

## **Grounds Meeting February 2013**

### **Members Present:**

Becky Spedden  
David Winchell  
Larry Alvarez

Diane Nichols  
Sybil Hewitt

1. Rusticscape: Diane Nichols met this week with Rusticscapes and discussed the following:
  - a. Timeliness of service request
  - b. Weeds are not getting pulled on a weekly basis
  - c. Rusticscapes will put back a crew on Fridays' to trim bushes. It was noted that the vegetation should be trimmed so that the house address is visible from the street
  - d. Need estimate from Rusticscapes on leveling some common areas
2. Budget for 2014: Cost will remain the same for most line items. Changes will be made to the operating expenses as follows:
  - Landscape irrigation: \$15,00
  - Landscape Replacement/beautification: \$10,00
  - Seasonal flowers and mulch: \$2,500
  - Common area safety: \$5,000
3. First Residential will be reminded that all the invoices must have the correct accounting codes.
4. Will remind Rusticscapes that Bella Vita residents should call the HOA assoc. management co. with all service orders and not go directly to Rusticscapes.
5. A special meeting was held with FirstService Residential (Laura Bradley), Rusticscapes (Brandon and Jim), Diane Nichols, Sybil Hewitt, and Becky Spedden to discuss procedures covered by the HOA.

Items that were covered were as follows:

FirstService Residential: Accounting codes need to be properly coded on invoices

Rusticscapes regular monthly contracted services will be paid and a confirmation sent to the board treasurer, the head of the fiancé comm. and the head of the grounds comm.

Rusticsapces: Will place door hangers on resident's doors when repairing items.

They will stop taking service orders on the phone and inform residents to call FirstService Residential.

Weeding will be done on a weekly basis. Tree suckers will be trimmed.

Invoices will be show parts and labor for all HOA covered repairs including a typed total.

Grounds comm.: Will publish an article informing residents of the necessity of calling FirstService Residential for all service orders.