

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

January 28, 2020

- CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:00 p.m. by Carol Corporales, President, at the Tierrasanta Recreation Center Pool Room, 11220 Clairemont Mesa Boulevard, San Diego CA 92124.
- BOARD MEMBERS PRESENT** Carol Corporales, President
Simon Mayeski, Vice President
Nancy Burke, Treasurer
- BOARD MEMBERS ABSENT** Pat Dean, Secretary
Gregory Sobko, Director
- MANAGEMENT REPRESENTATIVES** Robin Bacon, Community Association Manager, Walters Management
Peri Sword, Recording Secretary, Walters Management
- OTHERS PRESENT** Four (4) interested homeowners
- EXECUTIVE SESSION DISCLOSURE** The Board held an Executive Session after the December 3, 2019 Meeting, where they discussed enforcement matters
- HOMEOWNER FORUM** A time was provided for homeowners in attendance to share any questions, comments or concerns. Topics discussed were:
- Garage doors
 - Rain Gutters
 - Barbecues
- APPROVAL OF MINUTES** **December 3, 2019 General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the December 3, 2019 General Session Meeting.
- After review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the December 3, 2019 General Session minutes as submitted.*
- FINANCIAL REPORT** **November and December 2019 Financial Statements**
Management provided the Board of Directors with the November and December 2019 financial statements. In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statement for the month ended November and December 2019, pending year-end annual financial review.

*After review & discussion of the information provided, a motion was made, seconded and unanimously carried to **accept** the November and December 2019 financial statements pending the annual financial review by the Association CPA as required by California Civil Code Section §5500.*

AB 2919 Resolutions –January 2020

Management provided the Board with the AB 2919 Resolutions for the monthly expenses for January 2020.

*After review & discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the AB 2919 Resolutions for the monthly expenses for January 2020.*

**MANAGEMENT
REPORT**

Property Repairs

Fumigation and Termite Tenting Proposal for 11376 Portobelo Drive

This proposal was tabled from the December 3, 2019 meeting until Management could arrange inspection of all the units in the 11376 Portobelo building. Pestgon subsequently performed termite inspections for all eight (8) units at the 11376 Portobelo Drive address. Seven (7) out of eight (8) units tested positive for requiring fumigation and termite tenting. The cost for fumigation and termite tenting is \$9,950.00.

*After review & discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the proposal from Pestgon to fumigate and tent the building of 11376 Portobelo Drive for a cost of \$9,950.00.*

Spa Repairs

Management provided the Board with a proposal from American Home Butler to replace cracked skimmers from the upper and lower pools. This will require the spa being drained and the concrete surrounding the skimmer to be removed and replaced. The cost to perform this work is \$2,650.00 each for a total cost of \$5,300.00.

*After review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the proposal from American Home Butler to repair and replace both the skimmers at the upper and lower pools at a cost of \$2,650.00, or \$5,300.00 total.*

Stucco Repairs at 11330 Camino Playa Cancun #1

Management provided the Board with a proposal from Restoration Systems & Consulting Inc. to repair the exterior stucco at 11330 Camino Playa Cancun #1 due to moisture intrusion from the exterior stucco 2nd story window location for a cost of \$1,675.00.

*After review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the proposal from Restoration Systems & Consulting Inc. to perform the stucco repairs at 11330 Camino Playa Cancun #1 for a cost of \$1,675.00.*

Approved Property Repairs and Architectural Application Ratification

Management provided the Board with the following repairs and architectural application which were approved between the last Board meeting on December 3, 2019 and the meeting today on January 28, 2020:

- 1) **From Restoration Systems & Consulting Inc.** – A proposal for \$1,140.00 to perform interior repairs to the Master bathroom and a walk-in closet at 11240 Portobelo Drive due to a slab leak.

*A motion was duly made, seconded and unanimously carried to **ratify** the approval of the proposal from Restoration Systems & Consulting Inc. to perform interior repairs to the Master bathroom and a walk-in closet at 11240 Portobelo Drive due to a slab leak for a cost of \$1,140.00.*

- 2) **From ARS Rescue Rooter** - A proposal for \$10,868.00 for the location and repair of a cold-water slab leak at 11236 Portobelo Dr.

