

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

**January 21, 2016 – 1:00 PM**

**MINUTES**

**Call to Order**

- Richard Hoffman, President, called the meeting to order at 1:00 p.m. A quorum was present.

**Members Present**

- Richard Hoffman, President; David Reid, Treasurer; Director, Guy Yates, Vice President and Craig Johnson, Director

**Members Absent**

- Kirk Rimsnider, Secretary

**Others Present**

- Viola Lanam, Community Manager, Sharon Foxworth, Office Assistant and two homeowners

**Questions from the Floor**

- The homeowners voiced their concern about the security in the community regarding people entering the community illegally by piggy backing a homeowner through the gate and stealing from homeowners.
- Sharon is to call QuickPass to see if the camera at the back gate can be placed in a better location in order to read license plates at they enter the back gate.
- Sharon is also to check with Park Pro about removing the sensor that lets the gate reopen behind the authorized vehicle if the vehicle trying to piggy back does not have a transponder. As it is now when the gate is starting to close behind the authorized vehicle another vehicle can drive up before the gate is closed and a sensor will reopen the gate allowing an unauthorized vehicle to enter.

**Approval of Minutes**

- Guy Yates moved to approve the minutes of December 18, 2015. **Minutes were unanimously approved.**

**Treasurer and Budget & Finance:**

- David Reid stated there will be a combined meeting with the Budget and Finance Committee the Building and Grounds Committee, the Board Members and Michael Frank to discuss Michael's suggestions.
- David reported on the budget and discussed the finances. David made a motion to put 1.2M in CDs. Three CDs with 200K at six month maturity and three 200K CDs at 12 month maturity. **Motion Carried.**

- Guy Yates made a motion for the board to authorize Marilyn Lillienfeld to move forward on the Reserve Study for three years at \$1,960 per year. **Motion Carried.**
- The collections were good on the accounts receivable.
- There was a discussion on how to update the Reserve Fund data base.

#### **Modifications Committee:**

- Two applications were reviewed and approved.

#### **Building and Grounds**

- Guy Yates stated there has been vandalism on the trails. Boulders were rolled onto the trail to block passage. He will recruit volunteers to help with the repair.
- There was a discussion regarding the tennis court reservations. People have been reserving the tennis courts for a full year. The CC&Rs state it should be on a first come first serve basis and not to reserve the tennis and basketball courts.
- Guy Yates moved to cancel the current tennis court reservation system that is on the Bellasera web site and to have Sharon take the reservations one week at a time. This is to become effective February 1, 2016. **Motion Carried.**
- Craig Johnson will notify Keith Christian with the information for the newsletter.
- It was mentioned that the landscape contract is out for bid this year.

#### **Communications:**

- The Communication Committee met on January 20, 2016. The Committee is still working on the survey for the community.

#### **Security Committee:**

- No meeting was held.

#### **President:**

- Richard stated that there are three board positions that will be open this year. Each position is a two year term with no more than six consecutive years. The three members whose term will be ended are Richard Hoffman, Craig Johnson and David Reid.
- There is no requirement that a board member has to be a full-time resident but it is preferred because of convenience.
- Kirk Rimsnider will be vacating his position as Secretary when his house sells. At that time the board will appoint someone to fill his position until the term is over.
- Craig Johnson will put the information regarding the qualifications for becoming a board member in the newsletter.

#### **Community Manager:**

- See the attached report.

#### **Old Business**

- The Verizon cell tower vote would be too much to combine with the board election at the Annual Meeting; therefore, Richard will ask Verizon to present another proposal during the summer.

- The road project is complete but they need to return and clean the sand and debris out of the culverts and sweep the street of the grit.

**New Business:**

- The Reserve Study was mentioned earlier in meeting.
- Richard moved to renew another three year contract with Spirit Lighting for \$3,999 a year. The color of the lights will remain the same as before. **Motion Carried.**

**Adjournment**

- The meeting dates have already been pre-set for February and March. The dates are; February 25<sup>st</sup> at 1:00 pm and March 24<sup>th</sup> at 1:00 pm.
- There being no further business, the meeting was adjourned at 2:31 p.m.

Respectfully submitted,

*Sharon Foxworth*

Sharon Foxworth  
Recording Secretary

Attachments:

Community Manager's Report

## **MANAGEMENT REPORT**

### **Bellasera Homeowners Association**

Submitted by: Viola Lanam, Community Manager

January 21, 2016

#### **FINANCIAL:**

- Reviewed and coded invoices for AP processing
- Completed December 2015 MTD and YTD Variance reports

#### **VIOLATIONS:**

- Inspections of community completed at intervals.

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

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

- Attended the Building and Grounds Committee meeting on January 19<sup>th</sup> with the main focus being the reserve budget. We will be reviewing the landscape contract and obtaining proposals for recoating the club house roof and reviewing the metal roof.
- Attending the Budget and Finance Committee meeting on January 20<sup>th</sup>.
- The additional crack sealing that was required after the punch list walk has been completed. Cactus Asphalt has also re-installed the railings they removed.. Michael Frank stated there is some rust on the railings. I will be obtaining a proposal for painting of all railings as well as the vehicle gates.
- Steel Creations is behind on the manufacturing of the railings ordered as they had a huge theft. They anticipate beginning fabrication approximately the first part of February with installation around the end of February or first part of March.
- Two new signs were ordered; one to replace the sun damaged sign by the pool and the other is a new sign for the fitness center.
- All Bright Pool and Spa will be making repairs to the beach entrance of the pool. It has not been done as it is too dark in the morning to complete the work. He will need to complete this when it starts to get light earlier.
- The shower head in the women's shower was repaired.
- We are contacting the Association's contract vendors to verify if there will be an increase to their contact amounts.
- Continue to work on the preliminary budget for 2016-2017.
- Obtained a 3-year proposal for the Christmas lights from Spirit Lighting.

#### **UPCOMING:**

- Granite Enhancement