

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

October 22, 2009

MINUTES

Members Present

- Chuck Roach, President; Dennis Carson, Vice President; Bob Shriver, Secretary; Ted Dixon, Treasurer and Hope Kirsch, Director and Anna Ingram, Director

Others Present

- Viola Lanam, Community Manager, AAM
- Several homeowners were in attendance in addition to various committee members.

Call to Order

- Chuck Roach, President, called the meeting to order at 6:05 p.m. He reminded everyone present that it was a formal meeting and we would follow the Robert's Rules of Order.

Approval of Minutes

- A motion was made to approve the minutes from the August 27, 2009, meeting be approved as submitted. Motion carried and the minutes were approved.

Management Report

- Viola Lanam highlighted issues with the pool heaters and the guardhouse computer system. See attached management report for additional information.

President's Report

- Chuck reviewed the article he wrote for the October Newsletter.

Treasurer's Report and Budget and Finance Report

- Delinquencies are in the vicinity of \$10,000 including \$1,300 in CC&R fines. Chuck Roach stated that his personal review with management regarding quarterly assessment delinquencies indicated that most are a result of homeowners being away.
- Clayton Loiselle recommended sending fine and delinquency letters by registered mail.
- Clayton also recommended that the current reserve plan/budget be reviewed to determine if assets/items listed for earlier expenditure but not funded might be reevaluated.

Building and Grounds Report

- Trish Dixon reported that research on solar electric indicated that it was not feasible for the clubhouse.
- Trish also reported that the solar hot water system proposed was determined to be worthwhile. The committee will provide additional information.

Communications Report

- None

Modifications Report

- Jim Gleason reported that wall paint colors and house color guidelines had been revised/redefined.
- The committee will update the Design Guidelines for republishing/reissue.

Social Committee Report

- None

Old Business

- The fenced dog park was discussed and bids for approximately \$15,000 were discussed.

- The Board will develop procedures for notification of homeowners in order to determine how to proceed on the proposal. A lengthy discussion ensued on the subject.
- It was suggested that the Dog Park would be a new asset/amenity for the community. It was recognized that the Board needs comments from homeowners.

New Business

- Anna Ingram presented research data on the installation of dog waste stations. If installation is approved, the cost would approximately \$3,211.00 plus the continuing cost of regular emptying and servicing the containers and dispensers.
- Ted Dixon moved to close the Merrill Lynch operating account (Account Number 72A-07A73) and transfer all funds therein to the Bellasera operating account at Mutual of Omaha Bank (Account Number 50543943). It was unanimously approved.

Adjournment

- There being no further business, the meeting was adjourned at 8:10 p.m.

The next regular Board meeting is scheduled for November 19, 2009, at 6:00 p.m.

Respectfully submitted,

Sharon Foxworth

Sharon Foxworth
Recording Secretary

Approved by,

Robert Shriver

Robert Shriver
Board Secretary

Attachment:
Community Manager's Report

**Bellasera Community Association
Board of Directors – Regular Session
Thursday, October 22, 2009**

FINANCIALS:

September Financials are attached. As of 9/30/2009 there was \$79,596 in the Operating checking account, \$1,071 in the Onsite checking account and \$54,518 in the Operating Savings/Merrill Lynch account, totaling \$128,184 in total working capital. A Reserve Savings balance of \$746,130 is 55.96% of the projected \$1,333,281 Reserve Study goal for end of FYE 2009-10. The community was approximately \$6,092 under budget in operating expenses for September, and was \$14,234 under budget for FYTD.

MAJOR ITEMS COMPLETED SINCE LAST MEETING:

