

BELLASERA COMMUNITY ASSOCIATION
Building and Grounds Committee
Meeting Minutes, March 8, 2011

Present: Paul Anetsberger, Bob Huff, Viola Lanam, Susan Loiselle
The meeting was brought to order at 3:00PM

New Business:

- Viola distributed copy of re-veg proposal from Four Peaks dated 11/3/2008
- Mailbox lights are too bright and do not match color of garage lights. Use 50 watt bulbs.
- Pre-emergent weed spraying has been done - weeds at back gate and guard house
- Guardhouse - sun reflects on outdoor security screen. Question about possible sun shield.
- Pool - beach entrance cracks. Viola to contact Shasta
- Roads - Pasaro and 77th - light in color. Viola to contact PMIS.
- Steam generator - scheduled for replacement FY 2011/12. Check maintenance records.
- Question regarding need for foam roof repair. Viola to check.
- Question re: pool deck. Response - minor repairs this year.
- Question regarding status of pool filter. Viola to check.
- Pool heater - Viola to check if all 4 have been replaced.
- Common area Stucco walls. Viola to drive by to determine need for repair/paint.
- Pool - determine need to clean tile at water line. Prepare schedule.
- Bellasera sign at entry - brick missing. Viola to arrange repair.
- Front yard inspections to resume April 1 after frost damage.
- Sidewalk cracks to be inspected. Note that worst are on 77th Way.
- Road repair at back gate - large cracks at point where new surface ends and Lone Mountain Road begins. Located on city property. Call Scottsdale.
- Handicapped showers - Viola to check into replacing seats.
- Beverage Machine is dispensing stale-dated cans. Viola to investigate.
- Street cleaning - 2011/2012 draft budget to include one sweep per quarter plus "as needed". Budget not yet approved by Board.
- Water Meters - Viola to furnish meter readings - B&G to monitor
- Viola to obtain three competitive bids for landscaping. AAM's standard landscape SOW distributed to committee members for review and comment.
- Committee has asked that the next newsletter include a request to owners that their landscapers and workmen remove their debris from the street upon completion.

Meeting adjourned at 4:30PM

Next Meeting: April 12, 2011

Prepared by: Susan Loiselle, V.P., Board of Directors

BELLASERA COMMUNITY ASSOCIATION
Buildings and Grounds Committee
Meeting Minutes, April 12, 2011

Present: Paul Antesberger, Bob Huff, Viola Lanam, Susan Loiselle, Gregg Dittoe
The meeting was brought to order at 3:00PM

Old Business:

- Decision was made not to change the wattage or type of bulb at the mailboxes at this time
- Weeds at back gate and around guardhouse will be handled by Four Peaks
- Viola is investigating solutions to reflection problem on guardhouse monitor screen
- Viola is working with Shasta regarding beach entrance cracks
- Awaiting return call from PMIS regarding lightened color on Pasaro
- Advice regarding steam generator is to keep water softener running correctly to extend life of generator
- Viola reported that the foam roof was replaced in 2008 with a 5-year warranty
- Pool deck repairs - no new information
- Pool Filters - advised that they are operating well - sand has been replaced
- Pool Heaters - replaced #1, 3 & 4. #2 still to be replaced. B&F informed re: Reserve
- Pool tile cleaning at water line. Waiting for a return call from Ken's Tile Cleaning.
- Handicapped shower seats - GB Maintenance searching for product
- Repair missing brick on entry sign. Viola has arranged repair
- Front yard inspections have resumed after frost
- Sidewalk cracks to be inspected by Viola. Paul will give her the address where the sidewalk is badly cracked.
- Road repair - cracks at back gate on city property. City will inspect.
- Beverage Machine - company has been taken over by new company which is not providing satisfactory service. Viola seeking alternatives.
- Committee has recommended street sweeping at this time. Viola to advise Board.
- Committee reminded Board to notify homeowners to have their contractors clean up the debris left or blown into streets.
- Water Meters - Viola requested Four Peaks to review the meters which they did.
- Landscaping Bids - SOW almost complete. Viola to begin bidding process.

