

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

June 28, 2022

CALL TO ORDER Community Association Manager Robin Bacon, CCAM, CMCA called the Board of Directors meeting of the Belsera Community Association to order at 6:03 p.m., via Zoom.

BOARD MEMBERS PRESENT Ken Schulte, President
Simon Mayeski, Vice President
Carol Corporales, Treasurer
James Gianelli, Director-at-Large

BOARD MEMBERS ABSENT: Melissa James, Secretary

MANAGEMENT REPRESENTATIVES: Robin Bacon, Community Manager, Walters Management
Peri Sword, Recording Secretary, Walters Management

OTHERS PRESENT: Two (2) interested homeowners.

EXECUTIVE SESSION DISCLOSURE: The Board held an Executive Session meeting following the May 24, 2022, General Session meeting to discuss enforcement matters.

HOMEOWNER FORUM: **Homeowner Forum**
A time was provided for homeowners in attendance to share any questions, comments, or concerns.

Topics Discussed:

- Increase in assessments for the 2022-2023 fiscal year
- Cracks on patio slab
- Disruptive children
- Trash cans.

APPROVAL OF MINUTES: **May 24, 2022, General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the May 24, 2022, Board meeting.

*After review and discussion of the information provided, a motion was made, seconded, and unanimously carried to **approve** the May 24, 2022, General Session minutes as submitted.*

**FINANCIAL
REPORTS:**

Financial Reports – May 2022

Management presented the May 2022 financial report for the Board's review.

After review and discussion of the information provided, and upon a motion duly made, seconded, and unanimously carried, the Board approved the May 2022 Financial Report as submitted, pending the year-end financial review by the Association CPA as required by Civil Code 5500.

Resolution 5380 (b)(6)– June 2022

Management presented the June 2022 Resolution AB2912 as required by Civil Code 5380 (b) (6): RESOLVED, that pursuant to the requirement of Civil Code 5380 (b) (6), the Board of Directors authorizes Walters Management, as the managing agent, to make the transfers (payments) to and from the Association's Reserve Accounts.

Upon a motion duly made, seconded, and unanimously carried, the Board approved of the Board Resolution AB2912 as Civil Code 5380 (b) (6) for June 2022, pending the year-end financial review by the Association CPA as required by California Civil Code 5500.

Reserve Recommendation

Management presented the following reserve recommendation from David Lynn of Lynn Wealth Management:

- \$100,000 36-month CD (3.10%) after the \$100k CD matures on July 5
- \$100,000 12, 24, and md 36-month CDs (2.0%, 2.8%, and 3.1%) after the \$300K in CDs mature in August
- \$89,072.00 plus interest and the \$7,481.00 monthly contribution to remain in the money market.

After discussion, and upon a motion duly made, seconded, and unanimously carried, the Board approved putting \$100,000.00 in a thirty-six (36)-month CD with an interest rate of 3.10%, after the CD matures on July 5, put \$100,000 in 12, 24, and 36-month CD's earning 2.0%, 2.8% and 3.1% respectively after the CDs mature in August, and leaving \$89,072.00 plus interest and the \$7,481.00 monthly contribution to remain in the money market.

**MANAGEMENT
REPORT:**

Management Report

Homeowner Requests

11366-8 Camino Playa Cancun – Request for Association to Clean Patio

The owner of 11366-8 Camino Playa Cancun would like the Association to clean her stained patio due to a gutter issue above her patio that has since been repaired.

Upon a motion duly made, seconded, and unanimously carried, the Board denied the request from the owner of 11366-8 Camino Playa Cancun to clean her patio.

Towing of Vehicles

Many owners throughout the community expressed their unhappiness that Western Towing is towing vehicles that hang over the red line of the small driveway. Management has advised them that the red line delineates a fire line and is not a specific Association Rule, but California Civil Code. Owners have requested the Board to weigh in on the issue.

After discussion and upon a motion duly made, seconded, and unanimously carried, the Board directed Management to send an e-mail blast advising the residents that redlined areas throughout the community are fire lanes. They also asked Management to direct Private Security to create fliers to post that remind residents not to park in red zones/fire lanes.

