

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

January 27, 2011

MINUTES

Members Present

- Dennis Carson, President; Susan Loiselle, Vice President; Anne Chernis, Secretary; Ted Dixon, Treasurer and Anna Ingram, Director
- Absent: Bruce Martin, Director

Others Present

- Viola Lanam, Community Manager, AAM and Sharon Foxworth, Assistant
- Several committee members were present.

Call to Order

- Dennis Carson, President, called the meeting to order at 2:06 p.m.

Resident Questions

- There were no questions from the floor.

Approval of Minutes

- A motion was made to approve the minutes from the December 9, 2010, meeting and the January 5th, 2011 Special Board meeting. Minutes were approved as submitted.

Treasurer's Report

- Ted Dixon discussed the reserve plan and new budget for the new fiscal year.

Budget and Finance

- Clayton stated that some items are being reclassified and presented a motion to adopt the change.

NOW THEREFORE, IT IS RESOLVED, the books and records of the Bellasera Community Association shall be amended to include a Bad Debt Expense line item on the Income Statement and an Allowance for Doubtful Accounts line item on the Balance Sheet. The beginning entries in each account shall be \$9,000. The entries in these two accounts shall be adjusted from time to time as directed by the Treasurer, as such officer shall determine, to realistically reflect the value of the Accounts Receivable and the Operating Owners Equity. Nothing in this resolution shall constitute a forgiveness of any amount due the Bellasera Community Association.

- Motion passed.

Modification Committee

- None

Building and Grounds Report

- None

Communications Report

- None

Social Committee Report

- None

Community Manager

- The report is attached.

President's Report

- Dennis Carson gave an update on the New Path installation stating some items are still needing to be addressed especially the need to power wash the street where New Path left some discoloration on the pavement. Dennis deferred this to next year when the streets will be sealed and it will be taken care of then.
- Quick Pass will begin operation on March 1st and the guard will be alleviated from 1:00 to 5:00 am. A Community Wide meeting will be held at the clubhouse on February 22nd to inform residents on how to use the system. Notification will be included in the 60 day annual meeting notification mailing.

Old Business

- Susan Loiselte gave an update on the redecorating of the clubhouse.

New Business

- The Community Wide Standard was amended and restated.

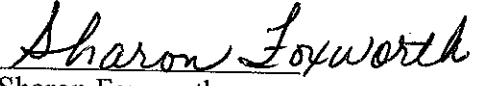
NOW THEREFORE, IT IS RESOLVED, The Board adopts the COMMUNITY WIDE STANDARDS attached to this written action, and all prior polices or resolutions dealing with any of the subject matter contained in the attached are void.

- The 2M insurance required to reserve the activity room was discussed and it was decided to put it as a topic for the Study Session
- The next meeting will be held on February 24th at 2:00 p.m.


Adjournment

- There being no further business, the meeting was adjourned at 3:22 PM

Respectfully submitted,


Sharon Foxworth
Recording Secretary

Approved by,


Anne Chernis
Board Secretary

Attachments:

Community Manager's Report
Budget and Finance Resolution
Community Wide Standards Resolution

Bellasera Management Report
Board of Directors – Regular Session
Thursday, January 27, 2011

FINANCIALS:

November and December Financials are attached. As of **11-30-2010** there was **\$113,381** in the Operating checking account, **\$1,209** in the Onsite checking account, totaling **\$114,589** in total working capital. A **Reserve Savings** balance of **\$966,261** is **65.95%** of the projected **\$1,465,120** Reserve Study goal for end of FYE 2010-11. The community was approximately **\$2,284 over** budget in operating expenses for November and was **\$22,469 over** budget for FYTD.

As of **12-31-2010** there was **\$130,560** in the Operating checking account, **\$1,209** in the Onsite checking account, totaling **\$131,769** in total working capital. A **Reserve Savings** balance of **\$965,922** is **65.93%** of the projected **\$1,465,120** Reserve Study goal for end of FYE 2010-11. The community was approximately **\$12,287 over** budget in operating expenses for December and was **\$34,756 over** budget for FYTD.

MAJOR ITEMS COMPLETED SINCE LAST MEETING:

- Approved and coded invoices for AP processing.
- Reviewed November and December financials and prepared MTD/YTD variance reports.
- The pool spa had an issue with the control operator which was repaired on December 29th.
- Joe Carlon, Dennis and I met with Safeguard on December 10th for a final walk through for the security system. It was noted that all of the issues had not been resolved. All issues were resolved as of January 14th.
- The landscape enhancement at Corva and 74th Way has been completed.
- Landscape enhancement was completed on the South side of Club House to help minimize sun exposure in the activity room.
- GB Contracting replaced a transformer along Pontebella Dr. as the original transformer, replaced approximately 50 feet of wire that was eroded and replaced light bulbs as necessary. You should have noticed a considerable difference in the lighting along that area.
- DR Paint has painted the railings through-out the community as well as the vehicle gates and the monuments at the entrance.
- As you are aware, the redecorating project for the clubhouse is underway.
- The electrical outlet for the screen in the activity room has been installed.
- Checks were requested for the down payments for the vendors working on the redecorating project.
- It was determined the Building and Grounds Committee will meet on the second Tuesday of each month.
- Joe Caron, Dennis and I met with Safeguard representatives to discuss the key pad

operation.