New Business

- Holiday lighting - Paul to get prices on replacement lights
- Road reflectors - Paul to price yellow reflectors to be installed by handyman with placement instructions from Paul

- Discussion of Common Area Granite. Approximate cost \$45 per ton. Suggested that we replace in staggered sections every ten years. Viola suggested that perhaps this should be a reserve item.

Meeting adjourned at 4:40PM

Next Meeting: May 3, 2011

Prepared by: Susan Loiselle

**Bellasera Community Association
Building and Grounds Committee
Meeting Minutes May 10, 2011**

**Present: Paul Antesberger, Bob Huff, Viola Lanam, Susan Loiselle, Bruce Martin,
Guest: Larry Seres. The meeting was brought to order at 3:00PM**

Old Business:

- Beach Entrance - Waiting for bid from Shasta
- Guardhouse monitor - Viola still investigating solutions to reflection
- Pool tile cleaning at water line - price \$645 once per year. Must close pool for 24 hours and lower water level slightly. Discuss with BOD
- Lightened color of asphalt on Pasaro - still investigating
- Handicapped shower seats - Viola to investigate supplier other than GB
- Missing brick on entry sign to be completed
- Sidewalk cracks - Viola to inspect
- Road repair - cracks at back entry on city property. Look better. Viola to investigate
- Beverage Machine - cans appear not to be stale dated
- Paul investigating cost of holiday lights.
- Road reflectors in process

New Business:

- Mailbox lights - Paul reported that only center light is illuminated
- Street Sweepers - Paul suggested that we request sweepers with revolving brushes and vacuum. Viola to investigate.
- Ocotillo at back gate damaged. Viola to investigate.
- Landscape needs clean up around mailboxes. Viola to work with Four Peaks
- Suggestion to install rocks around mailboxes to prevent flip turns which scatter granite
- Hot tub - Mold around top portion of grout. Viola to investigate.
- Weeds between cement cracks and along fence in pool area.
- Broken umbrellas. On order.
- Landscaping around back entrance looks bare.
- Back gate tree up-lights out
- Committee discussed and made suggestions regarding SOW for landscaping bids

Meeting adjourned at 4:30PM

Next Meeting: June 9, 2011

Prepared by: Susan Loiselle

**Bellasera Community Association
Building and Grounds Committee
Meeting Minutes, June 14, 2011**

**Present: Paul Anetsberger, Bob Huff, Larry Seres, Gregg Dittoe, Viola Lanam,
Susan Loiselle**

The Meeting was brought to order at 3:00PM

First Order of Business: Bob Huff was elected Committee Chairperson

Old Business:

- Beach Entrance Repairs - Viola is working with PMIS to prepare SOW
- Guard House Monitor non-glare protection - under investigation
- Handicapped Shower Seats - Design has been chosen. Order and installation in progress.
- Sidewalk cracks - obtaining bids for repair
- Road repair - cracks at back entry is on city property. City will not repair until later this year or early 2012 along with Lone Mountain Road. Bob Littlefield being contacted.
- Road reflectors - Paul distributed map of needed replacements. Purchase and installation in progress.

New Business:

- Tile at beach entrance to pool is being affected by algae caused by overhanging trees. Problem will clear up with seasonal cycle of trees.
- Discussion regarding purchasing more durable pool umbrellas due to breakage of existing model. Viola to investigate.
- Paul presented information from Shade 'n Net shade structures for pool area with posts installed outside of fence with shade structure cantilevered over pool sitting area. These would be permanent and eliminate the need for umbrellas in affected area. Umbrella areas would still be available for owners seeking sun.
- Viola working on refreshing stones at mailboxes.
- Street sweeping - contract begins in July for quarterly sweeping. Requesting information regarding vacuum-equipped sweepers.
- Landscape bids coming in. Bids will include clean-up around mail boxes.
- Back gate tree lights have been replaced.
- Viola to review 24/7 gate maintenance contract.
- Viola investigating obtaining larger rocks for wash areas where the wash meets sidewalk in three areas.

