

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

March 24, 2020

CALL TO ORDER	The Board of Directors meeting of the Belsera Community Association was called to order at 6:10 p.m. by Carol Corporales, President, via teleconference. 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 Pat Dean, Secretary
BOARD MEMBERS ABSENT	Gregory Sobko, Director
MANAGEMENT	Robin Bacon, Community Association Manager, Walters Management Peri Sword, Recording Secretary, Walters Management
OTHERS PRESENT	No-one.
EXECUTIVE SESSION DISCLOSURE	The Board held an Executive Session following the January 28, 2020D, where they discussed enforcement matters. There was no meeting in February due to lack of a quorum.
HOMEOWNER FORUM	There were no Owners present so the forum was closed.
APPROVAL OF MINUTES	<p><u>January 28, 2020 General Session Minutes</u> Management presented the Board with the Draft General Session minutes of the January 28, 2020 General Session Meeting. There are no meeting minutes from February due to lack of a quorum.</p> <p><i>After review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to approve the January 28, 2020 General Session minutes as submitted.</i></p>
FINANCIAL REPORT	<p><u>January 2020 Financial Statements</u> Management provided the Board of Directors with the January 2020 financial statements. In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statement for the month ended January 2020, pending year-end annual financial review.</p>

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

AB 2919 Resolutions –February and March 2020

Management provided the Board with the AB 2919 Resolutions for the monthly expenses for February and March 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 February and March 2020.*

MANAGEMENT REPORT

Property Repairs

11260 ½ Portobelo Drive

The Owner of 11260 ½ Portobelo Drive recently hired a technician to repair her air conditioning unit. While making the repair, the owner's technician discovered that the electrical wiring for the Owner's air conditioning unit was crossed with the electrical wiring from her neighbor's air conditioning unit. The wiring was installed incorrectly during the original construction and needs to be corrected. The Owner requested that the Association pay to correct this wiring. Management has obtained a proposal from Benesh Electric presented the Board with a proposal from Benesh Electric to correct this wiring for a cost of \$1,200.00.

*After review & discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the proposal submitted by Benesh Electric to repair of the electrical wiring for the air conditioning unit at 11260 ½ Portobelo Drive, at a price not to exceed \$1,200.00*

11246 Portobelo Drive

Management provided a proposal from Restoration Systems for interior repairs due to a slab leak, for a cost of \$1,420.00.

*After review & discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the proposal from Restoration Systems to perform interior repairs to 11246 Portobelo Drive for a cost of \$1,420.00.*

Fire Prevention Rule

Management advised the Board that the Membership has received and has had 30 days for the comment period for the rule change that prohibits open flame devices of any kind on the balconies and patios of all condominium homes in the community. Management requested the board to either revise the rule or make a motion to adopt the new rule as presented.

*After review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** the new rule prohibiting open flame devices of any kind on the balconies and patios of all condominium homes in the community.*

11248 Portobelo Drive- Request for Reimbursement

Homeowner had water coming out of his water heater and hired a plumber who came out and removed the water heater and determined it was a slab leak. Cost for this service call was \$874.00. Owner then called Management, and ARS came out and confirmed it was a slab leak. The work that was done by the Owner's plumber by removing the water heater is not something that is ever done, nor is it something that is paid by the Association.

*After review and discussion of the information provided, a motion was duly made, seconded and unanimously carried to **approve** paying \$143.00 for one hour's labor by the Owner's hired plumber.*

Approved Property Repairs and Rules for Ratification

11290 ½ Portobelo Drive-Slab Leak

ARS repaired a slab leak at 11290 ½ Portobelo Drive on January 10, 2020 for a cost of \$7,995.00. The repair was approved via email by the Board.

*Upon a motion duly made, seconded and unanimously carried, the Board **ratified** paying ARS the amount of \$7,995.00 to repair the slab leak at 11290 ½ Portobelo Drive.*

11236 Portobelo Drive- Interior Repairs Due to Slab Leak

Restoration Systems proposed to perform interior repairs to the living room and kitchen due to a slab leak at 11236 Portobelo Drive for a cost of \$1,185.00. The Board approved via email.

*Upon a motion duly made, seconded and unanimously carried, the Board **ratified** paying Restoration Systems the amount of \$1,185.00 for the interior repairs performed at 11236 Portobelo Drive.*

11240 Portobelo Drive-Interior Repairs Due to Slab Leak Restoration Systems proposed to perform interior repairs to the master bathroom and walk-in closet at 11240 Portobelo Drive due to a slab leak for a cost of \$1,140.00. The Board approved via email.

*Upon a motion duly made, seconded and unanimously carried, the Board **ratified** paying Restoration Systems the amount of \$1,140.00 for the interior repairs performed at 11240 Portobelo Drive.*

11248 Portobelo Drive – Interior Repairs Due to a Plumbing Leak Restoration Systems proposed to perform interior repairs to the bedroom due to a plumbing leak for a cost of \$1,115.00. Management approved and signed.

*Upon a motion duly made, seconded and unanimously carried, the Board **ratified** paying Restoration Systems the amount of \$1,115.00 for the interior repairs performed at 11248 Portobelo Drive.*

11396 Camino Playa Cancun #1- Stucco Repair Restoration Systems proposed to perform exterior stucco repairs at 11396 Camino Playa Cancun # 1 due to moisture intrusion from the exterior stucco 1st story window location due to a faulty stucco window flashing, for a cost of \$1,425.00. The Board approved via email.

