124,320.00	-18,635.20	128,000.00
4020 - Assessments - 2020	0.00	0.00	0.00	118.70	0.00	118.70	28,000.00
<b>Assessment Income Total:</b>	<b>5,384.80</b>	<b>3,000.00</b>	<b>2,384.80</b>	<b>107,505.01</b>	<b>124,320.00</b>	<b>-16,814.99</b>	<b>156,000.00</b>
<b>Other Income</b>							
4300 - CenturyTel	0.00	150.00	-150.00	100.00	750.00	-650.00	1,800.00
4250 - Closing Fees	3,000.00	1,000.00	2,000.00	5,000.00	4,000.00	1,000.00	9,000.00
4310 - Gate Openers	495.00	135.00	360.00	585.00	765.00	-180.00	1,890.00
4600 - Collection Fees	544.40	0.00	544.40	1,662.20	0.00	1,662.20	0.00
4610 - Receivable Interest	41.04	0.00	41.04	304.14	0.00	304.14	0.00
4620 - Legal Cost Recovery	10.00	0.00	10.00	395.00	0.00	395.00	0.00
4666 - Violation Fines	50.00	0.00	50.00	500.00	0.00	500.00	0.00
4800 - Interest Income	0.00	0.00	0.00	17.40	0.00	17.40	0.00
4810 - Sale of Assets	0.00	0.00	0.00	6,000.00	0.00	6,000.00	0.00
<b>Other Income Total:</b>	<b>4,140.44</b>	<b>1,285.00</b>	<b>2,855.44</b>	<b>14,563.74</b>	<b>5,515.00</b>	<b>9,048.74</b>	<b>12,690.00</b>
<b>Income Total:</b>	<b>9,525.24</b>	<b>4,285.00</b>	<b>5,240.24</b>	<b>122,068.75</b>	<b>129,835.00</b>	<b>-7,766.25</b>	<b>168,690.00</b>
<b>Expense</b>							
<b>Taxes &amp; Insurance</b>							
5050 - Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00	400.00
5051 - Income Tax	0.00	0.00	0.00	0.00	500.00	-500.00	500.00
5053 - Insurance - Liability	0.00	0.00	0.00	0.00	500.00	-500.00	12,000.00
<b>Taxes &amp; Insurance Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>-1,000.00</b>	<b>12,900.00</b>
<b>Utilities</b>							
5402 - Water	213.81	635.00	-421.19	1,069.05	2,880.00	-1,810.95	6,920.00
5404 - Electricity	331.01	400.00	-68.99	1,988.71	2,000.00	-11.29	4,800.00
<b>Utilities Total:</b>	<b>544.82</b>	<b>1,035.00</b>	<b>-490.18</b>	<b>3,057.76</b>	<b>4,880.00</b>	<b>-1,822.24</b>	<b>11,720.00</b>
<b>Landscape Maintenance</b>							
5033 - Landscaping	4,221.75	4,700.00	-478.25	24,280.25	23,500.00	780.25	56,400.00
5104 - Maintenance - general	6,454.37	1,300.00	5,154.37	11,357.62	6,500.00	4,857.62	15,600.00
5105 - Fuel	0.00	120.00	-120.00	388.63	600.00	-211.37	1,440.00
<b>Landscape Maintenance Total:</b>	<b>10,676.12</b>	<b>6,120.00</b>	<b>4,556.12</b>	<b>36,026.50</b>	<b>30,600.00</b>	<b>5,426.50</b>	<b>73,440.00</b>
<b>Gate Maintenance</b>							
5501 - Gate Maintenance	0.00	0.00	0.00	125.00	1,400.00	-1,275.00	3,800.00

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# Bella Charca POA

## Income/Expense Statement - Operations

May, 2019

	Current Period			Year To Date			Total Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
5603 - Telephone Services	386.64	150.00	236.64	1,150.48	750.00	400.48	1,800.00
5606 - Gate Openers	0.00	800.00	-800.00	0.00	800.00	-800.00	800.00
<b>Gate Maintenance Total:</b>	<b>386.64</b>	<b>950.00</b>	<b>-563.36</b>	<b>1,275.48</b>	<b>2,950.00</b>	<b>-1,674.52</b>	<b>6,400.00</b>
<b>Administration</b>							
5000 - Management Fee	1,070.00	1,130.00	-60.00	5,350.00	5,410.00	-60.00	13,320.00
5601 - Supplies	0.00	0.00	0.00	28.13	0.00	28.13	0.00
5605 - Postage	56.89	18.00	38.89	703.34	219.00	484.34	530.00
5607 - Postage - Certified	65.32	30.00	35.32	65.32	150.00	-84.68	360.00
<b>Administration Total:</b>	<b>1,192.21</b>	<b>1,178.00</b>	<b>14.21</b>	<b>6,146.79</b>	<b>5,779.00</b>	<b>367.79</b>	<b>14,210.00</b>
<b>Professional Services</b>							
5063 - Legal Fees - Collections	0.00	0.00	0.00	0.00	600.00	-600.00	1,400.00
7235 - Bank NSF Fees	20.00	0.00	20.00	84.00	0.00	84.00	0.00
7236 - CC Fees	38.61	0.00	38.61	173.99	0.00	173.99	0.00
<b>Professional Services Total:</b>	<b>58.61</b>	<b>0.00</b>	<b>58.61</b>	<b>257.99</b>	<b>600.00</b>	<b>-342.01</b>	<b>1,400.00</b>
<b>Community Expense</b>							
6005 - Meeting Expense	0.00	0.00	0.00	141.68	350.00	-208.32	350.00
<b>Community Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>141.68</b>	<b>350.00</b>	<b>-208.32</b>	<b>350.00</b>
<b>Pass Through Expenses</b>							
5997 - Collection Fees	110.00	0.00	110.00	990.00	0.00	990.00	0.00
5999 - Transfer Fees	1,980.00	600.00	1,380.00	3,435.00	2,400.00	1,035.00	5,400.00
<b>Pass Through Expenses Total:</b>	<b>2,128.61</b>	<b>600.00</b>	<b>1,528.61</b>	<b>4,598.99</b>	<b>2,400.00</b>	<b>2,198.99</b>	<b>5,400.00</b>
<b>Reserves</b>							
9000 - Contributions To Reserves	400.00	400.00	0.00	2,000.00	2,000.00	0.00	42,870.00
<b>Reserves Total:</b>	<b>400.00</b>	<b>400.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>42,870.00</b>
<b>Expense Total:</b>	<b>15,348.40</b>	<b>10,283.00</b>	<b>5,065.40</b>	<b>53,331.20</b>	<b>50,559.00</b>	<b>2,772.20</b>	<b>168,690.00</b>
<b>Net Income / Loss:</b>	<b>-5,823.16</b>	<b>-5,998.00</b>	<b>174.84</b>	<b>68,737.55</b>	<b>79,276.00</b>	<b>-10,538.45</b>	<b>0.00</b>