

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

May 26, 2020

- CALL TO ORDER** The Board of Directors Special General Session meeting of the Belsera Community Association was called to order at 6:06 p.m. by Board President Carol Corporales, via teleconference through Go To Meeting at phone number 872-240-3212, access code 715-470-245.
- BOARD MEMBERS PRESENT** Carol Corporales, President
Simon Mayeski, Vice President
Nancy Burke, Treasurer
Pat Dean, Secretary
Ken Schulte, Director
- BOARD MEMBERS ABSENT** None.
- MANAGEMENT REPRESENTATIVES** Robin Bacon, Community Association Manager, Walters Management
Peri Sword, Recording Secretary, Walters Management
- OTHERS PRESENT** None.
- APPROVAL OF MINUTES** **May 12, 2020 General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the May 12, 2020 Board meeting.

*Upon a motion duly made, seconded, and unanimously carried, the Board **approved** the May 12, 2020 General Session minutes as submitted.*
- FINANCIAL REPORT** **April 2020 Financial Statements**
Management provided the Board of Directors with the April 2020 financial statements and aging reports. In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statement for the months ended February and March 2020, pending year-end annual financial review.

After review and upon a motion duly made, seconded, and unanimously carried, the Board approved the financial statement for the month ended April 2020, pending a year-end annual financial review.
- AB 2919 Resolution – May 2020**
Management provided the Board with the AB 2919 Resolution for the monthly expenses for May 2020.

*Upon a motion duly made, seconded, and unanimously carried, the Board **approved** the AB 2919 Resolution for the monthly expenses for May 2020.*

MANAGEMENT REPORT

Ratify Actions

Management provided the Board of Directors with several proposals that were approved by Management between meetings and required Board ratification:

11326 Portobelo Drive – Interior Drywall Repair

Management approved the proposal submitted by Restoration Systems, Inc., to perform interior drywall repair for a cost of \$575.00.

11044 Portobelo Drive – Live Bee Removal

Management approved the proposal submitted by AA Beekeeper Live Bee Removal and Relocation for removal and relocation of a hive at 11044 Portobelo Drive for a cost of \$950.00.

11326 Portobelo Drive Unit #5 – Garage Damp Proofing

Management approved a proposal submitted by Restoration Systems, Inc. to perform damp proofing of the rear wall of the garage at 11326 Portobelo Drive Unit #5 for a cost of \$1,175.00.

11366 Camino Playa Cancun Unit #3 – Interior Repairs

Management approved a proposal submitted by Restoration Systems, Inc. to perform interior repairs to 11366 Camino Playa Cancun #3 for a cost of \$875.00.

*After review and discussion of the information provided, a motion was made, seconded, and unanimously carried to **ratify** Management's decision to approve the proposal submitted by Restoration Systems, Inc. to perform the interior drywall repairs at 11326 Portobelo Drive for a cost of \$575.00, to **ratify** Management's decision to approve the proposal submitted by AA Beekeeper Live Bee Removal and Relocation for the removal and relocation of a beehive at 11044 Portobelo Drive for a cost of \$950.00, to **ratify** Management's approval of the proposal submitted by Restoration Systems, Inc. to perform the garage damp proofing at 11366 Portobelo Drive Unit 5 for a cost of \$1,175.00, and to **ratify** Management's decision to approve the proposal submitted by Restoration Systems to perform the interior repairs due to a plumbing leak at 11366 Camino Playa Cancun #3 for a cost of \$875.00.*

11140 Portobelo Drive – Dead Tree Removal

Management presented a proposal submitted by Green Valley Landscape and Maintenance to remove one (1) dead Eucalyptus tree near 11140 Portobelo Drive for a cost of \$800.00.

*Upon a motion duly made, seconded, and unanimously carried, the Board **approved** Green Valley Landscape and Maintenance to remove one (1) dead eucalyptus tree near 11140 Portobelo Drive for a cost of \$800.00.*

Brush Management

Management presented a proposal submitted by Green Valley Landscape and Maintenance to perform brush management at both Lower and Upper Belsera for a cost of \$11,760.00. The intended start date for brush management is scheduled for June 29, 2020.

*Upon a motion duly made, seconded, and unanimously carried, the Board **approved** the proposal submitted by Green Valley Landscape and Maintenance to perform the brush management at both Lower and Upper Belsera for a cost \$11,760.00, which is scheduled for June 29, 2020.*

Cathodic Recommendations

Roger with Leak Control Services was asked to investigate why there have been so many slab leaks within the last year. His opinion is that they are due to internal corrosion. His recommendation to address water related slab leaks and pinhole leaks at Belsera is to install an AP430 cartridge at the water main at each unit to provide protection for hot and cold-water leaks as well as slab leaks. The cartridges are \$65.00 each and the filters need to be replaced every six (6) months at \$25.00 each. They can install these for \$250.00 each, again on the homeowner's side of the water meter. This is something the Association cannot control. Homeowners would have to coordinate. No action was taken.

11246 Portobelo Drive Discussion and Timeline

The Owner of this unit attended the April 2020 meeting and advised the Board that ServPro had removed his water heater. Management contacted Restoration Systems, Inc., who subcontracted ServPro and requested a timeline of all the work ServPro and Restoration services provided. Management also contacted the plumber who worked on this original leak, APS. The vendors provided her with a timeline and other information to share with the Board of Directors. Per the information provided, the owner was very difficult to deal with and misrepresented his facts to the Board at the April meeting. Neither ARS Plumbing, Restoration Systems, Inc. or ServPro

removed the hot water heater. The hot water heater was removed by the plumber the Owner hired.

After discussion and upon a motion duly made, seconded and unanimously carried, the Board approved Management writing a letter to the Owner that includes the timeline and the Board's final decision on declining to reimburse the Owner for the additional costs for which he requests repayment.

Year End Review Report

Management presented a proposal from Jose Mejares to prepare the year-end review in the amount of \$850.00.

*Upon a motion duly made, seconded, and unanimously carried, the Board **approved** the proposal from Jose Mejares to prepare the Association's year-end review for a cost of \$850.00.*

Pool Opening – Discussion

Management discussed the requirements from the CDC on the reopening of pools and how to meet the requirements. She informed the Board that she had contacted the Association's Legal Counsel, Rick Salpietra, to work closely with Management to monitor any liability that may be assigned to the Association in the pool reopening efforts, and explained that the Association's insurance policy would not cover liability in this instance. Management would like the Board to think about having a plan in place so act quickly once the mandate regarding community pools is lifted and the best way to proceed. No action was taken at this time.

NEW/CONTINUING BUSINESS

There was no new business to discuss.

INFORMATIONAL ITEMS

Informational Items

Management provided the following items to the Board's informational purposes:

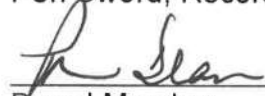
- Work Order Report
- Escrow Closings Report
- Property Information Sheet
- Homeowner Correspondence
- Map

NEXT MEETING The next meeting will take place on June 23, 2020, at 6:00 p.m. at Go To Meeting. The phone number to call into the next meeting will be provided at a date closer to the meeting.

ADJOURNMENT There being no further business to come before the Board, the meeting was adjourned at 7:04 p.m.

ATTEST Respectfully submitted,
Peri Sword, Recording Secretary

APPROVED



Board Member

6/23/20

Date

sign + date
↗
↘



Board Member

6/23/20

Date