

MINUTES OF THE DECEMBER 16, 2015
BOARD OF DIRECTORS MEETING
BELLA CHARCA PROPERTY OWNER'S ASSOCIATION, INC.

A scheduled meeting of the Bella Charca Board of Directors was convened at 10:00 A.M. at the J.W. Sims Community Center, 408 N 10th Street, Nolanville, Texas.

Call to Order. – President Gary Freytag called the meeting to order and presided during board deliberations. In attendance were Directors: Gary Freytag, Juli Bryan, Jessica Beeman, Paul Habhab, and Jim Howe, HOA Manager Glen Colby, and HOA members Teresa Chockran and Jemott Dennard.

Minutes. – The September 9, 2015 meeting minutes were approved unanimously.

Transition Report. Howe and Colby presented a final report on the transition of Association management to Colby Property Management. Both agreed that, while it involved a massive amount of work for Colby, the actual process went better than first expected.

Financial Report. – Colby presented the January 1, 2015 through November 30, 2015 “Cash Basis” Financial Report. With net income to date of \$20,486.31, the operating account balance is \$77,505.35. The ‘Trend Statement Report’ projects a year-end surplus of \$25,082.00. The surplus, currently \$19,059.01, will be transferred to the Capital Reserve Account at year-end. It was noted that member account delinquencies are trending down. It was noted that the value of Central Park land needs to be added to the balance sheet. The Manager was authorized to prepare and file required Association tax returns. This service, included in the base management fee, will save the Association \$300 per year.

Managers’ Report.

Association Membership – Colby reported that current membership stands at 219. Annual Dues Statements were mailed earlier this month. Included was a Notice of Director Election to be held during the annual member meeting in February. Member Contacts – Colby reported that member contacts with the manager are trending down and are mostly routine in nature. The majority are entrance gate related, dealing with closure hours, openers, and codes. A complaint about surface water drainage across Redleaf and Meadow Oaks Drives referred to the City of Nolanville. A number of contacts dealt with establishing member autopay accounts. Policy and Covenants compliance is monitored during twice monthly Manager drive-through inspections. Other non-compliant matters include improperly positioned satellite dishes and parking. Members are encouraged to report violations with specific information to the Manager.

Committee Reports.

Covenant Non-compliance – ARC chair Freytag reported that builder covenant compliance has improved substantially but legal action is ongoing against one builder.

Entrance Gate & Webcams – Colby reported that gate cameras are functioning.

Parks – Freytag reported that repairs to the Wilderness Basin pond wall and walks came in under budget. The Central Park school bus stop, mail center shelter, and park sign are scheduled to be erected within the next 30-days.

Grounds – Freytag reported that new equipment, authorized in September, is now onsite and improving groundskeeper productivity. Old equipment was retained for backup.

Flag Parades – Groundskeeper, Franklin Brodnax and hired hands, posted Veterans Day flags.

Website & Newsletter – A ‘News & Events’ strip was recently added to the HOA website. Access is from a ‘News & Events’ link on the ‘HOA Members’ page. As news items are added, members will receive an automatic email notice.

Christmas Projects – Hired hands assisted Franklin and John Blankenship with installation of entrance lighting and holiday features. The lawn lighting contest was discontinued because of low participation last year.

New Business.

2016 Operating Budget – Colby presented a 2016 operating budget projecting a \$42,870.00 surplus, noting that the year-end surplus would be transferred to the Capital Reserve Account.

Capital Improvements Plan – Howe stressed the need to budget capital funds for major repairs to Association properties. He then presented a list of capital improvements projects for consideration, suggesting the need for a five-year capital improvements plan. Potential projects include a Central Park playground, covered pavilion, hike and jogging trails, and future school bus stops. Student census information is being secured to determine facilities best suited for Bella Charca.

Trash Can Prank – Habhab reported incidents whereby someone placed unauthorized violation notices on trash cans, in the name of the HOA. One member’s trash service was terminated without their approval. Future incidents will be reported to Nolanville Police Department.

Social Media – Following discussion, Directors requested the Manager to research options for establishing a social media group for Bella Charca residents, with the objective of providing a forum for exchange of community information, posting of interest items, and announcements.

Entrance Gate Rules – Directors unanimously adopted an ‘Entrance Gate Rules’ resolution (attached), which sets forth rules of conduct for members when transiting the entrance gate. The resolution and establishment of gate rules was in response to numerous member complaints. The Manager suggested the design and rollout of a Bella Charca car window decal, so people can identify fellow neighbors if they are outside the gate having dead remote issues.

Christmas Items – Directors approved a \$250 bonus for groundskeeper Franklin Brodnax and \$50 matching funds with developer Casa Frente Development, Inc. for Gift Baskets project.

Annual Member Meeting.

The annual member meeting of the Association will be February 9, 2016 at 6:30 p.m. The meeting location will be announced in January.

Board of Directors Meeting. The March quarterly meeting was set for March 16, 2016. Time and location will be coordinated with directors in advance. Member notice will be made, according to HOA policy.

Executive Session. During executive session Directors considered seriously delinquent members accounts and a pending lawsuit against a builder for covenant violations.

Open Session. Directors unanimously instructed the Manager to initiate suit, in small claims court, against any of the following accounts: BEL130660, BEL041120, BEL091020, BEL110560, BEL120760, BEL120971, and BEL140641), that are delinquent after January 1, 2016. Directors also agreed to make a final settlement offer to the lawsuit defendant, in the amount discussed in closed session, prior to court proceedings.

Adjournment. There being no further business, the meeting adjourned at 12:20 p.m.

James I. Howe, Secretary/Treasurer