

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

**April 28, 2009**

- MEMBERS PRESENT** Susan Leverenz, President  
Simon Mayeski, Vice President  
Leslie Pembroke, Treasurer  
Ralph Kingery, Secretary  
Carol Corporales, Director
- OTHERS PRESENT** Michael Yadrick, Community Association Manager, Walters Management  
Robin Fennell, Community Association Manager, Walters Management  
Megan K. Yavel, Recording Secretary, Walters Management  
Roger Benham, LCS Corrosion Consultants  
Interested Homeowners
- CALL TO ORDER** The Belsera Community Association Board of Directors Meeting was called to order at 6:02 PM by Susan Leverenz, President, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124.
- The homeowner with account number 030620 was present to discuss the guest parking enforcement policy. She felt that some guest spots should be converted into open homeowner parking and requested it as a voting item on the ballot for the upcoming election. The Board noted that this would have to be further researched to see what the restrictions from the City are on this matter.
- The homeowner with account number 001940 was present to discuss the after hours pool noise use and noise due to its use. The Board stated that this item was on the agenda for later this evening and will be discussed later. Further discussion ensued regarding the potential liability to the association for those people who want to access the pool by climbing over the fences.
- The homeowner with account number 131620 was present to discuss her request for special plans from the city of San Diego. Discussion ensued regarding how and when the Board could obtain a full copy of the plans from the city.
- The homeowner with account number 020450 was present to discuss the parking violation for two of his vehicles, pictures and written correspondence he submitted. The Board stated that this item was on the agenda for later this evening and will be discussed later.
- MINUTE APPROVAL** The Board reviewed the minutes from the March 24, 2009 meeting. Upon a motion duly made, and carried unanimously the minutes from the March

24, 2009 Board of Directors meeting were approved with amendments.  
(Leverenz/Mayeski)

**TREASURER'S REPORT** The Board reviewed the March 2009 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).

A motion was duly made and carried unanimously to accept the March 2009 financials as submitted pending audit. (Leverenz/Mayeski)

**MANAGEMENT REPORT** **Cathodic Protection:** The Board reviewed information prepared by Ralph Kingery relating to cathodic protection use at Belsera. Roger Benham from LCS Corrosion Consultants was present to discuss the information presented by Ralph Kingery and answer any questions from the Board. Discussion ensued regarding whether or not this is an efficient solution to the slab leak problem in the community. Susan Leverenz proposed additional research on this item and a review of the reserve account. Further discussions were tabled.

**Landscaping Proposal:** The Board reviewed the proposal as prepared by Benchmark for irrigation changes and landscaping at the pool areas. The proposal was as follows:

- o Lower Pool: Irrigation and day lily installation \$334.00
- o Upper Pool: Irrigation and bird of paradise installation \$1,248.00

A motion was duly made and carried unanimously to approve the proposal as submitted for a cost of \$1,582.00. (Kingery/Mayeski)

**Bulletin Board Proposals:** The Board reviewed the samples of bulletin boards for the purpose of installing at the mailboxes for displaying the minutes and other important notices. Discussion ensued regarding the costs and size of the areas that will be available for the boards to be installed. A motion was duly made and carried unanimously to approve the purchase and installation of 5 outdoor enclosed bulletin boards from Peachtree, item number HGRB-20, for \$305 each. (Pembroke/Leverenz)

**Inspector of Elections Proposal:** The Board reviewed the proposal as submitted by Richard Salpietra for Inspector of Election services for the 2009 annual meeting. The cost of the proposal was \$2,500.00 + \$152.50 for postage paid return envelopes for ballot return. A motion was duly made and carried unanimously to approve the proposal for Inspector of Election services from Richard Salpietra and include the option of return postage on the return envelopes for a cost of \$2,652.00 (Mayeski/Kingery)

**Access Control System:** The Board requested Management to obtain preliminary proposal for the installation of an access card system for the pools. The total cost to install the system would be \$13,766.43 plus the

access cards at \$3.99 per card. Discussion ensued regarding possible vandalism to this new system and the number of components that could be vandalized. Further discussion ensued regarding the Board's options for making the pool areas less attractive to late night visitors. Further discussions were tabled.