- I met briefly with the Budget and Finance Committee and I will present the first draft budget for 2011-12 to them on Friday, February 18th.
- The move-in move-out report is attached for your review.

End

Bellasera Community Association
Motion by the Chair of the Budget and Finance Committee
January 27, 2011

The Chair of the Budget and Finance Committee moves the Board to adopt the following RESOLUTION:

WHEREAS the Bellasera Community Association ("BCA") is carrying Accounts Receivable in the amount of \$18,820.36 as of December 31, 2010, and

WHEREAS the Budget & Finance Committee ("BFC") has closely monitored the amount of the Accounts Receivable for several months, and

WHEREAS it is the judgment of BFC that the outstanding amount of the Accounts Receivable will not be fully collectable, and

Whereas THE BFC RECOMMENDS TO THE Board of Directors that the BCA adjust its income statement and balance sheet to more realistically reflect this situation.

NOW THEREFORE BE IT RESOLVED:

The books and records of the Bellasera Community Association shall be amended to include a Bad Debt Expense line item on the Income Statement and an Allowance for Doubtful Accounts line item on the Balance Sheet. The beginning entries in each account shall be \$9,000. The entries in these two accounts shall be adjusted from time to time as directed by the Treasurer, as such officer shall determine, to realistically reflect the value of the Accounts Receivable and the Operating Owners Equity. Nothing in this resolution shall constitute a forgiveness of any amount due the Bellasera Community Association.

BELLASERA COMMUNITY WIDE STANDARDS

Minimum standards for landscaping front and rear yards and maintenance of the outside of the homes within the Bellasera Community have been established to ensure that the visual integrity within the community is maintained. These standards establish the minimum acceptable level for landscape maintenance and home maintenance and will be used as a guide in issuing violations.

A. Landscape Maintenance :

Front and rear yards shall be covered with a combination of **inert** and **living** materials.

Inert Materials: shall consist of Madison Gold granite ($\frac{3}{4}$ " to $\frac{1}{2}$ " minus in size) and must be of sufficient depth and even distribution so that no soil is visible and all drip system hoses are substantially covered. No statues, sculptures, depictions or artifacts are permitted.

Living Material: shall consist of shrubs, groundcover, accent plants, cacti and ornamental grasses in accordance with the Approved Plant List in the Design Guidelines. Dead trees or bushes must be removed and replaced. All weeds must be removed.

Series One Homes: 55' x 115' Lots:

Front Yard: The front yard landscape shall include a minimum of one (1) 36" Box or larger tree. It must be placed within 3' of the sidewalk or if no sidewalk, within 10' behind the curb.

Rear Yard: The rear yard landscape shall include a minimum of one (1) 24" Box or larger tree.

Series Two Homes: 95' x 135' Lots:

Front Yard: The front yard landscape shall include a minimum of two (2) 36" Box or larger trees. One tree must be placed within 3' of the sidewalk or if no sidewalk, 10' behind the curb. The second tree must be placed within 7' of the side property line and within the front 15' of the property.

Rear Yard: The rear yard landscape shall include a minimum of two (2) 24" Box or larger trees.

Series Three Homes: 110" x 135' Lots:

Front Yard: The front yard landscape shall include a minimum of three (3) 36" Box or larger trees. One tree must be placed within 3' of the sidewalk or if no sidewalk, 10' behind the curb. One of the two remaining trees must be

placed within 7' of the side property line and within the front 15' of the property.

Rear Yard: The rear yard landscape shall include a minimum of two (2) 24" Box or larger trees.

B. Home and Gate Painting/Staining:

A home and the adjacent block walls will be deemed to be in need of painting if one of the following conditions exist; Splotchy or mottled paint on any exterior location and/or visible shading on block walls such that lines separating the blocks are apparent. Garage doors will be deemed to be in need of painting if the door is faded or has a chalky appearance.

Side yard gate metal shall be painted with Frazee "Bernard Brown" or a similar color to match fencing throughout the community and shall show no rust. The wood slats of all gates shall be maintained to retain their original non-weathered appearance by use of a light stain, linseed oil or a slightly darker stain that preserves the original cedar appearance.

**BELLASERA COMMUNITY ASSOCIATION, INC
UNANIMOUS WRITTEN ACTION BY DIRECTORS**

Under the authority of §10-821 of the Arizona Revised Statutes and §3.14 of the Association's Bylaws, the undersigned, being all of the Directors of the Association, take the following action by their unanimous written consent, to be effective when signed by all Directors and posted as required by the Association's Bylaws.

1. The Board adopts the COMMUNITY WIDE STANDARDS attached to this written action, and all prior polices or resolutions dealing with any of the subject matter contained in the attached are void.

Anna Ingram
Anna Ingram

Date: 2-3-11

Susan H. Loiselle
Susan Loiselle

Date: 1-31-11

Bruce Martin
Bruce Martin

Date: 2-7-11

Anne Chernis
Anne Chernis

Date: 2-1-11

Ted Dixon
Ted Dixon

Date: 1-31-11

Dennis M. Carson
Dennis M. Carson

Date: 2/7/11

BELLASERA COMMUNITY WIDE STANDARDS

Minimum standards for landscaping front and rear yards and maintenance of the outside of the homes within the Bellasera Community have been established to ensure that the visual integrity within the community is maintained. These standards establish the minimum acceptable level for landscape maintenance and home maintenance and will be used as a guide in issuing violations.

Posted 9.
2-7-11
JK