

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

March 27, 2012

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:01 p.m. by President, Ralph Kingery, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124
- MEMBERS PRESENT** Ralph Kingery, President
Carol Corporales, Vice President
Simon Mayeski, Treasurer
Patricia Dean, Secretary
Leslie Pembroke, Director
- ABSENT** None
- OTHERS PRESENT** Robin Fennell, Community Association Manager, Walters Management
Karoline Whitaker, Recording Secretary, Walters Management
Interested Homeowners
Sean Daniels, Summit Security
Sam Lindsey, City of San Diego
- HOMEOWNER FORUM** The meeting was opened for comments from homeowners. Items brought to the Board for discussion were:
- Hardwood flooring IIC rating
- APPROVAL OF MINUTES** The Board reviewed the minutes of the February 28, 2012 Board meeting.
- Upon a motion duly made, seconded, and unanimously carried; the Board of Directors approved the Regular Session minutes from the February 28, 2012 Board meeting as corrected. (Kingery/Dean)
- TREASURER'S REPORT** The Board reviewed the February 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 unanimously carried; the Board of Directors approved the February 2012 financials as submitted, pending audit. (Mayeski/Kingery)
- AGING REPORT** The Board reviewed the Aging Report as of 3/27/12.
- Discussion on delinquent accounts was held in Executive Session.
- GUEST PARKING** The Board discussed the process of implementing a guest parking pass system for the community. Sean Daniels, Summit Security, was in attendance to explain the pricing plans for several scenarios of monitoring.
- Management will work with Summit Security to develop the new parking rules that need to be in place prior to implementing the guest parking pass system.

LANDSCAPE PLANS

The Board reviewed photos submitted by Ralph Kingery showing areas where mulch and/or plants are needed in stairway areas.

Management will meet with the landscape company, Green Valley Landscape, to get their recommendation on what plants would survive in these areas.

ARCHITECTURAL APPLICATIONS

The Board reviewed the following architectural applications:

1. 11366-4 Camino Playa Cancun – patio improvement
Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the application upon the condition that proper drainage is accounted for and the patio is sloped away from the building.
(Pembroke/Corporales)

2. 11368-8 Portobelo – 2nd floor installation of hardwood flooring.
The owners of the 1st floor unit were in attendance and opposed to the installation.

The Board will review the application to determine if the specs submitted will meet the minimum approved IIC rating of 79.

RATIFICATION OF EMERGENCY ACTION TAKEN

The Board unanimously approved the following proposal via email:

- ARS proposal in the amount of \$4,490.00 for slab leak repair in unit 11252 Portobelo.

Upon a motion duly made, seconded, and unanimously carried; the Board voted to ratify the action taken outside of a meeting for the emergency slab leak repair in unit 11252 Portobelo Drive in the amount of \$4,490.00.
(Pembroke/Kingery)

DRAFT BUDGET REVIEW

The Board reviewed the proposed budget for 2012/2013 submitted by Management. The Board will continue to review the budget and submit recommendations to management.

BRUSH MANAGEMENT

The Board reviewed proposals submitted by Green Valley landscape for brush management.

1. \$7,950.00 to complete brush management with the same scope of work as last year.
2. \$11,950.00 to complete brush management to include lacing of shrubs and trees.

Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the proposal in the amount of \$7,950.00 to complete brush management with the same scope of work as last year. (Dean/Kingery)

RESERVE STUDY

The Board reviewed a proposal in the amount of \$745.00 submitted by Jose Mejares, CPA for an onsite reserve study update in accordance with California Civil Code.

Upon a motion duly made, seconded, and unanimously carried; the Board

voted to approve the proposal in the amount of \$745.00 for an onsite reserve study update. (Kingery/Dean)

BBQ FIRE

The Board reviewed information regarding a fire at 11336-4 Camino Playa Cancun. No action was taken.

PROPERTY REPAIRS

11154 Portobelo

The Board reviewed information submitted by Sam Lindsey, City of San Diego, to install an ADA compliant ramp in the common area at no charge to the Association.

Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the installation of the ramp by Sam Lindsey. (Mayeski/Dean)

The following proposals were submitted by Restorations Systems & Consulting:

1. 11366-4 Camino Playa Cancun – balcony repairs & recoat \$985.00
2. 11376-8 Portobelo – balcony repairs & recoat \$1,285.00
3. 11256 Portobelo – interior repairs due to slab leak \$409.68
4. 11184.5 Portobelo – balcony repairs and recoat \$850.00

Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the above proposals as submitted. (Kingery/Dean)

PAINTING OF BUILDINGS

The Board reviewed a proposal submitted by Varsity Painting in the amount of \$31,628.00 to repaint ^{parts of} the stucco and railing of 54 buildings. The Board requests that Varsity Paint do a test paint of one building for the Board's review.

INFORMATIONAL ITEMS

The Board reviewed the following informational items:

- Action list
- Work order log
- Walkthrough Report
- Correspondence
- Map/Calendar

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:


Ralph Kingery, President

5/1/12
Date


Patricia Dean, Secretary

5/1/12
Date