

**BELLASERA COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING  
Wednesday, May 29, 2019 at 1:00pm  
Minutes**

**Meeting called to order at 1:00pm**

**Attendees:**

Dennis Carson  
Dave Reid  
Joe Carlon  
Carl Leroux (via phone)  
Laurie Forte

**Absent:** Dennis Soeffner

**Guests:** Paul Rippens (resident and retired Chief of Forestry for LA County Fire Department, subject matter expert)

**Approval of April 28 meeting minutes:**

Joe C. motioned the approval of the minutes from the April 28, 2019 BOD meeting, a second by Dave R., the minutes were unanimously approved.

**RESOLVED:**

**The minutes of the April 28, 2019 meeting of the Board of Directors are approved by the four (4) members in attendance.**

**Member Comments and Questions:**

Question regarding the clearing of the NAOS areas in Bellasera. Deferred to later in the meeting

**Reports:**

- **Budget and Finance –**
  - Financials are on track for year
  - Laurie to send letter to resident with outstanding violation fines
- **Modifications**
  - 2 new modifications for paint change were reviewed 1 approved and 1 deferred
- **Building and Grounds**
  - Discussion of Scottsdale's 'Firewise' program was discussed. Paul Rippens volunteered to work with B&G on further assessing this program
- **Communications – no report**
- **Community Manager**
  - See attached report

➤ **President's report – no report**

**New Business:**

- **House painting inspections**
  - Laurie to work with MOD on house paint inspections beginning June 2019
  - 120 days to complete painting
- **Bellasera court usage policy**
  - Joe C. and Carl L. to review facilities policy and bring recommendations to the June 19 board meeting
- **Repair/repainting of the west tennis courts**
  - After due consideration and motion made and seconded, the four directors present unanimously adopted the following Resolution:

**RESOLVED:**

- 1. The Association shall enter into a contract with CCT – Custom Courts and Tiles Inc. to repair cracks, resurface/coat and paint new lines on the West tennis court (including painting pickle ball lines on the West tennis court and the basketball court), at a cost of \$6,190 pursuant to the terms and conditions as set forth in their proposal, a copy of which is attached hereto; and**
- 2. Any officer of the Association or the Association Manager may execute such contract in such final form, as either of them shall determine to be in the best interest of the Association, including the right to negotiate such additional terms or conditions to, or delete or amend any of the terms or conditions of the contract any of them may deem appropriate and in the best interest of the Association.**
- 3. The Board acknowledges that there may be unforeseen circumstances that may cause the cost of the project to increase above the contract price through no fault of the Contractor. The Board therefore authorizes the President to execute change orders for additional work (with the Contractor or any other contractor) that the President deems necessary provided the aggregate cost of all change orders does not exceed 10% of the initial contract price.**

- **View fencing opt out**
  - Opt outs will not be allowed for this upcoming round of painting (Spring 2020). Dennis C. to talk with J. Olcott about 3 previous opt outs and Laurie/Dennis S. to begin creating bid specifications
- **Fitness Center flooring replacement**
  - After due consideration and motion made and seconded, the four directors present unanimously adopted the following Resolution:

**RESOLVED:**

1. The Association shall enter into a contract with Design Materials for the purchase of the flooring and Mills-Trenter & Associates for installation to install new flooring in the fitness center at a cost of \$14,000 pursuant to the terms and conditions as set forth in their proposal, a copy of which is attached hereto; and
2. Any officer of the Association or the Association Manager may execute such contract in such final form, as either of them shall determine to be in the best interest of the Association, including the right to negotiate such additional terms or conditions to, or delete or amend any of the terms or conditions of the contract any of them may deem appropriate and in the best interest of the Association.
3. The Board acknowledges that there may be unforeseen circumstances that may cause the cost of the project to increase above the contract price through no fault of the Contractor. The Board therefore authorizes the President to execute change orders for additional work (with the Contractor or any other contractor) that the President deems necessary provided the aggregate cost of all change orders does not exceed 10% of the initial contract price.

➤ **Fitness Center equipment**

- After due consideration and motion made and seconded, the four directors present unanimously adopted the following Resolution:

**RESOLVED:**

1. The Association shall enter into a contract with Marathon Fitness to purchase and install 4 new pieces of fitness center equipment at a cost of \$13,000.00 pursuant to the terms and conditions as set forth in their proposal, a copy of which is attached hereto; and
2. Any officer of the Association or the Association Manager may execute such contract in such final form, as either of them shall determine to be in the best interest of the Association, including the right to negotiate such additional terms or conditions to, or delete or amend any of the terms or conditions of the contract any of them may deem appropriate and in the best interest of the Association.
3. The Board acknowledges that there may be unforeseen circumstances that may cause the cost of the project to increase above the contract price through no fault of the Contractor. The Board therefore authorizes the President to execute change orders for additional work (with the Contractor or any other contractor) that the President deems necessary provided the aggregate cost of all change orders does not exceed 10% of the initial contract price.

➤ **Committee Charter review**

- After due consideration and motion made and seconded, the four directors present unanimously adopted the following Resolution:

**RESOLVED:**

**WHEREAS, pursuant to Article III, Section 3.18 (f) of the Association's By-Laws the Board has the power to adopt rules and regulations, which therefore include guidelines for the establishment and conduct of committee business according to their respective charters, which such guidelines were adopted on April 28, 2004, and**

**WHEREAS, the Board desires to amend and restate the April 28, 2004 guidelines applicable to all committees to:**

- (a) establish consistent committee membership numbers and**
- (b) clarify committee chairs.**

**NOW, THEREFORE, as supplemental to the basic rules contained in Articles V of the By-Laws, the April 28, 2004 guidelines for all existing committees and all committees that may be created in the future are amended and restated, effective immediately, as follows:**

- **The Board appoints Committee/Advisor members by resolution**
- **Committee membership will be a minimum of three and not more than seven, except the Security Advisor shall remain as one.**
- **The chair of the Modification Committee required by Article 11, Section 11.2 (a) of the CC&Rs will be the Board representative**
- **The chair of each other committee authorized and approved by Article V, Section 5.2 of the By-Laws shall be determined by the respective committee members as provided in Article V, Section 5.2**
- **Term of service is until resignation or removal by the Board Meetings are held periodically (as required)**
- **Minutes of the meeting are prepared by the committee and filed with the manager**
- **Reports are made at Board meetings**
- **Committee members who are also Directors may participate in discussions and may also vote**
- **Guests may attend meetings but only committee members may make motions or vote**
- **Manager may reimburse Committee Members for valid Committee expenses (postage, paper, etc)**

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- **Summer meeting Schedule**
- Next meeting is June 19, 2019, no meetings will be scheduled for July, August or September unless needed
- **Gate incident on Memorial day**
- Resident blatantly disregarded the policy stating that no contractors shall be allowed in Bellasera on holidays by allowing them to tailgate inthrough the back gate. The Board will issue a fine of \$250 and turn off gate privileges for 30 days. Appeal options for June 19<sup>th</sup> meeting.

**Approval of 2019/2020 Reserve Budget:**

After due consideration and motion made and seconded, the directors unanimously adopted the following Resolution:

**RESOLVED:**

**The Reserve budget for the fiscal year beginning July 1, 2019 is approved by the 4 board members present.**

**Next meeting date:**

June 19, 2019 1:00pm

Meeting was adjourned at 2:45pm