

**BELSERA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES**

January 22, 2013

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:00 p.m. by President, Ralph Kingery, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124
- MEMBERS PRESENT** Ralph Kingery, President
Simon Mayeski, Vice President
Leslie Pembroke, Treasurer
Patricia Dean, Secretary
Lisa Lehr, Director
- ABSENT** None
- OTHERS PRESENT** Robin Fennell, Community Association Manager, Walters Management
Karoline Whitaker, Recording Secretary, Walters Management
Interested Homeowners
Jeff Locher, Three Phase Electric
- HOMEOWNER FORUM** The meeting was opened for homeowner comments. Topics brought before the Board for discussion were:
- Western Towing
 - Fire lanes
 - Guest Parking
 - Painting of garage trim
 - Landscaping
 - Solar lighting
 - Roofing repairs
- EXECUTIVE SESSION DISCLOSURE** At the November 27, 2012 Executive Session meeting, the Board discussed legal responses regarding towing and a reimbursement assessment.
- APPROVAL OF MINUTES** The Board reviewed the minutes of the November 27, 2012 Board meeting.
- Upon a motion duly made, seconded and unanimously carried; the Board of Directors approved the Regular Session minutes of the November 27, 2012 Board meeting as submitted. (Mayeski/Kingery)
- TREASURER'S REPORT** The Board reviewed the November & December 2012 financials as submitted by Walters Management and indicated that the Board of Directors' review was in compliance with California Civil Code Section 1365.5(a)(1) through (5).
- Upon a motion duly made, seconded and carried unanimously; the Board of Directors approved the November & December 2012 financials as submitted, pending audit. (Pembroke/Lehr)
- AGING REPORT** The Board reviewed the 1/22/13 Aging Report and took the following actions:
- Account 69213
Upon a motion duly made, seconded, and unanimously carried; the Board

voted to send the account to the attorney to begin foreclosure proceedings. (Pembroke/Mayeski)

WESTERN TOWING & PARKING

The Board discussed homeowner complaints regarding Western Towing and offsite vehicle break-ins. No action was taken.

The Board reviewed the parking monitoring log submitted by Summit Security. The current method of reporting is not satisfactory and the Board will submit reporting parameters for Summit Security to incorporate.

SOLAR ENERGY

The Board reviewed information submitted by Ralph Kingery regarding solar PV Systems. The Board will conduct more research to be reviewed at a later date. No action was taken.

LANDSCAPE PROPOSAL AND PLAN

The Board reviewed the priority list for landscape areas submitted by Ralph Kingery. There was discussion about what the next steps should be. The Board requests that the landscape architect, Jim Benedetti, and Ricardo Delgado, Supervisor at Green Valley Landscape be present at the next meeting.

The Board reviewed a proposal in the amount of \$20,010.00 submitted by Green Valley Landscape to install plant material at the bare areas beneath the stairs. This item is tabled to the next meeting.

CITY PARKING REQUIREMENTS

The Board reviewed information obtained from the City and the Association attorney in regards to guest parking. No action was taken.

MOVEMENT OF EXCESS OPERATING FUNDS

Upon a motion duly made, seconded and carried unanimously; the Board voted to transfer \$100,000.00 from the Operating Account to the Reserve Account. (Pembroke/Mayeski)

CHRISTMAS TREE BIN

The Board discussed the effectiveness of having onsite holiday tree recycle bins at a cost of \$600.00. There was discussion on whether to approve this expense for next year. The Waste Management bill will be monitored to determine if the Association was charged a higher rate due to residents contaminating the bins with unauthorized materials.

RESERVE RECOMMENDATION

The Board reviewed a recommendation from David Lynn of Morgan Stanley Smith Barney to continue to ladder the Reserve account by making the following investments:

\$50,000 24-month CD (.75%)

\$100,000 30-month CD (.85%) after the \$100,000 CD matures on 2/8/13

\$94,370 plus interest and \$28,807 monthly contribution to remain liquid in the money market account.

Upon a motion duly made, seconded and unanimously carried; the Board voted to accept the recommendation from Morgan Stanley Smith Barney as submitted. (Pembroke/Kingery)

TENANT BACKGROUND CHECKS This item is tabled to the next meeting.

ARCHITECTURAL APPLICATION The Board reviewed an architectural application submitted by the owners of 11340 Camino Playa Cancun #3 for the installation of replacement windows.

The Board requests a photo of the intended window grids.

RATIFICATION OF ACTION TAKEN The following motions were approved by a Board majority via email:

- ARS Plumbing proposal in the amount of \$4,490.00 to repair a slab leak at 11340 Portobelo #4
- ARS Plumbing proposal in the amount of \$4,490.00 to repair a slab leak at 11384 Portobelo #2/3

Upon a motion duly made, seconded and carried unanimously, the Board voted to ratify the actions taken outside of a meeting for approval of the two slab leak repairs by ARS Plumbing. (Kingery/Mayeski)

ARCHITECTURAL COMPLIANCE This item was tabled to the next meeting.

SOLOAR ADDRESS LIGHTING Jeff Locher, Three Phase Electric, discussed the issues pertaining to repairing the burned out address signs. Jeff will present the Board with a pricing plan for available options.

INFORMATIONAL ITEMS The Board reviewed the following informational items:

- Action list
- Work order log
- Unit Escrow List
- Correspondence
- Calendar/Map


ADJOURNMENT There being no further matters to come before the Belsera Board of Directors, the Regular Session meeting was adjourned at 8:12 p.m and the Board entered Executive Session.

Respectfully submitted,

Karoline Whitaker, Recording Secretary

APPROVED:

 2/26/13
Ralph Kingery, President Date

 2/26/13
Patricia Dean, Secretary Date