

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

**December 15, 2009**

**MINUTES**

**Members Present**

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

**Others Present**

- Viola Lanam, Community Manager, AAM and Sharon Foxworth, Assistant
- 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.

**Resident Questions**

- Tom Carey asked if the Association could do anything about the lack of upkeep on homes that are rentals. Chuck Roach advised that the Association was aware of these homes and the violation procedure was explained. Management makes periodic lot inspections, violation letters are sent and when required, legal action is commenced. However, the process is quite lengthy.
- Chuck explained that the Association does require that renters sign a lease agreement but not everyone complies.
- If renters are restricted it would require a change in the governing documents.
- Paul Antesberger stated that there are many homes that do not comply with the landscape regulations.
- Chuck stated that the Board is open to suggestions on how to make homeowners comply with the regulations.
- Hope Kirsch stated that the guidelines say the Association can do the landscape for homes that do not comply with the regulations and bill it back to the homeowner. Chuck said that under the law of Arizona we must obtain permission to enter the property.
- Bob Shriver stated that the number of inspections has improved with the new management but people should let the management know of homes that are not in compliance but people are hesitant to report their neighbors.
- Chuck stated that we did clean up one bank-owned home and sent the bank a bill but they would not pay it.
- It was suggested that everyone keep vigilance on what is happening in the neighborhood.
- Anna Ingram asked if the Association could require the owners have their renters read and sign the CC&Rs?
- Another resident expressed concern about the gate security in light of recent burglaries in the community. Gate and guard procedures were discussed and several good recommendations were made that may improve security.
- **Security Discussion**
- To restrict unauthorized persons entering Bellasera some suggestions were:
  - Installing an electronic arm instead of a gate
  - Installing a tire shredder
  - Must have a gate opener to exit the community
  - Install a shell of a camera at back gate so it would look official
  - Ted Dixon stated that it comes down to how much of a deterrent do we want to pay for?
- Jean Grutta requested more information on the dog park. Chuck stated that the Board is looking at a location and cost. It would be presented to the homeowners to vote on the proposition before anything would be done.
- A question was asked if pet waste stations were going to be installed around the community but Chuck explained that it would be trash containers not pet waste containers.

### Approval of Minutes

- A motion was made to approve the minutes from the November 19, 2009, meeting be approved as submitted. Motion carried and the minutes were approved.

### Guest Speaker

Dani Waechter, with New Path Networks, (It is a wireless and data services transmitter put in neighborhoods in a less intrusive way.) She explained that the transmitters would be disguised as a cactus, light pole or street signs. Other major mobile or data companies would be able to use these antennas and it would eliminate the need for other receivers to mar the view. They have already gained approval from the City of Scottsdale, starting in downtown Scottsdale and moving North. It would give better signals in otherwise "dead" areas for cell phone or cable use. If they come on property they would ask for approval and will lease from us the area they would use to put the unit here. The power is separate from APS. New Path would lease each site for \$3,183.00 per year per site. They determined that they would need two sites in Bellasera.

If you would like more information you may contact Dani Waechter at 480-686-8965 or by email at [dani.waechter@newpathnetworks.net](mailto:dani.waechter@newpathnetworks.net).

### Management Report

- Viola Lanam reviewed issues in the attached management report.
- Chuck asked Viola to check the reserve plan to see when the clubhouse is scheduled to be painted.
- Chuck recommended that the Association proceed with GB Contracting to install weather stripping in the clubhouse.

### President's Report

- None

### Treasurer's Report and Budget and Finance Report

- Ted Dixon discussed AAM's small claim process for collection of delinquent account receivables. He will provide Board members with a copy of the procedures AAM is ready to implement.
- Clayton recommended that we proceed with the small claims court to collect the outstanding assessment fees of \$11 – 12K.
- Paul Snyder submitted a committee application form to become a member of the Budget and Finance Committee. Bob Shriver moved to approved and accept the application. All approved.
- Clayton stated to invest cash in a reserve fund at Merrill Lynch. \$82K is in reserve, \$410K is in CD's. That leaves about \$200K in cash. He suggested the board call Merrill Lynch to invest the cash in CD's.
- Charles Snyder stated he thought the association should invest half of the reserve fund in Capital One and the rest in Merrill Lynch.
- The chair entertained a motion to invest \$200K from the reserve fund in CDs. All approved. It would be CDs with 12 to 24 months investment. Viola would still be the keeper of the master document.
- Charles gave a review of the November financials.