- Approved and coded invoices for AP processing
- Reviewed September financials and prepared MTD/YTD variance reports.
- Contacted Shasta and Paddock to repair the grates at the beach front entry to the pool. Proposals are attached.
- Contacted Azteca Doors to repair glass doors in fitness center as they are not closing property. They indicated that the doors are not aligned properly and the cost is approximately \$800. We have requested another proposal where two pairs of doors would be changed to windows and one pair left as an emergency exit. They have visited the center, however to date have not received a proposal.
- Tree trimming was scheduled for October 1st and has been completed.
- Over seeding of the greenbelt has been completed.
- Fall flowers will be planted next week.
- An e-mail was forwarded to all Board members stating the cost for the proposed dog park will be approximately \$13,459. This is per a proposal from Southwest Wrought Iron for \$7,669 and the proposal from Four Peaks for the landscaping in the amount of \$5,790. Proposals are attached for your review.
- As stated at the last meeting, the computer system at the guard house failed and the IT department was able to get it up and running again. This system is running on Windows 95. To replace the program with one that is currently in use the cost is approximately \$2,415. I have requested a proposal from Securitas also. The computer itself will be replaced with the one Sharon had.
- The pool – Heater #1 for the pool is shot and is in need of replacement. The proposal from the Association's vendor, Arizona Pool Wizard, is attached for a cost of \$3,776. Chuck asked that I check with another pool company for price comparison. J & L Pool Service will install the same heater for \$2,800 plus tax or \$3,032. At present, heater #3 is the only heater that is working. Heaters 2 and 4 need repair. The heaters need to be cleaned and the burner spacer hold down brackets and warped burners need to be replaced. Five new burners are being purchased as some of the burners/parts from heater #1 can be used in place of purchasing all new ones. The cost to repair heaters #2 and 4 is \$686.

Arizona Pools are of the opinion that some of the problems with the heaters are caused by the method that the pool is being chlorinated (erosion feeders, chlorinators using tabs). The cost to put a liquid chlorine pump feeder in place can cost from \$2,500 to \$4,000 for a complete set up. I have attached the e-mails for your review.

- A move-in move-out report is attached.
- Sharon and I continue to field telephone calls and e-mails.
- Community inspections completed (violation report attached).

ITEMS REQUIRING BOARD DISCUSSION OR DECISION

- September Financials

BELLASERA COMMUNITY ASSOCIATION

www.AZBellasera.org

Management Report

VIOLA LANAM

Community Manager
vlanam@aamaz.com

SHARON FOXWORTH

Administrative Assistant
sfoxworth@aamaz.com

AAM, LLC

Bellasera Office: 480.488.0400 Bellasera Fax: 480.488.2103

**Board of Directors – Regular Session
Thursday, November 19, 2009**

FINANCIALS:

October Financials are attached. As of 10/31/2009 there was **\$66,413** in the Operating checking account, **\$1,036** in the Onsite checking account and **\$54,527** in the Operating Savings/Merrill Lynch account, totaling **\$121,976** in total working capital. A **Reserve Savings** balance of **\$801,382** is **60.11%** of the projected **\$1,333,281** Reserve Study goal for end of FYE 2009-10. The community was approximately **\$1,520 under** budget in operating expenses for September, and was **\$15,754 under** budget for FYTD.

MAJOR ITEMS COMPLETED SINCE LAST MEETING:

- Approved and coded invoices for AP processing
- Reviewed October financials and prepared MTD/YTD variance reports.
- Accepted a proposal from Azteca Doors to change-out 2 pairs of doors to windows.
- Fall flowers have been planted.
- Requested and received a proposal from Environmental Air for quarterly maintenance of the HVAC systems (\$367.75 quarterly). Proposal attached for your review.
- The IT Department is working with High Technology International for the software for the guard house.
- Pool heater #1 has been replaced and heaters 2 and 4 have been repaired. When Arizona Pool Wizard was working on heaters 2 and 4 the gas company was contacted as it was noted the flame was orange instead of blue indicating to Steve that the gas pressure was low. Per SW Gas the gas pressure is correct. The reason the flame is not blue is because of the soot buildup. In time this will require replacement of heaters 2 and 4 also.
- Accepted proposal from Shasta Pools and Spas to replace the beach entry grate.
- Maricopa Environmental Services Department inspected the pool and spa. There are several violations that need to be corrected, such as a pool sign at spa "Shallow Water/No Diving", masonry rock columns are creating a foothold problem, etc. that we are working on.
- I am just beginning to gather information for replacing the cushions on the pool furniture.
- Resident Move-In report attached for your review.
- Sharon and I continue to field telephone calls and e-mails.
- Community inspections completed (violation reports attached).

ITEMS REQUIRING BOARD DISCUSSION OR DECISION

- October Financials

