

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

October 22, 2013

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:00 p.m. by President, Leslie Pembroke, at the Tierrasanta Recreation Center, 11220 Clairemont Mesa Boulevard, San Diego CA 92124
- MEMBERS PRESENT** Leslie Pembroke, President
Simon Mayeski, Vice President
Ralph Kingery, Treasurer
Patricia Dean, Secretary
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. The topic brought before the Board for discussion was a suggestion to add landscaping plans to the Belsera website for homeowner access.
- EXECUTIVE SESSION DISCLOSURE** At the September 24, 2013 Executive Session meeting, the Board reviewed the status of a unit in architectural noncompliance.
- APPROVAL OF MINUTES** The Board reviewed the minutes of the September 24, 2013 Board meeting.

Upon a motion duly made, seconded and unanimously carried; the Board of Directors approved the Regular Session minutes of the September 24, 2013 Board meeting as amended. (Mayeski/Kingery)
- TREASURER'S REPORT** The Board reviewed the September 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 September 2013 financials as submitted, pending audit. (Kingery/Lehr)
- AGING REPORT** No action was taken.
- OWNER DOCUMENTATION** The Board discussed implementing a requirement that landlords provide their tenants with a copy of the Rules & Regulations and submit a form to Management reporting that the tenant has received the Belsera Rules & Regulations booklet.

Upon a motion duly made and seconded, the Board voted to approve Management to research the logistics of implementing a Rules & Regulations registration system. The motion passed. (Dean/Pembroke)

LANDSCAPE PROPOSAL The Board reviewed a proposal submitted by Green Valley Landscape in the amount of \$13,531.00 to dethatch and overseed the lawn areas.

The Board rejected the proposal.

REQUEST FOR REIMBURSEMENT

The Board reviewed correspondence from the owner of 11034 Portobelo who is requesting the Board to reconsider the denial to his reimbursement request in the amount of \$575.00 for damaged a/c lines. The homeowner believes that the damage was caused by the landscapers. The landscaping supervisor reviewed the claim and noted that there are no plants that require trimming in this area and therefore is unlikely that the landscapers cut the wires. Members of the Board have also physically inspected the area and agree that it is unlikely that the landscapers would have a need to use their equipment in this area.

The original ruling to deny the claim stands.

PROPERTY REPAIR PROPOSALS

The Board reviewed the following property repair proposals submitted by Restoration Systems and Consulting, Inc:

- Gutter and downspout cleaning in the amount of \$7,995.00
Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the Restoration Systems proposal in the amount of \$7,995.00.
- Stucco repair and waterproofing exterior wall at 11036 Portobelo in the amount of \$750.00.
Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the Restoration Systems proposal in the amount of \$750.00.
- Installation of French Drain at the free standing garage of 11326 Portobelo #5 in the amount of \$7,050.00.
Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the Restoration Systems proposal in the amount of \$7,050.00.
- Balcony repair of 11306 Camino Playa Cancun #8 in the amount of \$1,725.00.
Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the Restoration Systems proposal in the amount of \$1,725.00.

TERMITE PROPOSALS

The Board reviewed a proposals submitted by Pestgon, Inc. for termite treatments:

- \$926.00 to treat for termites found in the attic joists, detached garage attic and garage door frames of 11352 Portobelo #4.
- \$495.00 to treat for termites found in the detached garage door jambs and garage attic trusses of 11352 Portobelo #5.

Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve the Pestgon proposals in the amounts of \$926.00 & \$495.00. (Mayeski/Lehr)

REVISED COLLECTION POLICY

The Board reviewed a revised collection policy submitted by the Association's attorney, Richard Salpietra. The policy is being revised to reflect the new Civil Code statute number references that will take affect on January 1, 2014.

Upon a motion duly made, seconded, and carried unanimously; the Board voted to approve the revised Collection Policy as submitted by Richard Salpietra. (Pembroke/Dean)

ARCHITECTURAL APPLICATION

The Board reviewed an architectural application for replacement windows submitted by 11360 Portobelo Dr. #5.

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

INFORMATIONAL ITEMS

The Board reviewed the following informational items:

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

TEMPORARY ADJOURNMENT

There being no further matters to come before the Belsera Board of Directors, the Regular Session meeting was temporarily adjourned at 6:47 p.m. and the Board entered Executive Session.

RECONVENE

The Regular Session meeting was reconvened at 7:35 p.m.

INTENT TO FORECLOSE

During Executive Session, the Board unanimously voted to begin foreclosure proceedings on the delinquent account of APN 373-521-22-21.

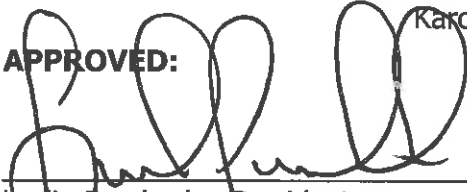
ADJOURNMENT

There being no further matters to come before the Belsera Board of Directors, the Regular Session meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Karoline Whitaker, Recording Secretary

APPROVED:



Leslie Pembroke, President

Date

Patricia Dean, Secretary

Date