

**BELSERA COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
GENERAL SESSION MINUTES  
MAY 23, 2023**

- CALL TO ORDER:** Community Association Manager, Michelle Monahan, called the Board of Directors meeting of the Belsera Community Association to order at 5:33 p.m., via Zoom.
- BOARD MEMBERS PRESENT:** Simon Mayeski, Vice President  
Carol Corporales, Secretary  
Melissa James, Treasurer
- 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:** During the April 25, 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 eight (8) owners present. Topic discussed:
- Slab Leak Repiping Project
- APPROVAL OF MINUTES:** **April 25, 2023, General Session Minutes**  
Management provided the Board of Directors with the draft General Session minutes of the April 25, 2023, General Session Meeting.
- After discussion and upon a motion duly made, seconded, and unanimously carried, the Board approved the April 25, 2023, General Session Minutes with revisions. (Mayeski/Corporales)*
- FINANCIAL REPORTS:** **Financial Report - March 2023**  
Management presented the Board with the financials ending April 2023.
- In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statements for the month ending April*

*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 April 2023 financial statements pending the annual review. (Mayeski/Corporales)*

**Resolution 5380 (b) (6) – April 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 April 2023 as presented. (Mayeski/Corporales)*

**ACTION ITEMS:**

**Investment Recommendations**

David Lynn with Lynn Wealth Management had the following recommendation for the reserve account:

\$100,000 12-month CD (4.75) from current money market  
\$100,000 36-month CD (4.95) after CDs matures June 20  
\$100,000 24-month CD (4.85%) after CD matures on July 27  
\$100,000 36-month CD (4.95) after CDs matures August 9  
\$210,253 plus interest & monthly contribution to remain liquid

*Upon a motion duly made, seconded, and unanimously carried, the Board approved David Lynn's recommendation as presented. (Mayeski/Corporales)*

**Financial Review Proposal**

Upon a motion duly made, seconded and carried unanimously, the Board approved the proposal from Jose Mejaras, CPA to perform the 2022-2023 financial tax and audit review at a cost not to exceed \$1,095.00. (Mayeski/James)

**ProTec Proposal – 11336-8 Camino Playa**

Management provided the Board with an estimate from ProTec Building Maintenance for deck repairs at 11336-8 Camino Playa Cancun in the amount of \$10,650.00 for review. Following discussion, the Board agreed to table this estimate and requested management obtain a 2<sup>nd</sup> bid from Restoration Services for comparison.

**Draft Reserve Study**

Management provided the Board with the Level III (no site inspection) FYE 2023 Reserve Study as prepared by McCaffery Reserve Consulting.

*Upon a motion duly made, seconded, and unanimously carried, the Board approved the draft reserve study as presented from McCaffrey Reserve Consulting. (Corporales/Mayeski)*

**2023-2024 Draft Budget**

Management provided the Board with two (2) draft budgets for 2023-2024.

*Upon a motion duly made, seconded, and unanimously carried, the Board approved the 2023-2024 budget with an increase to \$400.00 per month, to be distributed to owners 30-days prior to increase with a notice of possible special assessment depending on the annual insurance coverage cost for the Association once that amount is received. (Corporales/Mayeski)*

**AB326 Proposals**

Management provided the Board with the following proposals for AB326 which is a California Law for the decks and must be completed by 2026. This includes inspections and all repairs.

- Graciano Consulting - \$77,640.00
- Nautilus - \$44,825.00
- AD Magellan – Option 1: \$28,950.00 – inspection & report  
Option 2: \$35,950.00 – inspection, report, scope of repairs

*Upon a motion duly made, seconded, and unanimously carried, the Board approved the estimate from AD Magellan, Option 2, in the amount of \$35,950.00. (Mayeski/Corporales)*

**Next Meeting**

The next Regular Meeting is scheduled for June 27, 2023, at 5:30 p.m. via Zoom.

**Adjourn**

There being no further business to come before the Board, the meeting was adjourned to Executive Session at 6:37 p.m.

**APPROVE:**



\_\_\_\_\_  
Board Member

06/29/2023

\_\_\_\_\_  
Date

**SIGNATURE CERTIFICATE**



**REFERENCE NUMBER**

76919BA4-9E9C-4517-9D6F-90E01315B8B6

**TRANSACTION DETAILS**

**Reference Number**  
76919BA4-9E9C-4517-9D6F-90E01315B8B6

**Transaction Type**  
Signature Request

**Sent At**  
06/29/2023 14:17 EDT

**Executed At**  
06/29/2023 14:35 EDT

**Identity Method**  
email

**Distribution Method**  
email

**Signed Checksum**  
e5b2ef83bc5e0d7358d6bcb08677a5a1ccb53e82998f861eb1885f48c4bd8345

**Signer Sequencing**  
Disabled

**Document Passcode**  
Disabled

**DOCUMENT DETAILS**

**Document Name**  
05\_23\_23\_General\_Minutes

**Filename**  
05\_23\_23\_general\_minutes.doc


**Pages**  
3 pages

**Content Type**  
application/msword

**File Size**  
95.5 KB

**Original Checksum**  
68b8a980a7262dd53aa516317871471af79dd14e7885ced887c5096492907830

**SIGNERS**

SIGNER	E-SIGNATURE	EVENTS
<p><b>Name</b> Simon Mayeski</p> <p><b>Email</b> simon@mayeski.com</p> <p><b>Components</b> 2</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> 3c4dd5e43a810518b9778753fab32c9d7ae139bc253f3c75f0c99af31ee855e4</p> <p><b>IP Address</b> 157.245.176.142</p> <p><b>Device</b> Chrome via Windows</p> <p><b>Drawn Signature</b> </p> <p><b>Signature Reference ID</b> 2E3B9097</p> <p><b>Signature Biometric Count</b> 12</p>	<p><b>Viewed At</b> 06/29/2023 14:35 EDT</p> <p><b>Identity Authenticated At</b> 06/29/2023 14:35 EDT</p> <p><b>Signed At</b> 06/29/2023 14:35 EDT</p>

**AUDITS**

TIMESTAMP	AUDIT
06/29/2023 14:17 EDT	Jenny Voss (jvoss@waltersmanagement.com) created document '05_23_23_general_minutes.doc' on Microsoft Edge via Windows from 207.7.104.130.
06/29/2023 14:17 EDT	Simon Mayeski (simon@mayeski.com) was emailed a link to sign.
06/29/2023 14:35 EDT	Simon Mayeski (simon@mayeski.com) viewed the document on Chrome via Windows from 157.245.176.142.
06/29/2023 14:35 EDT	Simon Mayeski (simon@mayeski.com) authenticated via email on Chrome via Windows from 157.245.176.142.
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