

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

**February 25, 2014**

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:00 p.m. by President, Leslie Pembroke, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124
- MEMBERS PRESENT** Leslie Pembroke, President  
Simon Mayeski, Vice President  
Ralph Kingery, Treasurer  
Patricia Dean, Secretary  
Lisa Lehr, Director
- ABSENT** None
- OTHERS PRESENT** Robin Fennell, Community Association Manager, Walters Management  
Karoline Whitaker, Recording Secretary, Walters Management  
Miguel Sibrian, Green Valley Landscape  
Sean Daniels, Private Security  
Interested Homeowners
- HOMEOWNER FORUM** The meeting was opened for homeowner comments. The topics brought before the Board for discussion were:
- Community Safety
  - Tree trimming/bird nesting schedule
  - Replacement tree in front of 11336 Camino Playa Cancun #1
  - Parking dips
- EXECUTIVE SESSION DISCLOSURE** At the January 28, 2014 Executive Session meeting, the Board held a violation hearing and reviewed a request for payment plan.
- APPROVAL OF MINUTES** The Board reviewed the minutes of the January 28, 2014 Board meeting.
- Upon a motion duly made, seconded and unanimously carried; the Board of Directors approved the Regular Session minutes of the January 28, 2014 Board meeting as submitted. (Mayeski/Lehr)
- TREASURER'S REPORT** The Board reviewed the January 2014 financials as submitted by Walters Management and indicated that the Board of Directors' review was in compliance with California Civil Code Section 5500.
- Upon a motion duly made, seconded and carried unanimously; the Board of Directors approved the January 2014 financials as submitted, pending financial review. (Kingery/Pembroke)
- AGING REPORT** No action was needed.
- PAVING PROPOSAL** The Board reviewed a proposal for asphalt repairs, seal coat and striping submitted by Nelson Paving in the amount of \$32,614.00. A second bid has not yet been received by Management.

This item was tabled pending receipt of 2<sup>nd</sup> bid.

**SECURITY INCIDENTS** Sean Daniels, Private Security, was present to discuss the recent security incidences at Belsera. Mr. Daniels explained the guards' role and responsibility when handling situations requiring police involvement.

Robin Fennell explained the violation letter process as it relates to the need to comply with California Civil Code and Belsera's Bylaw requirements to have all complaints in writing by the resident who is making the complaint.

**PARKING UPDATE** Sean Daniels, Private Security, discussed the February parking monitoring results with the Board.

**LANDSCAPE PROPOSALS** The Board reviewed the following proposals submitted by Green Valley Landscape:

- Proposal in the amount of \$58,227.00 to trim, shape and balance approximately 1,196 trees.

This item is tabled pending a second proposal and a priority map to be provided by the Board.

- Proposal in the amount of \$23,360.00 to remove and replace high-priority trees throughout the property.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors approved the landscape proposal in the amount of \$23,360.00. A letter to homeowners informing them of the potential tree removals will be sent prior to work commencing. (Lehr/Kingery)

- Proposal in the amount of \$10,813.00 to add plants in various bare areas labeled as 'priority 2' on the landscaping map submitted by the Board.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors approved the landscape proposal in the amount of \$10,813.00 (Mayeski/Lehr)

- Proposal in the amount of \$975.00 to remove and replace the dying Pear tree near 11210.5 Portobelo.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors approved the landscape proposal in the amount of \$975.00 (Kingery/Mayeski)

**PROPERTY REPAIRS & POWER WASHING** The Board reviewed a proposal submitted by Restoration Systems & Consulting in the amount of \$1,450.00 to repair and reseal the balcony surface of 11352 Portobelo #6.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors approved the proposal in the amount of \$1,450.00. (Dean/Kingery)

The power wash discussion was tabled to the next meeting.

**2014/2015 DRAFT  
BUDGET**

Robin Fennel provided the Board with a draft 2014/2015 budget to prepare for the next meeting.

No action was taken.

**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 8:17 p.m. and the Board entered Executive Session.


Respectfully submitted,

Karoline Whitaker, Recording Secretary

**APPROVED:**

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Leslie Pembroke, President

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Patricia Dean, Secretary

3/27/14  
\_\_\_\_\_  
Date