

**BELLASERA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Bellasera Community Clubhouse
7350 E. Ponte Bella Drive, Scottsdale Arizona, 85266**

November 21, 2013 – 2:00 PM

MINUTES

Members Present

- Richard Hoffman, President; Gregg Dittoe, Vice President; Craig Johnson, Director; Dennis Corbett, Secretary.

Members Absent:

- Joe Pruess, Treasurer

Others Present

- Viola Lanam, Community Manager, and Sharon Foxworth, Office Administrator
- Two homeowner were present

Call to Order

- Richard Hoffman, President, called the meeting to order at 2:02 p.m. A quorum was present.
Richard asked the audience if they had any questions but there were none.

Approval of Minutes

- Dennis Corbett moved to approve the minutes from the October 17, 2013, regular meeting. **Minutes were unanimously approved.**

Treasurer:

- None

Budget and Finance:

- Marilyn Lillienfeld stated that the Budget and Finance Committee will meet with the Building and Grounds Committee to get their analysis on the various components of the reserve study. A physical inventory will be taken of each reserve item. They will also determine what items will need to be replaced during the 2014-2015 fiscal year.
- Chase will have a representative meet with the committees next month regarding the reserve funds.

Modifications Committee:

- Dennis Corbett stated the committee reviewed and processed several applications at the last meeting.

Building and Grounds Report

- The sidewalk and curb repair is completed.
- It was determined that a category for sidewalks should be in the Budget.

Communications:

- Craig Johnson stated that a meeting will be held on November 25, 2013, regarding the getting a release for volunteers to be on the road for the Adopt A Road program.
- They discussed posting the Board Meeting agenda 48 hours before the meeting and sending an Eblast to the community.
- Keith will send a reminder to the community to report any suspicious activity and to keep their houses secure.

Security Committee:

- The back gate was hit by a Big Brothers/Big Sisters truck. No permanent damage was done to the gate but the company was requested to use the Scottsdale Road entrance in the future.

Community Manager:

- See the attached report.

President:

None

Old Business

- Verizon is proposing to offer Bellasera \$1,500 per month or \$18,000 per year to install a cell tower on Bellasera property.
- The December newsletter will include the Verizon proposal.
- A public meeting will be held in January to communicate the information to the community.
- Gregg Dittoe moved to accept the Verizon Project Proposal for \$1,500.00 a month as discussed and presented. **Motion passed.**
- Two bids were received for a leg press and a cable motion dual pulley for the fitness center.
- Dennis Corbett moved to purchase both pieces of equipment out of the Reserves. **Motion passed.**

New Business

- A hiking trail was proposed so that Bellasera hikers will not be trespassing on others property when hiking to Lone Mountain.
- An estimate was received from The Trail Building Company for 3,000 ft. of trail at \$2.00 a ft. The total would be \$6,000. The trail would be accessible beginning at the end of Balao Dr. The 3,000 feet of trail will be completely out of natural terrain material.
- The CC&Rs allow the use of money to develop a trail not on Bellasera property.
- The Board will meet with the Wallace Garden Land Trust (property at the end of the cul-de-sac at Balao Dr.) next week.
- Richard Hoffman moved to approve moving forward with constructing the trail at Balao Dr. to Lone Mountain subject to obtaining bids. **Motion passed.**
- **Stucco Fence Painting:** The Board discussed a proposed policy change to override the current policy of getting bids from three vendors for a proposed project.

- The minutes are noted to reflect the reason the Board varied from current policy. The reason is due to DR Paint's quality of work, dependability and a six year warranty on work and products. The policy revision will be reviewed at next month's Board meeting.
- Under the Bellasera CC&Rs, the maintenance and repair of the iron view fences which separate an individual owner's lot from the Association Common Areas (NAOS) are the responsibility of the Association and not the owner.
- Dennis Corbett moved to go forward with hiring DR Paint for the first phase of stucco fence painting. **Motion passed.**
- Section 54 of the Bellasera CC&Rs grants the Association the right and easement to access the backyard of an owner's lot for the purpose of performing such repair, maintenance and repainting. On the other hand, the portions of the iron fences between lots which do not face the Common Area (NAOS) are the sole responsibility of the owner's of the adjoining lots and the cost of their maintenance, repair and repainting is shared equally between the lot owners.
- Bellasera's lawyer will draft a letter to explain the options to the homeowner should they choose to opt-out of the view fence painting. The painting is planned for early March 2014.
- **A free CPR and AED** class will be held at the Bellasera Community Center on December 11, 2013, at 6:30 pm. Sign up sheet will be in the lobby.

Adjournment

- There being no further business, the meeting was adjourned at 3:53 p.m. The next regular Board meeting will be held on December 17, 2013, at 2:00 pm.

Respectfully submitted,


 Sharon Foxworth
 Recording Secretary

Attachments:
 Community Manager's Report

MANAGEMENT REPORT

Bellasera Homeowners Association

Submitted by: Viola Lanam, Community Manager

11/20/2013

BOD Meeting Date: November 21, 2013

FINANCIAL:

- Reviewed and coded invoices for AP processing
- Prepared MTD and YTD variance reports. The MTD variance report has been corrected; Total Maintenance & Labor, Total Contract Services and Total Operating expenses stating the amount that was OVER budget not UNDER budget as I had indicated.

VIOLATIONS:

- Inspections of community completed at intervals. Sharon has prepared a spreadsheet that we will be using for our inspections for each of the 360 homes in the community (sample attached). We will be starting the inspection of the major items on Tuesday, November 26th.

LANDSCAPE ITEMS/ISSUES:

- Anthony Marmino's landscape report is attached along with a map of the 5' Perimeter wall cleanup. This map also shows the dates for the balance of the cleanup. Anthony is preparing a schedule for the 2014 clean-up.
- Over-seeding has been completed at the greenbelt and the dog park.
- Anthony has requested a meeting regarding the culverts and it has been scheduled for Tuesday, November 26th.

MANAGER ACTION ITEMS:

- I was unable to attend the Building and Grounds and Budget and Finance Committee meetings in November.
- The street study survey as provided by Frank Civil Engineering was received; however, at that time the report for the cost of repairs and replacement of streets was not included. This report has now been received and copies have been made. Copies were given to Marilyn for distribution to the Budget and Finance Committee.
- A draft of the 2012-2013 YE review by Butler Hansen was to have been received at the end of October or first of part of November.
- ADT repaired the broken lock/sensor at the northeast entry of the clubhouse.
- Sidewalk panel and curb replacement has been completed.
- Sprit Lighting installed the Christmas lighting November 13th.
- Painting of the interior of the gate house has been completed and the replacement blinds have been installed.
- We reported last month that the gutters around the clubhouse had been resealed. Sharon noted that they were leaking with the last rain received and ACR, Associated Contracting Resources, was called out to remedy the issue.
- Stanly Steemer was contacted to give an estimate to clean and seal the steam rooms. They stated they are unable to clean them as it will do more damage and the cost to repair will be as much as if the tile is replaced.

- Shasta has repaired the rope anchor November 20th. For this to be accomplished, the pool had to be drained. A plumber was contacted to locate the sewer drain, The City of Scottsdale installed a water meter on the hydrant and Rain for Rent installed a back flow unit on the hydrant. Arizona Pool Wizard will acid wash the pool prior to refilling and condition the water.
- Sharon and I both continue to field phone calls and e-mails from homeowners.

UPCOMING:

- Stucco wall repair and painting.
- Erosion repairs on the walking trail