**Ratification for Action Taken Outside of a Meeting:** A motion was duly made and carried unanimously to ratify the decision made outside of a meeting to approve repairs as a result of a slab leak for the homeowner with account number 034620. (Leverenz/Mayeski)

**Roof Proposals:** The Board reviewed two proposals from Dils roofing for roof repairs. The proposals were as follows:

- Account number 001620                      \$1,625.00
- Account number 002881                      \$2,570.00

A motion was duly made and carried unanimously to approve the proposals for work at the homeowner with account number 001620 for \$1,625.00 and for work the homeowner with account number 002881 for \$2,570.00 as submitted. (Leverenz/Mayeski)

**Top Notch Proposal:** The Board reviewed the proposal submitted by Top Notch Construction for water proofing the leaking garage wall for the homeowner with account number 132670. The total cost for this work was \$3,200.00. Discussion ensued regarding the correspondence received from the homeowner with account number 132650. The Board requested Management contact Top Notch Construction and request they to provide a proposal for both homeowners garages (with account number 132670 and 132650) and provide a better price.

## AGING REPORT

The Board reviewed the aging report summary as of March 25, 2009.

**Lien Resolutions:** A motion was duly made and carried unanimously to approve the resolution to record a lien on the homeowner with account number 002360. (Pembroke/Mayeski)

**Write Off's:** A motion was duly made and carried unanimously to approve writing off account number 032040 in the amount of \$5,220.96. (Pembroke/Leverenz)

A motion was duly made and carried unanimously to approve writing off account number 002940 in the amount of \$4,014.00. (Mayeski/Leverenz)

## BRUSH MANAGEMENT

The Board reviewed proposals from Benchmark, Landsystems and Greenbrier for Brush Management. The proposals were as follows:

Benchmark                      \$7,920.00

Landsystems	\$9,880.00
Greenbrier	\$10,500.00

Discussion ensued regarding when brush management should take place as well as the amount of plant growth. Further discussion ensued regarding the city's brush management responsibilities. A motion was duly made and carried unanimously to approve Benchmark's proposal for brush management in the amount of \$7,920.00 to be paid from the operating account. (Kingery/Mayeski)

## INFORMATIONAL ITEMS

Michael Yadrick presented the Board with the following documents for informational purposes. No action is required.

- Action Item List of 03/24/09
- Maintenance Log of 03/19/09 – 04/23/09
- Drive Through Notes of 03/24/09
- Unit Listing – by address (03/19/09 – 04/23/09)
- Property Information and Map

## CORRESPONDENCE

The Board reviewed correspondence from the homeowner with account number 030620 which requested that the CC&R's be added to the website, minimization of after hours noise at the pool and Jacuzzi, placing timers on the Jacuzzis and add access codes to the pool area instead of the key system. Discussion ensued regarding the CC&R's being added to the website. Susan Leverenz will scan the document and provide it to Simon Mayeski. Other items were previously addressed earlier in the meeting.

The Board reviewed correspondence from the homeowner with account number 001600 which requested that the Board grandfather approval for the pergo flooring installed in their unit in June 2001. Discussion ensued regarding the insulation between the floors. A motion was made and carried unanimously to grandfathering of the pergo flooring installation for the homeowner with account number 001600. (Mayeski/Pembroke)

Further discussion ensued on whether or not the association has the authority to ask for homeowners to submit for the installation of pergo flooring.

The Board reviewed correspondence from the homeowner with account number 030620 which requested reimbursement for \$114.91 for a broken window allegedly broken by the landscapers. Discussion ensued regarding whether or not the landscapers actually damaged the window. Management will research this through the landscapers on their weeding schedule to see if it was in fact the landscapers.

The Board reviewed correspondence from the homeowner with account number 002620 demanding the Board repair cable TV lines outside of the

unit. Discussion ensued regarding whether or not the cable lines are the association's responsibility. Further discussions were tabled until the association can obtain legal counsel's opinion on the matter.

The Board reviewed correspondence from the homeowner with account number 020450 and the homeowner was present. Discussion ensued regarding whether or not the homeowner could rent a carport from another homeowner. A motion was duly made and carried unanimously to allow the homeowner to park in guest parking until July 28, 2009 in order to allow some time for the homeowner to find a permanent solution. (Pembroke/Leverenz)

**NEXT MEETING DATE** The next Board of Directors meeting will be held on Tuesday, May 26, 2009, at the Tierrasanta Recreation Center 11220 Clairemont Mesa Boulevard, San Diego, CA 92124 at 6:00 PM.

**ADJOURNMENT** There being no further business before the Board of Directors, the meeting was adjourned to Executive Session to discuss litigation matters at 7:31 PM.

Respectfully Submitted,

Megan K. Yavel  
Recording Secretary, Walters Management

**APPROVED:**

 5/26/09  
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Susan Leverenz, President Date

 5/26/09  
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Ralph Kingery, Secretary Date