

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

**August 26, 2014**

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:00 p.m. by President, Simon Mayeski, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124
- MEMBERS PRESENT** Simon Mayeski, President  
Martin Molina, Vice President  
Ralph Kingery, Treasurer  
Patricia Dean, Secretary  
Bonnie Alexander, 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. The topics brought before the Board for discussion were:
- Papers being left at the mailboxes
  - Implementation of regular termite inspections
  - Process to submit architectural applications
  - Noise from air conditioners
  - Collection of tenant information
- EXECUTIVE SESSION DISCLOSURE** At the July 22, 2014 Executive Session meeting, the Board held a violation hearing.
- APPROVAL OF MINUTES** The Board reviewed the minutes of the June 25, 2014 Board meeting.
- Upon a motion duly made, seconded and carried unanimously; the Board of Directors approved the Regular Session minutes of the June 25, 2014 Board meeting as submitted. (Dean/Kingery)
- ANNUAL ELECTION RESULTS** In accordance with Civil Code §5120(b), the results of the Annual Election held on 07/22/14/14 are:
- |                     |           |         |
|---------------------|-----------|---------|
| 1. Ralph Kingery    | 210 votes | Elected |
| 2. Martin G. Molina | 179 votes | Elected |
| 3. Bonnie Alexander | 31 votes  | Elected |
- Each elected member will serve a 2-year term.
- TREASURER'S REPORT** In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statements for the months ending June and July 2014. Based on this review, the Association is in compliance with Civil Code requirements.
- Upon a motion duly made, seconded and carried unanimously; the Board of Directors accepted the June and July 2014 financial statements pending the

annual review. (Mayeski/Dean)

## **PROPERTY REPAIRS**

The Board reviewed the following property repair proposals:

- Proposal in the amount of \$1,295.00 submitted by Pestgon for local treatment of termites found in the attic and trusses and studs and joist and the bedroom window framing of 11368 Portobelo Dr #8.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors voted to approve the Pestgon proposal in the amount of \$1,295.00. (Kingery/Dean)

- Proposal in the amount of \$3,210.00 submitted by Restoration Systems & Consulting to clean and repair rodent damage in the attic of 11268 Portobelo Dr. Pestgon's proposal was in the amount of \$3,400.00.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors voted to approve the Restoration Systems & Consulting proposal in the amount of \$3,210.00. (Kingery/Dean)

- Proposal in the amount of \$1,415.00 submitted by Restoration Systems & Consulting to refasten the plywood substrate joints on the balcony of 11376 Camino Playa Cancun #1.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors voted to approve the Restoration Systems & Consulting proposal in the amount of \$1,415.00. (Dean/Kingery)

- Proposal in the amount of \$2,536.00 submitted by Aqua Pool Service to repair the spa light and power cord at the upper pool. Three Phase Electric's proposal was in the amount of \$3,464.00.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors voted to approve the Aqua Pool Service proposal in the amount of \$2,536.00. (Kingery/Dean)

## **UTILITY DOOR REPLACEMENT**

The Board reviewed a proposal submitted by Saddleback Fence to replace seven (7) remaining doors that were not included in the original quote and to re-do four (4) doors that were poorly fixed by another contractor at a cost of \$1,695.00 each.

Upon a motion duly made, seconded and carried unanimously; the Board of Directors voted to approve fixing only the seven (7) doors that have not been replaced for a total cost of \$11,865.00. (Kingery/Dean)

## **TREE REMOVAL/ REPLACEMENT PROPOSALS**

The Board reviewed the following proposals submitted by Green Valley Landscape for tree removal & replacement throughout the Association:

- 11178 Portobelo – remove & replace dying Pear tree in the amount of \$650.00

Upon a motion duly made, seconded and carried unanimously; the Board of Directors voted to approve the removal of the Pear tree with no replacement in the amount of \$300.00. (Kingery/Dean)

- 11368 Portobelo #2 – remove & replace Pear tree in the amount of \$550.00 to prevent future damage to a/c condensers.

Upon a motion duly made and seconded, the Board of Directors voted to approve the removal of the Pear tree with no replacement in the amount of \$200.00. Ralph Kingery voluntarily recused himself from the vote. The motion passed. (Molina/Dean)

- 11122 Portobelo – remove & replace dead Pear tree in the amount of \$550.00

Upon a motion duly made, seconded and carried unanimously; the Board of Directors voted to approve the removal and replacement of the Pear tree in the amount of \$550.00. (Kingery/Dean)

#### **RATIFICATION OF ACTIONS TAKEN**

The following emergency repairs were approved by a Board majority via email:

- Slab leak repair at 11368 Portobelo #2 in the amount of \$4,490.00 by ARS Plumbing.
- Repair of patio due to sewer blockage at 11016 Portobelo in the amount of \$3,850.00 by Restoration Systems and Consulting.

Upon a motion duly made, seconded and carried unanimously; the Board voted to ratify the actions taken outside of a meeting for approval of the above proposals. (Dean/Kingery)

#### **RESERVE RECOMMENDATION**

The Board reviewed a recommendation from David Lynn of Morgan Stanley Smith Barney to continue to ladder the Reserve portfolio by reducing the money market balance by making the following investments:

\$100,000 12-month CD

\$100,000 24-month CD

\$100,000 36-month CD

\$171,157 plus \$25,000 monthly contribution & interest to remain liquid

Upon a motion duly made and seconded, the Board voted to approve an investment of \$300,000 in three (3) 12-month CDs of \$100,000 each. The motion passed. (Dean/Mayeski)

#### **ARCHITECTURAL APPLICATION**

The Board reviewed and discussed an architectural application submitted by the owner of 11330 Camino Playa Cancun #2 to install a new air conditioner unit to the common area.

Upon a motion duly made, seconded and unanimously carried; the Board voted to approve the architectural application as submitted. (Kingery/Alexander)

**TENANT  
REGISTRATION FORM**

This item is tabled to the next meeting.

**CONTRACT INCREASES**

The Board reviewed the following notifications from contracted vendors regarding proposed contract increases:

- Green Valley Landscape – increase of \$438.00 per month and updated pricing for "Extra Plant Material".

Upon a motion duly made, seconded and unanimously carried; the Board voted to approve the \$438.00 per month increase in the Green Valley Landscape contract for landscaping services. (Kingery/Dean)

- Protec Building Services – increase of \$1.50 per billable hour.

Upon a motion duly made and seconded, the Board voted to approve the \$1.50 per billable hour increase in the Protec Building Services contract for maintenance services. Simon Mayeski voluntarily recused himself from the vote. The motion passed. (Kingery/Dean)

**INFORMATIONAL  
ITEMS**

The Board reviewed the following informational items:

- Action list
- Work order log
- Unit Escrow List
- Correspondence
- Calendar/Map

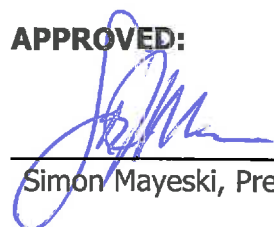
**ADJOURNMENT**

There being no further matters to come before the Belsera Board of Directors, the Regular Session meeting was adjourned at 6:55 p.m. and the Board entered Executive Session.

Respectfully submitted,

Karoline Whitaker, Recording Secretary

**APPROVED:**

  
\_\_\_\_\_  
Simon Mayeski, President                      9/23/14                      Date

  
\_\_\_\_\_  
Patricia Dean, Secretary                      9/23/14                      Date