

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

**December 20, 2012 – 2:00 PM**

**MINUTES**

**Members Present**

- Gregg Dittoe, President; Richard Hoffman, Vice President, Joe Pruess, Treasurer, and Ed Szkardnik, Secretary
- Absent: Craig Johnson, Director

**Others Present**

- Viola Lanam, Community Manager; Sharon Foxworth, Administrative Assistant
- Homeowners present: Three homeowners were in attendance.

**Call to Order**

- Gregg Dittoe, President, called the meeting to order at 2:05 p.m. A quorum was present.

**Approval of Minutes**

- Richard Hoffman moved to approve the minutes from the November 29, 2012, regular meeting as submitted. **Minutes were unanimously approved.**

**Committee Reports**

- There were no committee reports due to allowing enough time to discuss the new business.

**Presentation by Bill Schultz – Emerald Security Group**

- Bill Schultz gave a presentation regarding how his company will handle the issue of speeding in the neighborhood.

**Management Report**

- See attached

**New Business**

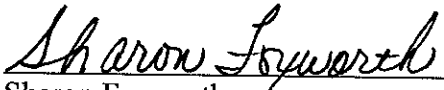
- The stop signs and the monitoring of the speed in the neighborhood were turned over to the Safety and Security Committee for recommendation.
- Richard Hoffman **MOVED** to approve the Second Amended and Restated Policy and Contract for the use of the Bellasera Association Common Area and Recreational Facilities and the Bellasera Dog Park Rules. **Motion Passed**
- Action regarding the Violation Policy was deferred until the January meeting.
- Joe Pruess reviewed the recommendation to move the reserve account from Mutual of Omaha Bank to Chase.

- Joe Pruess **MOVED** to move all Reserve Funds from Mutual of Omaha Bank and transfer to Chase effective by year end and to extend the authority to invest more than \$1M in Chase Investment Accounts. **Motion Passed.**

**Adjournment**

- The next meeting will be held on January 24, 2013, at 2:00 pm. There being no further business, the meeting was adjourned at 4:10 p.m.

Respectfully submitted,



Sharon Foxworth  
Recording Secretary

Attached:  
Community Manager Report

## **MANAGEMENT REPORT**

### **Bellasera Homeowners Association**

Submitted by: Viola Lanam, Community Manager

12/20/2012

BOD Meeting Date: December 20, 2012

#### **FINANCIAL:**

- Reviewed and coded invoices for AP processing
- Reviewed November financials
- Prepared MTD & YTD variance reports

#### **VIOLATIONS:**

- Inspections of community completed at intervals.

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

- Four Peaks removed the debris from the streets after the heavy rain.
- Four Peaks completed erosion repairs behind lots A1, B74 and D65.
- Granite purchased for the trail has been spread and erosion repairs were completed.

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

- Attended a joint meeting of the Building and Grounds and Budget and Finance Committees regarding the reserve study..
- The compressor was rebuilt on the refrigerator
- Pool heater #2 was repaired.
- AZ Pool Wizard completed grouting around the pool and spa.
- Sunland will repair the damaged streets on Thursday, December 20<sup>th</sup>. Once the repairs are completed, Tom McDonald will complete the punch list.
- Attended the Building and Grounds Committee meeting.
- Attended the Budget and Finance Committee meeting and it was determined that the preliminary budget for 2013-2014 is to be presented at the February meeting.
- Tennis net from court #3 was placed on court#2.
- Obtained proposals for security patrol for monitoring speeding within the community.
- Mailing completed as requested at the last meeting for the revised facilities policy.
- Environmental Air worked with us to adjust the thermostats & vents for the winter months.
- An updated Move-In report is attached from September 1<sup>st</sup> through December 31, 2012

#### **UPCOMING:**

- Review all contracts with vendors for budget preparation and where necessary obtain proposals for comparison.