

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

- CALL TO ORDER:** Community Association Manager Michelle Monahan, called the Board of Directors meeting of the Belsera Community Association to order at 6:02 p.m., via Zoom.
- BOARD MEMBERS PRESENT:** Ken Schulte, President
Simon Mayeski, Vice President
Carol Corporales, Secretary
Melissa James, Treasurer
- MANAGEMENT REPRESENTATIVES:** Michelle Monahan, Community Manager, Walters Management
Jenny Voss, Recording Secretary, Walters Management
- OTHERS PRESENT:** Five (5) interested homeowners.
- EXECUTIVE SESSION DISCLOSURE:** During the February 28, 2023 Executive Session meeting, the following items were discussed:
- Minutes
 - Collections
 - Legal
 - Owner Requests
- 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:
- Insurance premiums
 - Management changes
 - Door painting (owner responsibility)
- APPROVAL OF MINUTES:** **February 28, 2023, General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the February 28, 2023, General Session Meeting.
- After discussion and upon a motion duly made, seconded, and unanimously carried, the Board approved the February 28, 2023, General Session Minutes with revisions. (Mayeski/Corporales)*
- FINANCIAL REPORTS:** **Financial Report – February 2023**
Management presented the Board with the financials ending February 2023.

In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statements for the month February 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 February 2023 financial statements pending the annual review. (James/Shulte)

Resolution 5380 (b) (6) – February 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.

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

ACTION ITEMS:

Inspector of Elections Proposal

Management provided the Board with a proposal from HOA Election Services to perform the 2023 Annual meeting inspector duties. At the direction of the Board, management had requested a bid from Cheryl Moulton; however, no response was received to the request.

Upon a motion duly made, seconded and carried unanimously, the Board approved the proposal from HOA Elections to conduct the 2023 Annual Election at an estimated cost of \$2,704.95. (Mayeski/Corporales)

Green Valley Brush Management Proposal

Management provided the Board with an estimate from Green Valley Landscaping to perform the annual brush management in the amount of \$15,917.00.

Following discussion, the Board agreed to table this item and requested management obtain two (2) additional bids for comparison.

Martin Plumbing Proposal

Management provided the Board with a proposal from Martin Plumbing to replace the copper piping at 11352-2 Portobelo due to multiple slab leaks occurring in this same unit.

Upon a motion duly made, seconded and carried unanimously, the Board approved Estimate 1328 from Martin plumbing to perform the copper piping replacement at 11352-2 Portobelo in the amount of \$42,753.12. (Mayeski/Shulte)

Updated Insurance Renewal Proposal

Management provided the Board a revised Renewal Quotation from Assured Partners and email regarding the 2023-2024 D&O, Crime and Umbrella policies. Management has requested the expiration date be pushed out to June to match the Insurance renewal policy instead of 3/31/2023, which was accommodated.

Management will request the insurance agent send all fees to both management and Board members, Carol Corporales and Ken Shulte to review before making a further decision on the requested extension.

Western Tree Proposal

Management provided the Board with a proposal from Western Trees for the annual tree trimming and maintenance in the amount of \$67,325.00 for pruning and \$4,250.00 for removals.

Upon a motion duly made, seconded and carried unanimously, the Board approved the proposal from Western Tree for the annual maintenance and trimming at a cost not to exceed \$71,575.00. (Mayeski/Shulte)

**HOMEOWNER
REQUEST:**

11140 ½ Portobelo - Patio Water Intrusion

Management provided the Board with a photo of the area that was flooded at the unit's patio. It previously occurred with prior management and now again with all the rain. Restoration Systems has pumped the area and located the issue in the common drain. Since then, it has been sent to landscaping. If any root removal is required, they will send an estimate. Otherwise, they are clearing the drain.

Following discussion, the Board agreed to have Green Valley Landscape provide an estimate for a more functional drainage system in front of the unit to improve the drainage and prevent future water intrusion during the heavy rains.

11352-1 Portobelo – Window Application

Management presented the Board with a home improvement application received a week prior to install (3) new windows.

Upon a motion duly made, seconded and carried unanimously, the Board approved the owner's home improvement request to install (3) new windows at 11352-1 Portobelo as submitted.

Next Meeting

The next Regular Meeting is scheduled for April 25 , 2023, at 5:30 p.m. via Zoom.