*A motion was duly made, seconded and unanimously carried to **ratify** the approval of the proposal from ARS Rescue Rooter in the amount of \$10,868.00 for the location and repair of a cold-water slab leak at 11236 Portobelo Drive.*

- 3) **Architectural Application for 11310 Carmino Playa Cancun #3** - The Board approved an architectural application submitted by the owner of 11310 Camino Playa Cancun #3 for the installation of a patio slider door with a semi-circle window above it.

*A motion was duly made, seconded and unanimously carried to **ratify** the approval of the architectural application submitted by the owner of*

11310 Camino Playa Cancun #3 to install a patio slider door with a semi-circle window above it.

Reserve Recommendation

Management provided a letter from Masha Efros from Morgan Stanley that recommended to ladder the Association's reserve account:

- \$100,000.00 in a 36-month CD at 1.85 current rate
- \$134,334.00 plus the Association's \$16,861.00 monthly contribution and interest to remain liquid.

*A motion was duly made, seconded and unanimously carried to **approve** taking the recommendation of Masha Efros of Morgan Stanley.*

Election Rules

Management presented the Board of Directors with their legal counsel's revision to the election rules as required by SB323 and advised the Board that they needed to decide on whether the following provisions should be included in the revised election rules:

- 1) If the Association should disqualify candidates for the Board who have been owners for less than a year.

*A motion was duly made, seconded and unanimously carried to **remove** the provision disqualifying candidates who have been owners for less than a year.*

- 2) If the Association should disqualify candidates for the Board who would be on the board with a joint owner.

*A motion was duly made, seconded and unanimously carried to **retain** the provision disqualifying candidates for the Board who would be on the board with a joint owner.*

- 3) If the Association should disqualify candidates for the Board who have been convicted of a felony that jeopardizes the association's fidelity bond insurance.

*A motion was duly made, seconded and unanimously carried to **retain** the provision disqualifying candidates for the Board who have been convicted of a felony that jeopardizes the association's fidelity bond insurance.*

- 4) If the Association should disqualify candidates for the Board who are delinquent in the payment of their assessments (as long as current Board members are not delinquent.)

*A motion was duly made, seconded and unanimously carried to **retain** the provision disqualifying candidates for the Board who are delinquent in the payment of their assessments (as long as current Board members are not delinquent.)*

Insurance Meeting

The property insurance renews in March. Management asked the Board if they would like Management to invite Dave Walker of Wateridge Insurance to the next Board meeting to discuss liability limits prior to the insurance renewal.

*A motion was duly made, seconded and unanimously carried to **approve** Management's suggestion to invite Dave Walker of Wateridge Insurance to the next Board meeting to discuss liability limits prior to the Association's insurance renewal.*

**ARCHITECTURAL
APPLICATIONS**

11336 Camino Playa Cancun #1 - New Patio Door

Management presented the Board with an application from the Owner of 11336 Camino Playa Cancun # 1 to install a new patio door.

*After a lengthy review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the application as submitted.*

11020 Portobelo Dr. – Window replacement

Management presented the Board of Directors with an architectural application from 11020 Portobelo Dr. to install new windows.

*After a lengthy review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the application for 11020 Portobelo Dr. for window replacement as submitted.*

NEW BUSINESS

Architectural Processing Fees

Management explained that as of January 1, 2020, Walters Management is charging a \$50.00 architectural processing fee per architectural application. This should have been instituted when the Management contract's Exhibit A took effect in June 2018. Management has not charged this processing fee to the Association until this year.

*After discussion and upon a motion duly made, seconded and unanimously carried, the Board **approved** that the Association would absorb the \$50.00 architectural processing fee charged by Walters Management rather than the owners who submit architectural applications.*

Architectural Forms

The Board instructed Management to clean up the Architectural applications.

INFORMATIONAL ITEMS

Management provided the Board of Directors with the following reports for their information and/or discussion. No action was required:

- Work Order Report, 11.25.19-01.22.20
- Escrow Closings Report, 11.25.19-01.22.20
- Property Information Sheet
- Correspondence-Discussion
- Map

NEXT MEETING

The next Board of Directors Meeting is scheduled for Tuesday, February 25, 2020, at 6:00 p.m. at the pool room at the Tierrasanta Recreation Center, 11220 Clairmont Mesa Blvd., San Diego, CA 92124.

ADJOURNMENT

There being no further business to come before the Belsera Board of Directors, the General Session Meeting was adjourned at 7:32 p.m.

ATTEST

Respectfully submitted,

Peri Sword, Recording Secretary

APPROVED



Board Member Date

 3/27/20

Board Member Date