*Upon a motion duly made, seconded and unanimously carried, the Board **ratified** paying Restoration Systems the amount of \$1,425.00 for the exterior stucco repairs performed at 11396 Camino Playa Cancun #1.*

Election Rules

Due to the SB 323 law that passed and became effective on January 1, 2020, the Association's Election Rules were revised and sent to the Membership for a 28-day comment period. The Board previously reviewed and approved the Draft Rules but are required to formally adopt the final Election Rules.

*Upon a motion duly made, seconded and unanimously carried, the Board **adopted** the revised Election Rules.*

Pool Trellis Repair – Upper Pool

The trellis is unsafe at the upper pool and has yellow tape surrounding it. Management provided the Board with a proposal from Protec to repair the trellis for a cost of \$3,785.00.

*After discussion and upon a motion duly made, seconded and unanimously carried, the Board **approved** the proposal from Protec to repair the trellis at the upper pool for a cost of \$3,785.00.*

11208 Portobelo Drive - Termite Repair

Management presented a termite report from Pestgon for termite treatment to include termiticide and to scrape and treat with fungicide the home at 11208 Portobelo Drive for a cost of \$1,400.00.

*After discussion and upon a motion duly made, seconded and carried, the Board **approved** the Pestgon proposal to treat 11208 Portobelo Drive for termites for a cost of \$1,400.00.*

Fence Repair

Management submitted a proposal from Alpine Fence to replace existing iron portion of combination iron and retaining wall that has rusted and failed. They will replace 58 lineal feet x 40 inches high on top of the brick retaining wall for a cost of \$4,600.00

*After discussion and upon a motion duly made, seconded and carried, the Board **approved** the Alpine Fence proposal to replace 58 lineal feet x 40 inches high on top of the brick retaining wall for a cost of \$4,600.00.*

11386 Camino Playa Cancun #6 – Balcony Repair

Management provided the Board with a proposal from Restoration Systems to repair a balcony at 11386 Camino Playa Cancun # 6 due to dry rot for a cost of \$2,265.00.

*After discussion and upon a motion duly made, seconded and carried, the Board **approved** the proposal from Restoration Systems to repair the balcony at 11386 Camino Playa Cancun # 6 for a cost of \$2,265.00.*

11366 Camino Playa Cancun # 8 – Balcony Repair

Management provided the Board with a proposal from Restoration Systems to repair a balcony at 11366 Camino Playa Cancun # 8 due to dry rot for a cost of \$2,375.00.

*After discussion and upon a motion duly made, seconded and carried, the Board **approved** the proposal from Restoration Systems to repair the balcony at 11366 Camino Playa Cancun # 8 for a cost of \$2,375.00.*

Homeowner Request -Water Reimbursement

The Owners at 11180 Portobelo Drive had a slab leak which has since been repaired. They are now requesting reimbursement for two months of high water bills. The bills are usually average \$180.00 per month. The last two months have been \$477.00 and \$313.00. Owners request a reimbursement of \$430.00. Owners submitted a year's worth of water bills as evidence.

*After discussion and upon a motion duly made, seconded and carried, the Board **approved** reimbursing the Owners of 11180 Portobelo Drive for \$430.00.*

Reserve Recommendation

Morgan Stanley submitted the following recommendations for the liquid \$233,971.00 in the Reserve Account:

- \$100,000.00 in a 36-month CD 1.75% current rate after \$100K CD matures on April 7, 2020.
- \$100,000.00 in a 36-month CD 1.75% current rate after \$100K CD matures on May 11, 2020.
- \$233,971.00 plus \$16,861.00 monthly contribution and interest to remain liquid.

*After discussion and upon a motion duly made, seconded and carried, the Board **approved** the following:*

- \$100,000.00 in 12-month CD 1.75 % after \$100K CD matures on April 7, 2020.
- The Board **tabled** the decision on how to invest the \$100K CD that matures on May 11, 2020. This will be decided at the next Board meeting in April.
- \$233,971.00 plus \$16,861.00 monthly contribution and interest to remain liquid.

Insurance Proposal

Management presented the proposal for the Commercial Insurance Policy through Wateridge Insurance, which renews on March 31, 2020. The premium is for the 2020-2021 policy year is \$100,232.26, which is lower than the premium for the 2019-2020 policy year by \$10,214.00. There has been no reduction in the coverage or limits.

*Upon a motion duly made, seconded and unanimously carried, the Board **approved** the proposal to renew the Commercial Insurance Policy through Wateridge Insurance for the 2020-2021 policy year for a premium of \$100,214.00.*

NEW BUSINESS

Architectural Applications

11336 Camino Playa Cancun #8

New Owner submitted an application to replace all six (6) windows with the same style windows with double-pane glass and to replace the sliding glass door to the balcony.

*Upon a motion duly made, seconded and unanimously carried, the Board **approved** the application for the Owner of 11336 Camino Playa Cancun to replace all six (6) windows with the same style windows with double-pane glass and to replace the sliding glass door to the balcony.*

11074 Portobelo Drive

The Owner submitted an application to replace single-glass windows with dual glass/vinyl windows. All windows will meet the Association's standards and color.

*Upon a motion duly made, seconded and unanimously carried, the Board **approved** the application for the Owner of 11074 Portobelo Drive to replace single-glass windows with dual glass/vinyl windows.*

INFORMATIONAL ITEMS

Management provided the Board with the following informational items. No action was required:

- Work Order Report – 02/17/20-03/18/20
- Escrow Closings Report – 02/17/20-03/18/20
- Property Information Sheet
- Correspondence/Discussion
- Community Map

ADJOURNMENT There being no further business to come before the Board, the meeting adjourned at 7:36 p.m.

ATTEST Respectfully submitted,

Peri Sword, Recording Secretary

APPROVAL

 5/4/20

Board Member Sign and Date

 5/4/20

Board Member Sign and Date