

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

**September 26, 2013 – 3:00 PM**

**MINUTES**

**Members Present**

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

**Members Absent:**

- Joe Pruess, Treasurer

**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 3:03 p.m. A quorum was present.  
Richard asked the audience if they had any questions to please wait until later in the meeting.

**Approval of Minutes**

- Gregg Dittoe moved to approve the minutes from the June 27, 2013, regular meeting.  
**Minutes were unanimously approved.**

**Treasurer:**

- None

**Budget and Finance:**

- Viola Lanam discussed the process of AAM regarding the mailing of the budget and she has invited the people from the accounting department to attend the next Budget and Finance meeting.

**Modifications Committee:**

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

**Building and Grounds Report**

- Bob Huff stated the committee walked the culverts to review the overall condition of them. It was noted there was a lot of vegetation and rocks that needed to be cleared. Viola Lanam stated she has a company that can power wash the area and then Four Peaks Landscape will repair the areas by placing rip rap and dirt to keep erosion to a minimum.

### Communications:

- Craig Johnson stated that only five residents have asked for a printed directory for next year.
- There was discussion to have Bellasera participate in the Adopt A Road program. The fee is \$50.00 for the sign. **The Board agreed unanimously.**

### Security Committee:

- Gregg Dittoe discussed the transponder issues and requests. There is also an issue with people piggy-backing the residents when they enter the community.

### Community Manager:

- See the attached report.

### President:

Richard stated there was no news on the litigation but there should be an update next week.

### • Old Business

- Verizon wants to construct a cell tower with a generator near lot 5015. They will be sending information to the board with more information. The attorney for Bellasera reached out to the resident at lot 5015 and gave them a heads up regarding the intentions of Verizon.

### New Business

- Gregg Dittoe moved to accept the changes to the Transponder Policy. It was also suggested to put the policy in the newsletter. **Motion was unanimously approved.**
- There was discussion to form an Ad Hoc committee to study the life of the view fence regarding the need, if any, to replace. The findings will be added as an item in the Reserve Study. Craig Johnson moved to establish the Ad Hoc committee and to nominate Dennis Corbett as chairman and Gregg Dittoe as a member of the committee. **Motion was unanimously approved.**
- Viola was asked to get examples from the vendors that bid on the front entrance landscape for the board to review before making a decision.
- Dennis Corbett moved to accept the proposal from Spirit Lighting for Christmas lights. **Motion was unanimously approved.**
- There was discussion to obtain more information on the leg press machine and Gregg Dittoe is to meet with the vendor.
- The application submitted by a resident to become a member of the Modification Committee was denied due to there not being a need for another member at this time.
- The appeal for an additional transponder was denied because the evidence did not seem to substantiate the person was a full time resident of Bellasera.
- The appeal by a resident to keep the satellite dish in its current position was denied. The options were to trim trees and lower dish, get a smaller receiver or relocate.

**Adjournment**

- There being no further business, the meeting was adjourned at 5:10 p.m. The next regular Board meeting will be held on October 17, 2013, at 3:00 pm.

Respectfully submitted,



Sharon Foxworth  
Recording Secretary

Attachments:  
Community Manager's Report



## **MANAGEMENT REPORT**

### **Bellasera Homeowners Association**

Submitted by: Viola Lanam, Community Manager

09/23/2013

BOD Meeting Date: September 26, 2013

#### **FINANCIAL:**

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

#### **VIOLATIONS:**

- Inspections of community completed at intervals.

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

- Four Peaks' Maintenance Report for September is attached.
- 5' Perimeter wall cleanup is in process and latest map is attached.
- Scalping of the turf area at the club house and the dog park is scheduled for the second week of October and the over-seeding the following week.

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

- Attended the Building and Grounds Committee meetings.
- Attended the Budget and Finance Committee meetings.
- Forwarded requested changes by the B&F Committee to DJ Vlaming for the reserve study. The revised study has been forwarded to the Board, and the B&F and B&G's Committees.
- The street study survey as provided by Frank Civil Engineering will be published this week.
- The proposal for stucco wall and repair was received from DR Paint. Two more proposals have been requested.
- The rip-rap was installed at the dog park (in lieu of a fence) and around the tennis courts where erosion was occurring.
- A draft of the 2012-2013 YE review by Butler Hansen is expected to be received this week.
- Proposals were received from two vendors for sidewalk panel and curb replacement and the proposal recommended by the Building and Grounds Committee is attached.
- Proposals were received from three vendors for Christmas Lighting at the front entrance. The proposal recommended by the Building and Grounds Committee is attached.
- Proposals were received from three vendors to replace the HVAC unit at the guard house. A proposal is attached for the Boards review.
- The water softener has been replaced.
- The gutters around the club house were repaired as they were leaking.
- Miscellaneous repairs were made as needed, i.e. faded stop signs replaced, stones at mailboxes were re-installed and a the shower handle replaced at the outside shower.

- Sharon and I both continue to field phone calls and e-mails from homeowners.

**UPCOMING:**

- Stucco wall repair and painting.
- Erosion repairs on the walking trail