Meeting adjourned at 4:30PM

Next Meeting: July 11, 2011

Prepared by: Susan Loiselle

**Bellasera Community Association
Building and Grounds Committee
Meeting Minutes, July 12, 2011**

Present: Bob Huff, Gregg Dittoe, Viola Lanam, Susan Loiselle

The meeting was brought to order at 3:00PM

Old Business:

- Beach Entry Repairs - Viola has contacted PMIS to prepare SOW
- Tennis Court Repairs Viola has contacted PMIS to prepare SOW
- Guard House Monitor non-glare protection - under investigation
- Handicapped Shower Seats - Ordered
- Sidewalk Cracks - 77th Way - Bid approved
- Road Repair at back entry on city property. Vice Mayor, Bob Littlefield has been contacted.
- Road reflectors - Contractor has been identified for installation. Waiting for Paul Antesberger to return to purchase and supervise.
- Pool Umbrellas - Viola shopping for more durable model
- Refresh stones at mailboxes - Viola obtaining prices
- Larger rocks at 77th Way mailbox - Viola obtaining prices
- Street Sweeping -Approved contract for quarterly sweeping to begin in July
- Landscape bids are in. Viola working on comparison
- Approved 24/7 gate maintenance contract.

New Business:

- Clear drain at back gate
- Stop Signs -Replace ones that are faded
- Christmas Lights - Gregg investigating
- River Rock at intersection where washes meet streets - Viola obtaining prices
- Mold in men's steam room - Checking to see if discoloration

Meeting adjourned at 4:00PM

Next Meeting: August 9, 2011

Prepared by: Susan Loiselle

**Bellasera Community Association
Building and Grounds Committee
Meeting Minutes, August 9, 2011**

Present: Bob Huff, Viola Lanam, Susan Loiselle

The meeting was brought to order at 3:00PM

Old Business:

- Beach Entry Repairs - PMIS preparing SOW and speaking with Shasta re: warranty.
- Tennis Court Repairs - PMIS preparing SOW
- Guard House Monitor - Adjusted by Quick Pass - Completed
- Handicapped Shower Seats - Completed
- Sidewalk Cracks - Attempting to reach owner
- Road repair at back entry - Viola to call Transportation Department
- Road Reflectors - Paul to handle
- Pool Umbrellas - On order. To be charged to Reserves.
- Refresh stones at mailboxes - Advised not to do at this time.
- Boulders at mailboxes - Not needed at this time.
- Landscape bids. Viola working on comparison
- Christmas lights - Gregg to handle
- Reminder to "blast" re: street sweeping - cars off street
- Drain at back gate - larger pipe has been installed
- Stop Signs - Replaced
- Wrought Iron fences at washes - Viola seeking contractor

New Business:

- B&G to inspect and provide list of block walls in need of repair

Meeting adjourned at 3:30PM

Next meeting: September 13, 2011

Prepared by: Susan Loiselle

BELLASERA COMMUNITY ASSOCIATION
Building and Grounds Committee
Meeting Minutes, December 13, 2011

Present: Bob Huff, Paul Anetzberger, Gregg Dittoe, Viola Lanam, Susan Loiselle

The meeting was called to order at 3:00PM

Old Business:

- Beach Entry repairs - Bids received.
- Tennis Court Repairs - PMIS preparing SOW
- Wrought Iron fence at wash - out for bid

New Business:

- Investigate planting cacti at Pasaro mailbox to avoid flip turns
- Check spa timer
- Add language to Modifications application regarding cleaning street after owner work
- Check gutters on clubhouse for needed caulking
- Newsletter to include notice regarding person unscrewing lights at mailboxes
- Next meeting to be held in conjunction with Budget and Finance Committee to identify reserve items

Meeting adjourned at 4:30PM

Next meeting January 24, 2:00PM

Prepared by: Susan Loiselle