

**BELSERA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MINUTES
January 24, 2023**

- CALL TO ORDER** Interim Community Association Manager Julie Bigelow, PCAM, CCAM, called the Board of Directors meeting of the Belsera Community Association to order at 6:00 p.m., via Zoom.
- BOARD MEMBERS PRESENT:** Ken Schulte, President
Simon Mayeski, Vice President
Carol Corporales, Secretary
- BOARD MEMBER ABSENT:** Melissa James, Treasurer
- MANAGEMENT REPRESENTATIVES:** Julie Bigelow, Interim Community Manager, Walters Management
Michelle Monahan, Community Manager, Walters Management
- OTHERS PRESENT:** Five (5) interested homeowners.
- EXECUTIVE SESSION DISCLOSURE:** The Board held an Executive Session meeting following the January 24, 2022, General Session meeting to discuss enforcement matters.
- HOMEOWNER FORUM:** **Homeowner Forum**
A time was provided for homeowners in attendance to share any questions, comments, or concerns. There were five (5) owners present.
Topic discussed:
- Clogged drain on a patio.
 - Permanent repair for said slab leak.
 - Association's pet policies.
- APPROVAL OF MINUTES:** **November 22, 2022, General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the November 22, 2022, General Session Meeting.
- After discussion and upon a motion duly made, seconded, and unanimously carried, the Board approved the November 22, 2022, General Session Minutes as submitted.*
- FINANCIAL REPORTS:** **Financial Report - November 2022**
Management sent out the November 2022 financial report under separate cover.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the October 2022 Financial Report as submitted, pending the review by the Association CPA as required by California Civil Code 5500.

Resolution 5380 (b) (6) - November and December 2022

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. The enclosed resolutions incorporate the language recommended by the Association's attorney and will be in every board packet in the future, updated to the current month.

Management announced that the following checks were cut during the past month:

- Green Valley Landscape - Check for \$12,619.00 for landscape maintenance.
- Western Tree - Check for \$32,740.00 for tree trimming.
- Western Tree - Check for \$36,700.00 for tree trimming.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the Resolutions 5380 (b) (6) for November and December 2022 as presented.

Management Report

**MANAGEMENT
REPORT:**

Ratify Repairs

Management advised that the following proposals and architectural applications were approved between Board meetings since the last meeting on November 22, 2022:

1. 11126 Portobelo interior repair \$1,445.00.
2. 11138 Portobelo stucco flashing \$2,570.00.
3. 11340-2 CPC interior repairs \$1,675.00.
4. 11212 Portobelo exterior repairs \$710.00.
5. 11316 CPC interior repair \$1,065.00
6. 11316 CPC interior repair (2) \$785.00.
7. 11130 Portobelo Dr. interior repairs \$1,490.00.
8. 11136 Portobelo interior bathroom repair \$665.00.
9. 11130 Portobelo interior repairs \$1,470.00.
10. 11340-3 CPC termite treatment \$550.00.
11. 11376-3 CPC termite treatment \$1,150.00.
12. 11326-2 CPC asbestos testing \$540.00.
13. HOA Fire Extinguisher annual testing \$773.00.

14. Upper Spa Whisperflow pump - \$2,528.00.
15. 11352-2 Portabelo emergency slab leak repair. \$9,850.
16. 11024 Portobelo – ARC Ratify Window Replacement.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved proposals listed.

Property Repairs

Management presented the following property repair proposals for review and approval of the Board.

1. Asphalt Repair (aprox 212 sq. ft.) in amount of \$2,797.00.
2. 11306-3 CPC – Balcony Repair \$2,660.00.
3. 11038 Portobelo – Stucco Flashing Repair - \$2,570.00.
4. Late Ratification 11124 Portobelo – Balcony Repair \$3,860.00.
5. 11360-3 CPC - Arch Windows.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the property repairs listed.

Landscape Repairs

Deck Inspection

Management told the Board she was in the process of obtaining proposals for inspection of the balconies and stairs by the end of 2023 per California Civil Code SB326. The inspection is to be done either by an architect or civil engineer. She reached out to three (3) companies and found that a Preliminary Inspection would cost \$77,640.00. Since the previous meeting another proposal was received in the amount of \$44,825.00. This was informational only and no Board action was required at this time.

Homeowner Request

A new homeowner requested that the Association pay for the reimbursement of the invoices for the roof leak.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the owner's request for the Association to reimburse her and to inform her of the protocol of the Belsera in these situations, which is to contact management.

11352-2

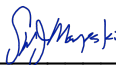
Next Meeting

The next Regular Meeting is scheduled for February 23, 2023, at 6:00 p.m. via Zoom.

Adjourn

There being no further business to come before the Board, the meeting was adjourned 6:35 p.m.

APPROVE:

	03/01/2023
_____ Board Member	_____ Date
_____ Board Member	

**INFORMATIONAL
ITEMS:**

NEXT MEETING:

ADJOURN: