

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

August 26, 2008

- 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
Megan K. Yavel, Recording Secretary, Walters Management
Interested homeowners
- CALL TO ORDER** The Belsera Community Association Board of Directors Meeting was called to order at 6:00 PM, by Susan Leverenz, President, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124.
- MINUTE APPROVAL** The Board reviewed the minutes from the July 22, 2008 meeting. Upon a motion duly made, and carried unanimously the minutes from the July 22, 2008 Board meeting were approved with amendments.
(Pembroke/Mayeski)
- HOMEOWNER FORUM** The homeowner with account number 131620 was present to discuss the accounting records from prior management companies. The homeowner suggested that a separate company be used for accounting and another company for property management. The Board expressed their interest to afford Walters Management the opportunity to correct the accounting issues and note the comments for future issues.
- OFFICER POSITIONS** Management explained that the Board needs to reassign Board positions at this time. A motion was duly made and carried unanimously to appoint Susan Leverenz to President, Simon Mayeski to Vice President, Ralph Kingery to Secretary, Leslie Pembroke as Treasurer and Carol Corporales to Member at Large. (Mayeski/Kingery)
- TREASURER'S REPORT** The Board reviewed the July 2008 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).
- Leslie Pembroke requested that a \$750.00 item for barbecue replacement be recoded from reserves to reimburse the operating account. Management will follow up with a reserve check requiring two board members signatures.

A motion was duly made and carried unanimously to accept the July 2008 financials as submitted pending audit. (Pembroke/Mayeski)

MANAGEMENT REPORT Pool Furniture Proposal: The Board reviewed the proposal from Patio Guys to re-strap and paint all the pool furniture (Chaise lounges, Chairs, and tables) and replacement of the umbrellas and umbrella bases. The proposal was for \$7,773.31. Discussion ensued regarding whether or not it would be cheaper to purchase new furniture or refurbish the current furniture. A motion was duly made and carried unanimously to approve the proposal as submitted for \$7,773.31 to be paid from the reserve account. (Leverenz/Kingery)

It was recommended by the homeowner with account number 000160 was present that the association contact Saddleback Furniture in Kearney Mesa and see if they can provide a bid. Management will follow up with Saddleback and provide the Board with a proposal if the fees are less than the current bid.

Pool/Spa Re-plastering Proposals: The Board reviewed proposals from contractors to re-plaster the pool and spas. The proposals were as follows:

- Pool Doctor, Inc. \$19,940.00
- PS 2000 \$21,135.00
- Norris Pools, Inc. \$16,865.00
- Bart the Plaster Man \$27,816.00

Discussion ensued regarding whether or not the plastering needs to be completed at this time. A motion was duly made and carried unanimously to table the proposal for pool and spa re-plastering until Spring 2009. (Leverenz/Mayeski)

Architectural Applications: The Board reviewed the architectural applications submitted for owners desiring to make exterior changes to their units. The applications were as follows:

- **Account number 030404** – Porch Light Replacement. The homeowner wasn't present to discuss the application. A motion was duly made and carried unanimously to approve as submitted. (Pembroke/Leverenz)
- **Account number 130630** – Screen Door replacement. The homeowner wasn't present to discuss the application however did submit all the required paperwork and chose a pre-approved door.

A motion was duly made and carried unanimously to approve as submitted. (Pembroke/Leverenz)

- **Account number 030630** – Window Replacement. The homeowner wasn't present to discuss the application, however did submit all the required paperwork and chose pre-approved windows. A motion was duly made and carried unanimously to (Leverenz/Kingery)

Ratifications 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 the proposal from ARS for hot & cold water re-pipe at 11070 Portobelo Dr. for a cost of \$6,738.00 to be paid from the operating account. (Mayeski/Kingery)

A motion was duly made and carried unanimously to ratify the decision made outside of a meeting to approve the proposal from ARS for cold water re-pipe at 11352-6 Portobelo Dr. for a cost of \$1,965.00 to be paid from the operating account. (Leverenz/Kingery)

Roofing RFP for Bidding: The Board reviewed the matrix and RFP prepared by Ralph Kingery who documented the addresses where roof repairs are needed. Discussion ensued regarding how the information came to be on the matrix from the Dills report. Simon Mayeski noted that some of this work has been completed but we don't know what repairs have been completed. It is requested for the bid process that the vendors bidding the job provide an update on the items included on the RFP and indicate whether or not work is already completed. A motion was duly made and carried unanimously to approve the RFP as amended. (Leverenz/Pembroke) Management is to solicit bids from contractors for submittal and presentation at the September Board meeting.

Discussion ensued regarding the hiring of a third party to review and inspect the progress of the roof repairs. A motion was duly made and carried unanimously to send out the RFP's out to bid. (Leverenz/Mayeski)

Management noted that gutter cleaning proposals should also be submitted from companies that are submitting the roof repairs, as gutter cleaning is in need throughout the community.

Interior Repairs Proposals: The Board reviewed the proposals for interior repairs following a slab leak that occurred at 11072 Portobelo Dr. The proposals were as follows:

- Paul Davis Restoration \$4,571.76

- Immediate Response \$3,064.68

Discussion ensued regarding the interior repairs needing to be completed are in the unit below and the leak was from the water pipes that service the upstairs unit. Further discussion ensued regarding water pressure PSI and how it is measured. Several other discussions ensued regarding maintenance responsibility.

A motion was made by Simon Mayeski, seconded by Ralph Kingery to approve Immediate Response for \$3,064.68 be paid from the operating account. The motion failed with Carol Corporales, Leslie Pembroke and Susan Leverenz against.

~~The Board requested Management to get a legal opinion on this matter.~~

Aging Report and Delinquencies: The Board reviewed the aging report summary dated 08/22/08 and the resolutions to record liens. A motion was duly made and carried unanimously to approve the resolution to record a lien on the homeowner with account number 002360. (Pembroke/Leverenz)

A motion was duly made and carried unanimously to approve the resolution to record a lien on the homeowner with account number 018850. (Pembroke/Leverenz)

A motion was duly made and carried unanimously to approve the resolution to record a lien on the homeowner with account number 137640. (Pembroke/Leverenz)

The Board reviewed the reports and recommendations from Anderson and Krieger. Discussion ensued regarding the actions to be taken on the accounts as listed. The Board authorizes Anderson & Krieger to send a letter to the bank requesting payment.

CORRESPONDENCE

Discussion ensued regarding the towing reimbursement for the homeowner with account number 132640. A motion was duly made and carried unanimously to deny the reimbursement for towing for the homeowner with account number 132640. (Mayeski/Leverenz)

INFORMATIONAL ITEMS

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

- Action Item List of 07/22/08
- Maintenance Log of 07/01/08 – 08/19/08
- Drive Through Notes of 07/22/08

- Top Notch Notes from 07/10/08 – 07/25/08
- Unit Listing – by address (07/01/08 – 08/19/08)
- Property Information and Map


NEXT MEETING DATE The next Board of Directors meeting will be held on Tuesday, September 23, 2008, 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 at 7:47 PM.

Respectfully Submitted,

Megan K. Yavel
Recording Secretary, Walters Management

APPROVED:

 9.23.08

Susan Leverenz, President Date

 9/23/08

Ralph Kingery, Secretary Date