

**BELSERA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MINUTES
February 28, 2023**

- CALL TO ORDER:** Community Association Manager Michelle Monahan, called the Board of Directors meeting of the Belsera Community Association to order at 6:03 p.m., via Zoom.
- BOARD MEMBERS PRESENT:** Simon Mayeski, Vice President
Carol Corporales, Secretary
Melissa James, Treasurer
- BOARD MEMBER ABSENT:** Ken Schulte, President
- MANAGEMENT REPRESENTATIVES:** Michelle Monahan, Community Manager, Walters Management
Jenny Voss, Recording Secretary, Walters Management
- OTHERS PRESENT:** Six (6) interested homeowners.
- EXECUTIVE SESSION DISCLOSURE:** The Executive Session will follow General and be disclosed during the March 2023 meeting.
- HOMEOWNER FORUM:** **Homeowner Forum**
A time was provided for homeowners in attendance to share any questions, comments, or concerns. There were six (6) owners present. Topic discussed:
- Insurance (Master policy) Renewal
 - Pool Temperature Heating Schedule
- APPROVAL OF MINUTES:** **January 24, 2023, General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the January 24, 2023, General Session Meeting.
- After discussion and upon a motion duly made, seconded, and unanimously carried, the Board approved the January 24, 2023, General Session Minutes as submitted. (Mayeski/Corporales)*
- FINANCIAL REPORTS:** **Financial Report - January 2023**
Management presented the Board with the financials ending January 2023.

In accordance with California Civil Code Section §5500(a-e), the Board of

Directors reviewed the financial statements for the month January 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 January 2023 financial statements pending the annual review. (Corporales/Mayeski)

Resolution 5380 (b) (6) - January 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. 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:

- Reserve Contributions - \$16,855.00
- Due to Reserves for Insurance Loan - \$17,362.21

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

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Resolution to Record Liens

A motion was duly made, seconded and carried unanimously to authorize the recording of a Lien, following confirmation of status, against the property of the following member 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: (Mayeski/Corporales)

- Account 144296 - \$3,125.46

ACTION ITEMS:

Reserve Study Proposal

Management provided the Board with a proposal from McCaffrey Reserve Consulting (also the Association's reserve analyst) to perform the 2023-2024 L3 Reserve Study

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal from McCaffrey Reserve Consulting to perform the 2023-2024 L# Reserve Study at a cost not to exceed \$450.00. (Mayeski/Corporales)

Inspector of Elections Proposal

Management provided the Board with a proposal from HOA Election

Services to perform the 2023 Annual meeting inspector duties.

The Board agreed to table this item and requested Management obtain a comparison bid from the prior inspector, Cheryl Moulton. To be reviewed and decided upon during the March 2023 meeting.

Insurance Renewal Proposal

Management provided the Board with an insurance renewal quotation from Assured Partners for the 2023-2024 D&O, Crime and Umbrella insurance policies which will expire March 31, 2023. Management also informed the Board there are proposal quotes requested from two (2) other agencies.

The Board agreed to table this item and requested management inquire with Assured Partners if they would be able to provide an extension on the Umbrella insurance so it will be in line with the insurance coverage items listed on the policy. To be reviewed and decided upon during the March 2023 meeting.

Martin Plumbing Proposal

Management provided the Board with a proposal from Martin Plumbing for a more permanent repair of the excavated lateral sewer line at 11126 Portobelo which has failed multiple times.

Upon a motion duly made, seconded and carried unanimously, the Board approved Estimate 1325 from Martin plumbing to perform the needed repairs to the lateral sewer line at 11126 Portobelo in the amount of \$8,952.49. (Mayeski/Corporales)

**HOMEOWNER
REQUEST:**

Paint Request

The owner of 11346-2 Camino Playa Cancun had a roof leak causing damages to the interior of her unit. She requested the HOA cover the cost to repaint the walls and baseboards damaged as a result as this is not something that would typically be covered under the Association's master policy coverage.

Upon a motion duly made, seconded and carried unanimously, the Board approved the request at an estimated cost not to exceed \$630.00 for paint and baseboards. It was noted this is not a typical cost that the Board would approve and was only approved due to the history of leaks in this particular unit. Services are to be performed by Restoration Systems. (Corporales/Mayeski)

Pet Waste Station Request

Management presented the Board with an emailed request from the owner of 11360-2 Portobello to install a pet waste station in the grassy open common area behind their unit due to owners not picking up after their pets. The Association’s maintenance vendor estimated to the total cost to install to be \$403.00 for the materials plus \$65.00 (approximate) for labor costs.

Following discussion, the Board agreed to not move forward with this request at this time. They did not find it a necessity and would like to survey/hear from surrounding owners who may have concerns with the odor due to the additional pet waste station. No action at this time.

Next Meeting

The next Regular Meeting is scheduled for March 28, 2023, at 6:00 p.m. via Zoom.

Adjourn

There being no further business to come before the Board, the meeting was adjourned 6:43 p.m.

APPROVE:



Board Member

04/04/2023

Date