

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

**November 27, 2012**

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:01 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  
Leslie Pembroke, Treasurer  
Patricia Dean, Secretary
- ABSENT** Lisa Lehr, Director
- 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. Topics brought before the Board for discussion were:
- Fence behind 11074 P not finished
  - Paint on windows
  - Utility doors
  - Parking rules
  - Trim around garage doors
  - Tree droppings at upper pool
  - Height of bushes
- EXECUTIVE SESSION DISCLOSURE** At the August 13, 2012 Executive Session meeting, the Board conducted a violation hearing and discussed the security contract.
- APPROVAL OF MINUTES** The Board reviewed the minutes of the October 23, 2012 Board meeting.
- Upon a motion duly made, seconded and unanimously carried; the Board of Directors approved the Regular Session minutes of the October 23, 2012 Board meeting as submitted. (Mayeski/Dean)
- TREASURER'S REPORT** The Board reviewed the October 2012 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 October 2012 financials as submitted, pending audit. (Pembroke/Kingery)
- AGING REPORT** The Board reviewed the 11/27/12 Aging Report and took the following actions:
- Account 69178 – This item is tabled to the next meeting.
- Upon a motion duly made, seconded, and unanimously carried; the Board authorized the recording of a Lien against the property of the following

members to collect on delinquent assessments in accordance with the Association's Collection Policy and Civil Code requirements as outlined in the Resolution to Record Liens presented to the Board (Kingery/Pembroke):

- 69356 (\$1,148.00) -- resubmit to include spouse's name
- 69213 (\$994.00)

### **SOLAR LIGHTING ADDRESSES**

The Board discussed the electrical issues surrounding the address signs that need to be rewired to work properly. None of the available solar address signs are conducive to the Belsera aesthetics.

Upon a motion duly made, seconded, and unanimously carried; the Board voted to approve fixing the existing signage in the least intrusive way as possible. (Kingery/Dean)

### **TERMITE PROPOSALS**

The Board reviewed the following Pestgon proposals for termite treatment:

- 11192 Portobelo – Termites found in attic rafters and balcony slider frame. \$1,250.00. Door frame is homeowner responsibility to maintain.

Upon a motion duly made, seconded and carried unanimously; the Board voted to approve the Pestgon proposal for the treatment of termites in the attic rafters only. (Kingery/Mayeski)

- 11194 Portobelo – Termites found in attic rafter and sheathing. \$595.00.

Upon a motion duly made, seconded and carried unanimously; the Board voted to approve the Pestgon proposal in the amount of \$595.00. (Kingery/Mayeski)

### **HOMEOWNER REQUEST FOR MAINTENANCE**

The Board reviewed a request from the owner of 11326 Portobelo #5 to reconfigure the gutter so that water drains in an alternate location. Protec Maintenance reported that the drainage issue is due to the installation of tiles on the patio that do not allow for proper drainage.

Upon a motion duly made and seconded; the Board voted to approve moving the downspout as a one-time goodwill gesture. Any additional expenses to correct the problem will be the homeowner's responsibility to incur. The motion passed. (Dean/Pembroke)

### **CITY PARKING REQUIREMENTS**

The Board reviewed information obtained from the City and the Association attorney in regards to guest parking. No action was taken.

### **CHRISTMAS TREE BIN**

The Board reviewed a proposal submitted by Waste Management for the delivery of a Christmas tree bin to be delivered 12/27/12 and removed 1/9/13.

Upon a motion duly made, seconded and carried unanimously; the Board voted to approve two (2) tree bins to be delivered at a cost not to exceed \$600.00. (Dean/Pembroke)

**RESERVE  
RECOMMENDATION**

The Board reviewed recommendations from David Lynn of Morgan Stanley Smith Barney to continue to ladder the Reserve account by making the following investments:

\$100,000 3-year CD (1.05%)

\$103,492 plus interest and \$28,807 monthly contribution to remain liquid in the money market account.

Upon a motion duly made, seconded and unanimously carried; the Board voted to accept the recommendation from Morgan Stanley Smith Barney. (Pemroke/Kingery)

**SECURITY PROPOSAL**

The Board reviewed options for security and parking enforcement submitted by Summit Security.

Upon a motion duly made, seconded and unanimously carried; the Board voted to approve hiring Summit Security to provide 1 officer for 30 minutes of nightly patrol service at a cost of \$750.00 per month. (Mayeski/Pembroke)

**PAINTING ADDENDUM**

The Board reviewed photos submitted by Varsity Painting showing that some of the stairs were previously painted the wrong color. Varsity Painting can color match these stairs for \$300.00.

Upon a motion duly made, seconded and unanimously carried; the Board voted to approve the Varsity Painting proposal in the amount of \$300.00. (Mayeski/Kingery)

**PLANTING PLAN**

The Board reviewed documentation submitted by Ralph Kingery that showed various locations throughout the property where landscaping improvements are needed.

The Board instructed Management to obtain proposals to landscape the areas that currently have no plants.

**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 7:41 p.m and the Board entered Executive Session.

Respectfully submitted,

Karoline Whitaker, Recording Secretary

**APPROVED:**

Ralph Kingery      1/22/13  
Ralph Kingery, President      Date

Patricia Dean      1/22/13  
Patricia Dean, Secretary      Date