Ratify Architectural Applications and Repairs

The following proposals were approved after the May 24, 2022, meeting and prior to this meeting, and need to be ratified by the Board of Directors:

1. Architectural Application - 11325-3 Portobelo Dr.

The owners of 11325-3 Portobelo Dr. submitted an architectural application to change out their windows and flooring. This was previously approved by the Board of Directors.

2. Restoration Systems & Consulting, Inc. – 11340-2 Camino Playa Cancun Dry-Out

Restoration Systems and Consulting submitted a proposal to dry out 11340-2 Camino Playa Cancun due to a slab leak for a cost of \$1,050.00. This was approved by Management

because it was under the Management spending cap.

3. **Architectural Application – 11010 Portobelo Dr.**

The owners of 11010 Portobelo Dr. submitted an architectural application to change out their windows. This was previously approved by the Board of Directors.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the architectural application submitted by the owner of 11325-3 Portobelo Dr. for changing out their windows and flooring, they ratified the proposal submitted by Restoration Systems & Consulting, Inc. to perform a dry out of 11340-2 Camino Playa Cancun due to a slab leak for a cost of \$1,050.00 previously approved by Management, and ratified the previously approved architectural application submitted by the owners of 11010 to install replacement windows.

DISCUSSION:

Discussion

The Board and Management discussed the following matters before adjourning the meeting. Topics discussed included insurance and Management's slab leak procedure.

INFORMATIONAL ITEMS:

Informational Items

Management presented a site map for Board reference. No action was required.

NEXT MEETING:

Next Meetings

The next emergency Executive meeting to discuss insurance is scheduled for June 30, 2022, at 6:00 p.m. via Zoom.

The next Regular Meeting is scheduled for July 26, 2022, at 6:00 p.m. via Zoom.

ADJOURN:

Adjourn

There being no further business to come before the Board, the meeting was adjourned at 7:25 p.m.

ATTEST:

Respectfully submitted,

Peri Sword, Recording Secretary

APPROVE:



08/25/2022

Board Member

Date

Board Member

Date

SIGNATURE CERTIFICATE




REFERENCE NUMBER

497A0BFB-4CFA-4818-8F70-14699ACCB630

TRANSACTION DETAILS	DOCUMENT DETAILS
<p>Reference Number 497A0BFB-4CFA-4818-8F70-14699ACCB630</p> <p>Transaction Type Signature Request</p> <p>Sent At 08/25/2022 19:08 PDT</p> <p>Executed At 08/25/2022 19:23 PDT</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum 0463551674db0c57d76cb621faa92dbd1538c23a4a367f43815dc6aa32f75105</p> <p>Signer Sequencing Disabled</p> <p>Document Passcode Disabled</p>	<p>Document Name 06_28_22_Gen</p> <p>Filename 06_28_22_gen.doc</p> <p>Pages 5 pages</p> <p>Content Type application/msword</p> <p>File Size 88.5 KB</p> <p>Original Checksum eb32206012c4bd22bcd49d4321a529803bfa49ebe4c9309f50ac6c9bf2e14edc</p>

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Simon Mayeski</p> <p>Email simon@mayeski.com</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 31417107651dfc440edf2a6ecaf132761c2a949f5a8855bd694131f951b2dbaa</p> <p>IP Address 173.205.180.89</p> <p>Device Chrome via Windows</p> <p>Drawn Signature </p> <p>Signature Reference ID 98A39A32</p> <p>Signature Biometric Count 249</p>	<p>Viewed At 08/25/2022 19:22 PDT</p> <p>Identity Authenticated At 08/25/2022 19:23 PDT</p> <p>Signed At 08/25/2022 19:23 PDT</p>

AUDITS

TIMESTAMP	AUDIT
08/25/2022 19:08 PDT	Robin Bacon (rbacon@waltersmanagement.com) created document '06_28_22_gen.doc' on Chrome via Windows from 207.7.104.130.
08/25/2022 19:08 PDT	Simon Mayeski (simon@mayeski.com) was emailed a link to sign.
08/25/2022 19:22 PDT	Simon Mayeski (simon@mayeski.com) viewed the document on Chrome via Windows from 173.205.180.89.
08/25/2022 19:23 PDT	Simon Mayeski (simon@mayeski.com) authenticated via email on Chrome via Windows from 173.205.180.89.
08/25/2022 19:23 PDT	Simon Mayeski (simon@mayeski.com) signed the document on Chrome via Windows from 173.205.180.89.