

**BELSERA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MINUTES
JANUARY 23, 2024**

- CALL TO ORDER:** Community Association Manager, Michelle Monahan, called the Board of Directors meeting of the Belsera Community Association to order at 5:32 p.m., via Zoom.
- BOARD MEMBERS PRESENT:** Ken Schulte, President
Simon Mayeski, Vice President
Carol Corporales, Secretary
Melissa James, Treasurer
- MANAGEMENT REPRESENTATIVES:** Michelle Monahan, Community Manager, Walters Management
Jenny Voss, Recording Secretary, Walters Management
- OTHERS PRESENT:** Eight (8) interested homeowners
Kristen Davis & Donald Bienvenue, Capstone Representatives
- EXECUTIVE SESSION DISCLOSURE:** During the November 28, 2023 Executive Session meeting, the following items were discussed:
- Minutes
 - Collections
 - Legal
 - Owner Requests
- HOMEOWNER FORUM:** **Homeowner Forum**
A time was provided for homeowners in attendance to share any questions, comments, or concerns. There were eight (8) owners present. Topic discussed:
- Fannie Mae qualification status
 - Trashbin storage (relocate to behind lower mailboxes)
 - Cable wiring in attics for exclusive unit cable service
 - Fire wall inspections
- APPROVAL OF MINUTES:** **November 28, 2023, General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the November 28, 2023, General Session Meeting.
- After discussion and upon a motion duly made, seconded, and unanimously carried, the Board approved the November 28, 2023, General Session Minutes as submitted. (Mayeski/Schulte)*
- FINANCIAL REPORTS:** **Financial Report – November & December 2023**

Management presented the Board with the financials ending November and December 2023.

In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statements for the month ending November and December 2023. Based on this review, the Association is in compliance with Civil Code requirements. Upon motion duly made, seconded, and carried unanimously, the Board accepted the November and December 2023 financial statements pending the annual review. (Corporales/Mayeski)

Resolution 5380 (b) (6) – November and December 2023

Management presented the resolutions related to approved Assembly Bill 2912, allowing for the payment of bills more than \$10,000.00 (i.e., water bills, etc.) between meetings.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the Resolutions 5380 (b) (6) for November and December 2023 as presented. (Corporales/Mayeski)

Investment Recommendations

Upon a motion duly made, seconded and carried unanimously, the Board approved the following investment recommendations as proposed by David Lynn Wealth Management: (Mayeski/Schulte)

- \$200,000 36-month CD (4.5%) after the \$200k CD matures on February 7
- \$221,892 plus interest and the monthly contribution to remain in the money market

Collections

No action needed.

ACTION ITEMS:

Spa Jets Estimate

Management provided the Board with a proposal from Surf City Pools to repair the failed spa jets, including a new pump, in the amount of \$2,997.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal from Surf City pools in the amount of \$2,997 to repair the failed spa jets and install a new pump. (Schulte/Corporales)

Reserve Study Proposal

Upon a motion duly made, seconded and carried unanimously, the Board approved the proposal from Brian McCaffery to prepare the 2024-2025 Level III Reserve Study at a cost of \$475.00. (Mayeski/Schulte)

Capstone Recommendation

Representatives from Capstone were present to discuss with the Board the services the company can provide to proactively do a “harden” against wildfire prevention and response, and answer any questions the Board may have.

Following discussion, the Board considered following up with Captone in the allotted 90-day proposal time frame for an adjusted rate based on Belsera HOA’s needs and what the Association is able to budget for. This will be an ongoing discussion

OWNER REQUESTS:

Outdoor Grills

Management provided the Board with emailed correspondence from a resident with concerns about other residents using outdoor grills which is against the Association rules. The Board instructed management send out a rules reminder regarding the non-use of outdoor grills in the Association.

11140 Portobelo Tow Reimbursement

Management provided a reimbursement request from the resident of 11140 Portobelo for towing expenses. It was determined that this was a legitimate/valid tow by the Association contracted parking monitor company; therefore, upon a motion duly made, seconded and carried unanimously, the Board denied the request for reimbursement.
(Corporales/Shulte)

Next Meeting

The next Regular Meeting is scheduled for February 27, 2024, at 5:30 p.m. via Zoom.

Adjourn

There being no further business to come before the Board, the meeting was adjourned to Executive Session at 7:02 p.m.

ATTEST:

Respectfully submitted,

Jenny Voss, Recording Secretary

APPROVE:



Board Member

02/29/2024

Date