

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

July 23, 2013

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:42 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
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
- HOMEOWNER FORUM** The meeting was opened for homeowner comments. There were no topics brought before the Board for discussion.
- EXECUTIVE SESSION DISCLOSURE** At the June 18, 2013 Executive Session meeting, the Board discussed with legal counsel concerns regarding changing the parking rules.
- APPROVAL OF MINUTES** The Board reviewed the minutes of the June 18, 2013 Board meeting.

Upon a motion duly made, seconded and unanimously carried; the Board of Directors approved the Regular Session minutes of the June 18, 2013 Board meeting as submitted. (Pembroke/Mayeski)
- TREASURER'S REPORT** The Board reviewed the June 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 June 2013 financials as submitted, pending audit. (Pembroke/Lehr)
- AGING REPORT** There was no discussion regarding the aging report.
- YEAR-END PROPOSAL** The Board reviewed a proposal submitted by Jose Mejaras, CPA in the amount of \$880.00 for the annual review of financial statements and preparation of federal and state tax returns.

Upon a motion duly made, seconded, and carried unanimously; the Board of Directors voted to approve the Jose Mejaras proposal in the amount of \$880.00. (Pembroke/Mayeski)

- TERMITE PROPOSAL** The Board reviewed a proposal submitted by Pestgon, Inc. in the amount of \$2,150 for the local treatment of termites found in the attic rafters.
- Upon a motion duly made, seconded and carried unanimously; the Board voted to approve the Pestgon proposal in the amount of \$2,150.00. (Pembroke/Dean)
- PARKING RULE REVIEW** The Board reviewed the draft letter submitted by Management informing the membership of the proposed changes to the parking rules. The proposed rule would allow resident vehicles to park in 50 newly-marked "resident" uncovered parking spaces on a first-come first-served basis.
- A final letter and map will be provided to Management by the Board.
- POOL GATE PROPOSAL** The Board reviewed a proposal submitted by Alpine Fence in the amount of \$8,700.00 to replace 3 gates at the upper pool with galvanized steel gates and side panels.
- Upon a motion duly made, seconded, and carried unanimously; the Board of Directors voted to approve the Alpine Fence proposal for 2 gates only. (Dean/Pembroke)
- LANDSCAPE PROPOPOSALS** The Board reviewed the following landscaping proposals submitted by Green Valley Landscape and Maintenance:
- Install perennial flowering plants and the two monuments at the main entrance, \$802.00
- Upon a motion duly made, seconded, and carried unanimously; the Board of Directors voted to approve the proposal in the amount of \$802.00.
- Add plants to bare areas for priority 1 areas as defined by the schematic provided by the Board, \$13,690.00.
- This proposal is tabled to the next meeting.
- ARCHITECTURAL APPICATION** The Board reviewed an architectural application submitted by the owner of 11208.5 Portobelo for the installation of new windows.
- Upon a motion duly made, seconded, and carried unanimously; the Board of Directors voted to approve the architectural application as submitted. (Dean/Lehr)
- PARKING SIGNAGE** The Board reviewed suggested language to be printed on new parking signage as a result of the proposed parking rules change. The Board will submit final verbiage to Management.
- REQUEST FOR REIMBURSEMENT** The Board reviewed correspondence from the owner of 11034 Portobelo, requesting reimbursement in the amount of \$508.00 for expenses incurred to replace the a/c condenser's discharge line. Owner assumes damage was done by the landscapers.

Green Valley Landscape is currently investigating the claim. This item is tabled awaiting Green Valley Landscape's response.

**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 7:19 p.m. and the Board entered Executive Session.

Respectfully submitted,

Karoline Whitaker, Recording Secretary

APPROVED:



Ralph Kingery, President
Leslie Pembroke,



Date

Patricia Dean, Secretary Date