### Building and Grounds Report

- Paul Antseberger suggested that we start early next year and obtain estimates for the installation of Christmas lights on property.
- Trish Dixon reported that the Committee would continue its previously announced projects.

### Communications Report

- None

### Modifications Report

- Bob Shriver answered questions regarding varied paint schemes. Current Design Guidelines require that side walls be painted the same as the base color of the house or the common community wall color. Susan Loiselle asked if the changes could be sent out stating the guidelines.

### Social Committee Report

- Susan Loiselle commended the great job done by the Social Committee

**Old Business**

- No update on the solar water heater project.
- Trash receptacles – the Board decided to table the discussion until March, which is the end of the fiscal year.

**New Business**

- The Legal Opinion letter from Carpenter Hazelwood regarding the financing of new projects with reserve funds was read and a discussion is to be held later.
- Clayton Loiselle provided information on the status of Reserve Funds and made recommendations to the Board. A motion that the Committee purchase \$200K in CDs for 12 to 24 months at the best rate available was approved unanimously.
- Proposals from three pool companies were presented for a vote to do the repair of the pool (Shasta, Rondo and Paddock). Chuck recused himself from voting as he knew one of the companies owner.
- Viola read the proposals from the pool companies and her recommendation was to go with Rondo or Shasta.
- A discussion followed regarding bringing the pool pump and drains into compliance when the pool is drained.
- Ted moved to have Shasta replaster the pool and to do the work on the drains and pump to bring them into compliance.
- A question was raised regarding the lack of on-the-job supervision from Shasta and the homeowner felt the pool did not have any rebar put in when Shasta initially installed the pool. Viola is to investigate further.
- A motion to approve Shasta as the company to repair the pool was unanimously approved. This work is to be funded (\$26,702.98) with scheduled Reserve Funds.
- Chuck asked Viola if she recommended Environmental Air or Parker and Sons to conduct the quarterly maintenance on the clubhouse. Viola recommended Environmental Air. The board approved the use of Environmental air.

**Adjournment**

- There being no further business, the meeting was adjourned at 7:36 p.m.

The next regular Board meeting is scheduled for Thursday, January 28, 2010, 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

**Management Report  
Viola Lanam  
Board of Directors – Regular Session  
Tuesday, December 16, 2009**

***FINANCIALS:***

**November** Financials are attached. As of **11/30/2009** there was **\$35,035** in the Operating checking account, **\$1,637** in the Onsite checking account and **\$54,533** in the Operating Savings/Merrill Lynch account, totaling **\$91,204** 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 **\$1,115 under** budget in operating expenses for September, and was **\$16,869 over** budget for FYTD.

**MAJOR ITEMS COMPLETED SINCE LAST MEETING:**

- Approved and coded invoices for AP processing
- Reviewed November financials and prepared MTD/YTD variance reports.
- The Merrill Lynch operating savings account was closed and the check received in the amount of \$54,532.71 was deposited to the operating checking account.
- Many of the maintenance items brought up by the Building and Grounds Committee have been completed.
- Proposals requested for re-plastering pool will be discussed under new business.
- Lock boxes have been placed on the thermostats in the clubhouse.
- Christmas lights at the Scottsdale entrance have been installed.
- Azteca Doors has changed-out 2 pairs of doors to windows in the fitness center.
- As requested by the BOD, a proposal was requested and received from Parker and Sons for quarterly maintenance of the HVAC systems. The proposal is attached along with the proposal received from Environmental Air (for comparison).
- Parker and Sons also prepared a separate proposal for maintenance of the pool pumps (proposal attached).
- The Amtel Visitor Screening Software for the guard house has been ordered from High Technology International.
- The beach entry grate proposal received from Shasta has been accepted. I am requesting an approximate date as to when it will be completed.
- We are acquiring proposals for replacing the cushions for the pool furniture as well as a separate proposal for replacing the pool furniture
- Fluoresco has replaced lighting on the monument.
- Flag pole light has been replaced.
- 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**

- November Financials
- Pool Re-plastering Proposals