

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

**December 18, 2015 – 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 and Kirk Rimsnider, Secretary

**Others Present**

- Viola Lanam, Community Manager, Sharon Foxworth, Office Assistant

**Questions from the Floor**

- No questions.

**Approval of Minutes**

- After changes were made to the minutes of November 24, 2015, Guy Yates moved to approve the minutes. **Minutes were unanimously approved.**

**Treasurer and Budget & Finance:**

- David Reid and Richard Hoffman closed the account at Chase and transferred to Fidelity. The automatic transfer to the Chase Reserve Account was stopped.
- David suggested the Board look at CDs at Fidelity and have a bond representative speak to the board about bond investments at the January meeting.
- A Reserve Study was proposed for 2016 – 2017. The last one was in 2013.
- The annual Meeting date was set for April 17<sup>th</sup> at 2:00 pm. Three Board positions are up for reelection.
- The Budget and Finance accounts receivable needs to be reviewed and discussed.
- There will be a joint meeting with the Budget and Finance, Building and Grounds and Michael Frank on Thursday, February 18<sup>th</sup> at 1:00 pm. The second option is Friday, February 19<sup>th</sup> at 1:00 pm.
- The upcoming board meetings were set for January 21<sup>st</sup> at 1:00 pm, February 25<sup>th</sup> at 1:00 pm and March 24<sup>th</sup> at 1:00 pm.
- The Budget will be reviewed at the March 24<sup>th</sup> Board meeting and will be presented at the annual meeting on April 17<sup>th</sup> at 2:00 pm.

**Modifications Committee:**

- Three applications were reviewed and approved.

### **Building and Grounds**

- Guy Yates stated the men's shower was repaired.
- The trail is complete and the trail map is being worked on and is almost complete.
- A letter will be sent to the resident at 7601 E. Balao to explain the erosion issue behind her house.

### **Communications:**

- The next communication meeting will be January 12<sup>th</sup> at 8:30 am.

### **Security Committee:**

- The weekend guard is being replaced.
- The Security Committee will interview all new candidates for guard positions.

### **President:**

- Richard stated a walk through was conducted in the community to review the crack sealing and wash repair. The company will return and fix what is needed.
- Since the Verizon proposal was rejected by the community, Richard is to ask Verizon for a different proposal and perhaps have a vote on the new proposal at the Annual Meeting.

### **Community Manager:**

- See the attached report.

### **Old Business**

- The Road Project was discussed earlier.

### **New Business:**

- None

### **Adjournment**

- There being no further business, the meeting was adjourned at 1:50 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

December 18, 2015

### **FINANCIAL:**

- Reviewed and coded invoices for AP processing
- Completed November 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 December 8<sup>th</sup>.
- Attending the Budget and Finance Committee meeting on December 18th.
- The revised Facilities Policy and Violation Policy has been mailed to all residents.
- Richard Hoffman, Guy Yates, Bruce Martin and I met with Tyler Ware for a punch list walk on December 14<sup>th</sup>. The erosion corrections are complete and acceptable. Cactus Paving will be returning to do additional crack sealing.
- The handicapped shower in the men's restroom cracked and is leaking to the outside of the building. We were asked to obtain two more proposals on this issue. We contacted Arizona Consolidated Services and Rainforest Plumbing. ACS gave a proposal for \$600 and it was accepted. When he came out to do the repair he was able to find a part required and the cost went down to \$400.
- The proposal from Steel Creations for installation of additional railings has been accepted.
- The trail markers and decals have been installed by a group of volunteers.
- All Brite Pool Service is very responsive when called for an issue. He has also furnished a proposal to replace the missing white tiles and deck joint repair for areas where the grout is missing. This issue is at the entrance to the pool. The proposal has been accepted.

### **UPCOMING:**

- Median Enhancement