

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

**February 23, 2021**

**CALL TO ORDER**           The Board of Directors meeting of the Belsera Community Association was called to order at 6:01 p.m. by Community Manager Robin Bacon via Go To Meeting.

**BOARD MEMBERS  
PRESENT**                 Carol Corporales, President  
Simon Mayeski, Vice President  
Ken Schulte, Treasurer  
Melissa James, Director

**BOARD MEMBERS  
ABSENT**                 No-one

**MANAGEMENT  
REPRESENTATIVES**     Robin Bacon, Community Manager, Walters Management  
Peri Sword, Recording Secretary, Walters Management

**OTHERS PRESENT**     Three (3) Interested Homeowners  
Andrew Bacon, Knight Security

**EXECUTIVE  
SESSION  
DISCLOSURE**           The Board held an Executive Session meeting following the January 26, 2021 General Session meeting to discuss enforcement matters.

**HOMEOWNER  
FORUM**                 A time was provided for homeowners in attendance to share any questions, comments, or concerns. The following topics were discussed:

- Windows
- Security

**DISCUSSION-  
SECURITY**             **Security Cameras**  
At the last meeting, Management brought a bid for the installation of cameras at the mailboxes to reduce vandalism. This proposal was tabled so a representative of Knight Security could come to the next meeting to address them and answer questions.

At this time, Andrew Bacon of Knight Security addressed the Board of Directors on options the Board had to make their community more secure.

After discussion, the Board decided to conduct further research into

their options before moving forward.

## **APPROVAL OF MINUTES**

### **January 26, 2021 General Session Minutes**

Management provided the Board of Directors with the draft General Session minutes of the January 26, 2021 Board meeting.

*After review and discussion of the information provided, a motion was made, seconded, and unanimously carried to **approve** the January 26, 2021 General Session minutes as submitted.*

## **FINANCIAL REPORT**

### **December 2020 and January 2021 Financial Statements**

Management provided the Board of Directors with the December 2020 and the January 2021 financial statements. In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statement for the months ended December 2020 and January 2021. Based on this review, the Association is in compliance with Civil Code requirements.

*After review & discussion of the information provided, a motion was motion made, seconded, and unanimously carried to **accept** the December 2020 and January 2021 financial statements pending the annual financial review by the Association CPA as required by California Civil Code Section §5500.*

### **AB 2912 Resolution – January 2021**

Management provided the Board with the AB 2919 Resolution for the monthly expenses for January 2021.

*After review & discussion of the information provided, and upon a motion duly made, seconded, and unanimously carried, the Board of Directors **approved** the AB 2912 Resolution for January 2021.*

## **MANAGEMENT REPORT**

### **Ratify Property Repairs**

The following proposals were approved by Management since the last meeting. At this time, Management presented them to the Board for ratification.

1. Proposal from Restoration Systems & Consulting Inc. to perform interior repairs at 11306-1 Portobelo Dr. due to a plumbing leak, for a cost of \$745.00.
2. Proposal from Restoration Systems & Consulting, Inc. to perform gutter repairs at 11350-3 Camino Playa Cancun, for a cost of \$490.00.

*Upon a motion duly made, seconded, and unanimously carried, the Board **ratified** the approvals of the proposal from Restoration*

*Systems & Consulting to perform interior repairs at 11306-1 Portobelo Dr. for a cost of \$745.00, and the proposal from Restoration Systems & Consulting to perform gutter repairs at 11350-3 Camino Playa Cancun at a cost of \$490.00.*

## **Repairs**

### **Lighting Proposal – Benesh Electric**

Management presented a proposal submitted by Benesh Electric to install additional lighting to dark areas of the property for a cost of \$6,103.00.00. The proposal included installing a pole light between structures and install a bollard light near the curb.

*After discussion, and upon a motion duly made, seconded, and unanimously carried, the Board **approved** installing the pole light and install a solar powered light to be purchased by Board member, who will be reimbursed for this purchase. After pole light and solar powered light are installed, Board will decide whether further lighting is needed.*

### **Ratify Architectural Application – 11336 Camino Playa Cancun Unit #4 Garage Door**

Management presented an application for a new garage door installation at 11336 Camino Playa Cancun Unit #4 which was approved by the Board prior to the meeting via email.

*Upon a motion duly made, seconded, and unanimously carried, the Board ratified their approval of the garage door application submitted by the owners of 11336 Camino Playa Cancun.*

## **HOMEOWNER REQUESTS**

### **Homeowner Request – Mailbox Posting**

A homeowner suggested that the Association have a policy in place for posting by the mailboxes. An item she posted was taken down quickly, while other times, items are left at the mailboxes for long periods of time. The owner submitted the following language for future posting at the mailboxes:

***Belsera residents are entitled to post items of interest to other residents at our mailbox centers. A 30-day limit per posting applies.***

*Upon a motion duly made, seconded, and unanimously carried, the Board **approved** the suggestion, and the suggested verbiage will be typed and posted at the mailboxes.*

### **Homeowner Request – Garbage Cans Near Mailbox Kiosks**

A homeowner suggested that garbage cans are placed next to the mailbox kiosks.

*After discussion and upon a motion duly made, seconded, and unanimously carried, the Board **denied** the owner's suggestion, because they had tried the owner's discussion before and created messes at the mailbox kiosks throughout the community. for the community.*

### **Homeowner Request – Turn Volleyball Court into Pickleball Court**

A homeowner suggested that the current volleyball court be converted into a pickleball court.

*Upon a motion duly made, seconded, and unanimously carried, the Board **denied** the owner's suggestion.*

## **COMMITTEE UPDATE**

### **Signage Committee Update**

Board Treasurer and Signage Committee Chair Ken Schulte gave an update at this time. His committee has decided on the designs and specific signage. Mr. Schulte will obtain quotes and renderings from the graphic artist to present to the Board at the next meeting. Management and the Board thanked Mr. Schulte and his committee for all their hard work on this project.

## **INFORMATIONAL ITEMS**

### **Informational Items**

Management presented the following information to the Board of Directors for review and/or discussion. No action was required.

- Work Order Report (01-17-20 through 02-14-21)
- Escrow Closings Report (01-17-20 through 02-14-21)
- Correspondence-Discussion
- Community Map

## **NEXT MEETING**

The next Board of Directors meeting is scheduled for March 23, 2021.

## **ADJOURNMENT**

There being no further general business to come before the Board at this time, the Board adjourned into Executive Session at 7:27 p.m.

**ATTEST**

Respectfully submitted,  
Peri Sword, Recording Secretary

**APPROVE**

<u>Peri Sword</u>	<u>04/28/2021</u>	_____	_____
Board Member	Date	Board Member	Date