

**MINUTES OF THE JULY 10, 2013**  
**BOARD OF DIRECTORS MEETING**  
**BELLA CHARCA PROPERTY OWNER'S ASSOCIATION, INC.**

A scheduled meeting of the Bella Charca Board of Directors was convened at 10:30 A.M. in the conference room of the Association Manager at 2400 South 57<sup>th</sup> Street, Temple, Texas.

**Call to Order.** – President Gary Freytag, called the meeting to order and presided during board deliberations. Attending directors were Gary Freytag, Suzanne Kiella, Jim Howe, and Jessica Beeman, representing a quorum. Director Paul Habhab, attended via telecomm and participated in the deliberations. POA Manager Bill Jones and Pamela Duck (Accent Real Estate Services) also attended.

**Minutes.** – The February 05, 2013 meeting minutes were approved unanimously.

**Financial Report.** – The **Financial Statement** for the period January 1, 2013 through June 30, 2013 was presented by the manager and accepted by the Board. Treasurer Kiella pointed out an inconsistency between the Balance Sheet accounts receivable balance and the accounts receivable aging report. Duck will research the matter and report her findings to the directors. The board was pleased to learn that expenditures for the first half of 2013 were slightly less than budgeted. **Delinquent dues** were reviewed and the manager reported two long-term delinquencies had been resolved and that increased collection efforts continue to reduce the number of members past due. Liens have been filed on members with delinquent accounts according to Association Policy. The Manager reported that the **2012 Federal income tax return** was filed timely and will confirm that IRS 1099 Forms were also filed. The Board authorized transfer of an additional \$2,500.00 into the **Capital Reserve Bank Account**.

**Managers' Report.**

**Association Membership** – Currently stands at 159.

**Manager Contacts** – Members contacts with the manager has dropped this year by more than 75%. Good news for it reduces the Manager's workload and will positively affect future manager fees.

**New Requirement** – The recently concluded regular session of the Texas Legislature resulted in an additional requirement that HOA's annually file an 'Agent-of-Record' form 802 instead of a perpetual filing. Filing cost is \$5.00.

**Entrance Gate & CCTV** – The current issue is with the entry key-pad or the modem. There may also be a need for lighting inside the inbound gate to illuminate paused vehicles and avoid following vehicles from prematurely entering the gate area. Speeding through the gate and on Wilderness Trail is a problem that endangers the gate facility. Speed bumps/humps may be a solution. The board requested that the gate and related issues be given a complete review and a plan developed to update and modernize the entire gate facility. Non-functional Entrance CCTV cameras have not been replaced as there seems to be no qualified local firm to make the installation. The Manager and President are preparing a proposal to purchase and install the cameras themselves with priority on

license plate cameras to determine identity of those involved in gate strikes.

Pond – Phase I was performed in 2011 at a cost of \$8,000.00. Phase II pond wall repairs were planned for 2012 but high water levels delayed the project. The board authorized up to \$8,000.00 for Phase II, to be funded from the Capital Reserve Fund, to be performed when the water level is low enough to perform the work.

### **Committee Reports.**

Website – The HOA website continues to provide HOA members with news, announcements, important information, forms, and governing documents access. Howe noted that the HOA website technology is outdated, subject to crashes, and will likely need replacement in the near future.

Newsletter – The fall letter is planned for publication in October.

Garage Sales – A Fall Garage Sale is being considered. Beeman will contact past chair Peter Kehoe and several committee members to determine if there is adequate committee and participant interest. If held, it will be in October. Parade of Flags – The Independence Day Parade of Flags was again very successful. Habhab reported additional flag sales to members.

Christmas Events – It was noted that Toni Scharff was appointed to again chair the entrance and mail center, however a chair for a home and yard decorations contest is still unfilled. Board members agreed that if no one volunteers, there will be no organized contest again this year.

### **New Business.**

Entrance and Park Trees – More trees have died or are in decline as they continue to suffer since last year's drought. It was noted that the species is not hardy enough for the area. The board will receive a replacement proposal, to include a mix of Oak, Pampas Grass, and Crepe Myrtle, at the November meeting. Pocket Park – A plan for future development of the HOA Harvest Drive pocket park is needed and Freytag agreed to prepare a plan that can be implemented in phases.

Fireworks - There were numerous instances setting off fireworks inside Bella Charca over the Independence Day holiday. With the number of vacant lots and surrounding fields, fireworks pose a significant fire hazard. The Board directed the Manager to communicate to the membership that fireworks are prohibited by City of Nolanville and represents significant fire hazard. All instances should be reported to the police department. Also, reminders should be calendared to send warning notices to members prior to future Independence and New Years holidays.

Wilderness Basin Dr. – The manager was requested to send a letter to City Manager Stephen Pearl, in behalf of the HOA board of directors, requesting the City to 1) make repairs to the street just inside the entrance on the inbound gate side, 2) install traffic-calming devices before the gate in each direction, such as speed bumps or humps, and 3) designate and enforce a 10-mile-per-hour speed limit throughout the gate zone.

The broken asphalt paving will continue to deteriorate and postponement of repairs will likely result in higher repair cost and greater inconvenience to the community. Replacement with concrete, at this high traffic location will provide a longer-term solution.

Email Communications - Board members agreed on the importance of having members email addresses to facilitate rapid and economical communication with members. A list of members who have not provided the HOA with an email address, will be compiled by the Manager, along with a plan to secure them.

**Annual Membership Meeting.** The annual Association membership meeting is set for 6:30 P.M., February 12, 2013 at the Simms Community Center in Nolanville, Texas.

**Board of Directors Meeting.** The next meeting of the board is set for 10:30 A.M., November 20, 2013 at a location to be determined.

There being no further business the meeting adjourned at 12:00 P.M.

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James I. Howe, Secretary