

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

**January 17, 2014 – 1:00 PM**

**MINUTES**

**Members Present**

- Richard Hoffman, President; Gregg Dittoe, Vice President; Craig Johnson, Director; Dennis Corbett, Secretary.

**Others Present**

- Viola Lanam, Community Manager, and Sharon Foxworth, Office Administrator
- One homeowner was present

**Call to Order**

- Richard Hoffman, President, called the meeting to order at 1:05 p.m. A quorum was present.
- Richard asked the audience if they had any questions. The homeowner commented on the community wide meeting that was held on January 17, 2014.

**Approval of Minutes**

- Dennis Corbett moved to approve the minutes from the December 17, 2013. **Minutes were unanimously approved.**

**Treasurer:**

- Gregg Dittoe stated the accounts were favorable and no major problems were predicted. The reserve was also discussed.

**Budget and Finance:**

- None

**Modifications Committee:**

- Dennis Corbett stated the committee reviewed and processed three applications at the last meeting.

**Building and Grounds**

- None

**Communications:**

- Craig Johnson stated the Adopt-A-Road kick off went well. Four people volunteered. Keith Christian is to be reimbursed for his expenses. Craig is to determine if more volunteers will be needed next month.
- Changes are being done on the new community directory. There was a discussion regarding how many copies to have printed.

- There was discussion on how to mark the curb on Balao Dr. at the new hiking trail head.
- A discussion on having the board work with DR Paint and Mike Smyth as a committee to oversee the communication of the view fence painting project.
- January 29, 2014, Viola Lanam will walk the stucco fence line to ensure no further repairs need to be done.
- At 11:30 am on January 29, 2014, the committee will meet to devise a plan of action to begin the view fence painting project.

#### Security Committee:

- Gregg Dittoe discussed changing the swing of the clubhouse doors.
- A discussion to paint the curb red or have no parking signs by the hiking trail head on Balao Dr.
- Craig Johnson was asked to send an email to the community regarding speeding and the gate being broken.

#### Community Manager:

- See the attached report. Viola also spoke with Anthony, of Four Peaks, and he stated that there was nothing he could do to keep rabbits out of the dog park.

#### President:

None

#### Old Business

- Three proposals have been obtained for the hiking trail improvements. Gregg Dittoe recommended Trail Blazer with Dennis Smith. His quote was the best and he has a good reputation.
- Richard Hoffman moved to go forward and approve the proposal from Dennis Smith, with Trail Blazer, to build the hiking trail. **Motion carried based on getting approval from the city.**
- Viola Lanam is to check with AAM regarding insurance.

#### New Business

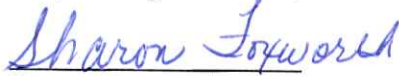
- Dennis Corbett moved to accept the Opt-Out form for the view fence painting that has been proposed. **Motion Carried.**
- Richard Hoffman is to draft the email that will go to the owners that opted out in 2009 at the last view fence painting.
- The current Purchasing and Contracting Policy that went into effect January 31, 2014, states: Requests for proposals solicited by Community Manager or as provided in the SOW. (Unless an exception is granted by the Board of Directors as provided in Section VIII below, Minimum of two [2]bids).
- Dennis Corbett moved to adopt the new revision of the Purchasing and Contracting Policy to wave obtaining two bids for proposals. **Motion Carried.**
- Gregg Dittoe moved to purchase two pieces of exercise equipment for the fitness center (a leg press and a signature service cable motion with dual adjustable pulley) and pay the 10K for it and put it in the Reserves. **Motion Carried.**
- Gregg Dittoe moved to approve the Verizon Resolution as corrected. **Motion Carried.**

- Richard Hoffman moved to accept **Harold Levin** application to join the Budget and Finance Committee to help as needed. **Motion Carried.**
- There was discussion to change the Noise Policy to state no outside noise on Saturdays before 9:00 am or after 5:00 pm and No outside noise on Sunday at all. Richard Hoffman moved to accept the revised policy. **Motion Carried.** The new policy will be posted in the newsletter after a discussion at the February Board Meeting.
- Dennis Corbett moved to order eight (8) doggie waste stations to be placed at each mailbox station. **Motion Carried.**

**Adjournment**

- There being no further business, the meeting was adjourned at 3:10 p.m. The next regular Board meeting will be held on February 27, 2014, at 1:00 pm.

Respectfully submitted,



Sharon Foxworth  
Recording Secretary

Attachments:

Community Manager's Report



## **MANAGEMENT REPORT**

### **Bellasera Homeowners Association**

Submitted by: Viola Lanam, Community Manager

01/15/2015

BOD Meeting Date: January 15, 2015

#### **FINANCIAL:**

- Reviewed and coded invoices for AP processing
- Prepared MTD and YTD variance reports.

#### **VIOLATIONS:**

- Inspections of community completed at intervals.

#### **LANDSCAPE ITEMS/ISSUES:**

- 5' Perimeter wall cleanup has been completed. Anthony is in the process of preparing a schedule for 2014.
- I met with Anthony, January 14<sup>th</sup> regarding rabbit proofing the dog park. He suggested placing netting around the perimeter what is around the tennis courts, however, that is not going to make the park entirely rabbit proof either. Plus the large opening under the gates and beside the gates will be impossible to close off.
- Anthony has been advised of the view fence painting that is proposed for March/April of 2014 and he would like to request that the painting begin where the latest clean-up was accomplished which would give them a little time to start in the area along Brisa.
- A cracked turf irrigation rotor was replaced at the dog park. This was the issue that caused the flooding.
- I advised him that the B&G Committee would be contacting Four-Peaks for the annual review meeting with them.

#### **MANAGER ACTION ITEMS:**

- I attended the Budget and Finance Committee Meeting on December 19<sup>th</sup>.
- I attended the joint meeting regarding the reserve study between Building and Grounds, Budget and Finance and the BOD on January 13<sup>th</sup>.
- Apache Plumbing was contacted to hydro-jet the culverts. The culverts are too large for hydro-jetting. He feels there are only a couple of culverts that really need to be cleaned out and he can provide someone to do that.
- DR Paint has completed the stucco repair and painting of the walls for the first phase of the project.
- DR Paint has completed the re-paint of the striping at the 3-way stop at Corva and Pontebella as well as those at the back gate.
- 100 Transcore gate remotes were ordered on December 19<sup>th</sup>.
- Reviewed tile samples for the steam rooms.

#### **UPCOMING:**

- Preparation of 2014-2015 Budget
- Stucco wall repair and painting; 2<sup>nd</sup> phase.
- View fence painting
- Obtain proposals – correcting doors in clubhouse
- Erosion repairs on the walking trail