

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

September 10, 2014 – 1:00 PM

MINUTES

Call to Order

- Richard Hoffman, President, called the meeting to order at 2:00 p.m. A quorum was present. Richard asked the audience if they had any questions.

Questions from the Floor

- A homeowner questioned the revised bill for the rabbit fence removal. David Reid explained the reason behind the changes.

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Members Present

- Richard Hoffman, President; Gregg Dittoe, Vice President; Dennis Corbett, Secretary; David Reid, Treasurer

Absent: Craig Johnson, Director

Others Present

- Viola Lanam, Community Manager, and Sharon Foxworth, Office Administrator
- One homeowner was present

Approval of Minutes

- David Reid moved to approve the minutes from the June 26 , 2014, as submitted.
Minutes were unanimously approved.

Treasurer and Budget & Finance:

- David Reid reviewed financials and the Budget and Finance report.

Modifications Committee:

- Several applications were received and approved. Richard thanked Dennis for his service as a board member and chairman of the modification committee as this was his last meeting.

Building and Grounds

- Gregg Dittoe discussed:
 - Steam room tile is complete
 - Tree trimming is being done
 - The office phone system issues were resolved
 - The hiking trail details are still being worked on. Now it appears the trail will not be complete until the spring.
 - Richard is to meet with Spirit Lighting to discuss the installation of the Christmas lights this year.

- Viola is to get proposals and ideas for the extension of the median at the back gate.
- A letter is to be generated for the guard to distribute to all landscapers stating they are not to discard cuttings and debris on common area property.
- There will be a meeting with Building & Grounds, Budget & Finance and the civil engineer of the road study in October.
- Violation letters will be sent to homeowners that have house numbers that are faded and cannot be read. The CC&Rs cannot be enforced if the numbers are unreadable.
- Pavers were discussed for the dog park that owners of deceased dogs may purchase a paver with the dog's name inscribed on it. Viola is to find out the cost.

Communications:

- None

Security Committee:

- None

Community Manager:

- See the attached report.
- A discussion to update the Facility Reservation Form to include the pool area. Richard moved to increase the pool rental fee to \$75 and to increase the rental fee to \$150 and the refundable deposit to \$150. Also, no more than 20 guests at the pool. **Motion Passed.**
- Three pool chair cushions were damaged and Viola is having them replaced.

President:

Richard Hoffman stated that Fred Smith entered Bellasera to go to his 12 acre parcel. There may be more activity from him in the future. We are going to monitor QuickPass for activity.

Old Business

- **Lone Mountain Trail Update:**
 - The hiking trail details are still being worked on. Now it appears the trail will not be complete until the spring.
- **SECSA Licensing Agreement:**
 - We do have to obtain the license. The cost is \$437 a year plus 5% increase per year.
- **Re-configure Doors to Pool Area:**
 - Viola is to have Azteca Glass, Inc. re-configure the doors in October.
- **Road Study:**
 - There will be a meeting with Building & Grounds, Budget & Finance and the civil engineer of the road study in October for further discussion.

New Business:

- **Landscape Vendors Dumping Debris in NAOS**
 - Notice will be distributed to landscapers advising them of the no dumping rule.
- **Holiday Lighting Contract:**
 - Richard Hoffman is to meet with Spirit Lighting next week to discuss changes.
- **Facilities Policy:**
 - Policy was revised. See motion above.
- **Assessment Collection Policy:**
 - The new policy gives the Board more flexibility.
- **Management Contract:**
 - David Reid moved to accept the AAM Management Contract. **Motion Passed.**

Adjournment

- There being no further business, the meeting was adjourned at 2:45 p.m. The next regular Board meeting will be held on October 23, 2014, at 1:00 pm.

Respectfully submitted,



Sharon Foxworth
Recording Secretary

Attachments:
Community Manager's Report

MANAGEMENT REPORT

Bellaser Homeowners Association

Submitted by: Viola Lanam, Community Manager

09/08/2014

BOD Meeting Date: September 10, 2014

FINANCIAL:

- Reviewed and coded invoices for AP processing
- Prepared MTD and YTD variance reports.

VIOLATIONS:

- Inspections of community completed at intervals.

LANDSCAPE ITEMS/ISSUES:

- Storm damage clean up completed or being completed by Four Peaks.
- Erosion caused at Lot E-10 by the storm.
- Over-seeding scheduled for first part of October.
- Annual flowers will be replaced first part of October.

MANAGER ACTION ITEMS:

- Attended the Budget and Finance Meeting on August 27th.
- Prepared a committee package for the Building and Grounds Meeting September 9th.
- The remodel of the steam rooms has been completed.
- The Steam room boiler has been repaired to the county's specifications.
- The water fountain for the pool area has been installed.
- The elliptical machine and the monitor for the leg press have been installed.
- Richard Hoffman purchased three televisions for the fitness area and they have been installed.
- Letters were mailed to the homeowners regarding the revised figures for removing and re-installing rabbit fencing. Information also forwarded to AAM's accounts receivable department to correct the homeowner ledgers.
- Contacted Cox Communication at the suggestion of Jonathan Olcott regarding the issue of requiring a SECSA Licensing Agreement. The attorney contacted Cox Communication to find out whether a business subscription would solve the problem. As it won't solve the issue, a licensing agreement was signed with SECSA.
- Prepared Assessment Collection Policy. This collection policy is what AAM is recommending which gives the Boards the ability to determine if for instance a board wanted to use Small Claims Court for collection or if they want AAM to make arrangements with delinquent homeowners to bring the account current without having to sign a new collection policy each time.
- Changes to the Management contract are as follows:
 - Term has changed to agree with Bellasera's fiscal year
 - Section 2. Agent's Obligations:
 - Added paragraph 2.17 Liability
 - Added paragraph 2.18 Indemnification
 - Section 3. Association's Obligations
 - Added paragraph 3.7 Association Funding
 - Added paragraph 3.13 Ownership Rights
 - Section 4. Compensation to Agent
 - Removed paragraph 4.4 Purchase of Tools and Supplies

Removed paragraph 4.6 Funding of Association Expenses

Removed paragraph 4.11 Small Claims

Added paragraph 4.9 Foreclosure Document Fee

Supplemental Costs:

Monthly Electronic Fee changed from \$10 to \$25

Form 1099 – changed from \$10 per applicable vendor to \$15

Exhibit B “described what the Agent shall be charged with as all tasks as stipulated in the Management Agreement, together with all other tasks referenced and any other duties as may be accepted by the two parties” is now Exhibit D.

Exhibit B is now Collection Services Agreement

Exhibit C added: Legal Document Preparation Services Agreement

UPCOMING:

- Erosion repairs on the walking trail
- Lone Mountain Trail
- Median Enhancement
- Extension of Median at Rear Exit
- Tree Pruning