

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

**June 18, 2013**

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:03 p.m. by President, Ralph Kingery, at the upper pool at the Belsera Community Association, San Diego, CA 92124
- MEMBERS PRESENT** Ralph Kingery, President  
Simon Mayeski, Vice President  
Patricia Dean, Secretary  
Leslie Pembroke, Treasurer  
Lisa Lehr, Director
- ABSENT** None
- OTHERS PRESENT** Robin Fennell, Community Association Manager, Walters Management  
Karoline Whitaker, Recording Secretary, Walters Management  
Interested Homeowners  
Sean Daniels, Private Security
- HOMEOWNER FORUM** The meeting was opened for homeowner comments. Topics brought before the Board for discussion were:
- Parking
  - Resident Communication
  - Pool Security
- EXECUTIVE SESSION DISCLOSURE** At the May 28, 2013 Executive Session meeting, the Board reviewed the status of collections on a delinquent account.
- APPROVAL OF MINUTES** The Board reviewed the minutes of the May 28, 2013 Board meeting.
- Upon a motion duly made, seconded and unanimously carried; the Board of Directors approved the Regular Session minutes of the May 28, 2013 Board meeting as amended. (Kingery/Pembroke)
- TREASURER'S REPORT** The Board reviewed the May 2013 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 May 2013 financials as submitted, pending audit. (Pembroke/Lehr)
- AGING REPORT** There were no updates to the previous aging report. No action was taken.
- LIGHTING PROPOSALS** The Board reviewed options to repair the non-functioning address lights at 11194 & 11196 Portobelo Dr. submitted by Three Phase Electric.
- Upon a motion duly made, seconded, and carried unanimously; the Board of Directors voted to approve the Three Phase Electric proposal in the amount of \$605.00 for installation of the address lights at the electric meter closet.

(Dean/Kingery)

**REQUEST TO WAIVE  
FEE**

The Board reviewed correspondence from the owner of account #69195 requesting that the \$50.00 replacement fee for the common area pool key be waived. The pool key was stolen from the owner's vehicle.

Upon a motion duly made, seconded and carried unanimously; the Board voted to waive the \$50.00 key replacement fee. (Kingery/Dean)

**PARKING RULE  
REVIEW**

The Association's attorney, Rick Salpietra, has confirmed that the Board of Directors has the authority to establish rules that will allow for residential parking in the uncovered parking spaces currently reserved for guests only.

The Board reviewed a proposal submitted by Ralph Kingery that would designate 49 uncovered parking spaces as "residential overflow" spaces that residents would be allowed unlimited parking. A permit would still be required. Vehicles could remain in a specific space for no more than 3 days without moving. No changes are to be made to the 7-day rule for uncovered "guest spaces". The current parking enforcement and rules are to remain unchanged until the proposed changes are formally adopted at an upcoming Board of Directors meeting.

Upon a motion duly made, seconded, and carried unanimously; the Board voted to approve the parking rule change proposal as stated above. (Kingery/Pembroke)

**ROOFING PROPOSAL**

The Board reviewed a roofing plan submitted by Paradise Roofing Company that identified the remaining buildings that have not had roof replacement. Paradise roofing submitted a proposal to repair the remaining 27 buildings at a cost of \$458,774.00

The Board requested Management to request a discount from the contractor if all buildings were to be approved for repair. Paradise Roofing offered an additional 2% discount on top of the 8% discount previously offered. This resulted in a total discount of \$45,877.00.

Upon a motion duly made, seconded, and carried unanimously; the Board of Directors voted to approve the Paradise Roofing proposal in the amount of \$412,897.00 for the roofing repairs to 27 buildings. (Lehr/Mayeski)

**FENCE PROPOPOSAL**

Robin Fennell advised the Board that Alpine Fence is recommending that the Board disregard the proposal submitted last month in the amount of \$8,400.00 to replace 40' of panels with aluminum fencing. The area has some rust but does not require immediate repair.

The Board requested this fencing be painted for aesthetics.

**DAY SECURITY AT THE POOLS**

The Board reviewed a proposal submitted by Private Security for random daytime patrol.

A motion was not made to approve the proposal.

**EXCESS FUNDS IN OPERATING ACCOUNT**

The balance of the Association's Operating account is \$295,000. The FDIC deposit insurance limit is \$250,000.00

The Board discussed several upcoming expenditures that will absorb the excess funds. Management will not transfer excess funds to a separate account at this time.

**PAVING PROPOSAL**

The Board reviewed a proposal submitted by Eagle Paving in the amount of \$1,200.00 for asphalt repairs at 11224 Portobelo.

Upon a motion duly made, seconded and unanimously carried; the Board voted to approve the Eagle Paving proposal in the amount of \$1,200.00. (Lehr/Kingery)

**SECURITY DEVISE PROPOSAL**

The Board reviewed a proposal submitted by Knight Security in the amount of \$1,621.00 per pool to install photoelectric security point beams as a way to alert security of unauthorized pool and spa usage. Monthly monitoring is an additional \$40.00 per month.

Upon a motion duly made, seconded and unanimously carried; the Board voted to approve the installation and monthly monitoring of the photoelectric beams at the lower pool only. (Lehr/Dean)

**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 8:40 p.m. and the Board entered Executive Session.

Respectfully submitted,

Karoline Whitaker, Recording Secretary

**APPROVED:**

  
\_\_\_\_\_  
Ralph Kingery, President  
Leslie Pembroke

7/23/2013  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Patricia Dean, Secretary  
7/23/13  
\_\_\_\_\_  
Date