

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

July 27, 2021

CALL TO ORDER The Board of Directors meeting of the Belsera Community Association was called to order at 6:06 p.m. by Community Manager Robin Bacon via Zoom.

BOARD MEMBERS PRESENT Carol Corporales, President
Simon Mayeski, Vice President
Ken Schulte, Treasurer

BOARD MEMBERS ABSENT: Melissa James, Director

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 June 27, 2021, General Session meeting to discuss enforcement matters.

HOMEOWNER FORUM: A time was provided for homeowners in attendance to share any questions, comments, or concerns. The following topics were discussed:

- An owner discussed concerns regarding plumbing leaks and water pressure within the community. She was advised that the Board has retained the services of a cathodic protection system plumber to inspect the pipes throughout the community due to the recent increase in plumbing leaks. Management has reached out to the City of San Diego regarding the excessive water pressure from their pipes coming into the community so the City can correct it.

- An owner asked a question regarding Association policy regarding cigarette smoking on site and the use of barbecues on patios and balconies. The Board advised her that the Belsera Community Association is not a non-smoking association, so there is not a No Smoking policy. The Association does not allow barbecue use on patios and balconies. The owner reported she has a neighbor who uses a barbecue on his patio. Management advised the owner to send her concerns in writing to the Management team.

**APPROVAL OF
MINUTES:**

June 27, 2021, General Session Minutes

Management provided the Board of Directors with the draft General Session minutes of the June 27, 2021, Board meeting.

*After review and discussion of the information provided, a motion was made, seconded, and unanimously carried to **approve** the June 27, 2021, General Session minutes as submitted.*

**FINANCIAL
REPORT:**

June 2021 Financial Report

Board Treasurer Ken Schulte summarized the financials for June 2021.

*After review and discussion of the information provided, a motion was made, seconded, and unanimously carried to **approve** the June 2021 Financials as submitted, pending the year-end financial review.*

Resolution 5380 (b)(6)– June 2021

Management provided the Board with Resolution 5380(b) (6) for the monthly expenses for June 2021.

*Upon a motion duly made, seconded, and unanimously carried, the Board of Directors **approved** Resolution 5380 (b)(6) for June 2021Ma.*

Aging Delinquency Report

Management provided the Board with the Aging Delinquency report from June 25, 2021, in the Board packet for review and discussion. No Board action was required at this time.

**MANAGEMENT
REPORT:**

Management Report

Ratify Prior Board Decision and Property Repairs

Management presented the following items that were approved between the meetings on June 27, 2021, and today, July 27, 2021:

1. Architectural Application - 11122 Portobelo Dr. - Windows
Management presented an application to install new windows from the owner of 11122 Portobelo Dr., which the Board approved via email on June 22, 2021.
2. Property Repair – 11352-6 Portobelo Dr.
Restoration Systems & Consulting, Inc. provided a

proposal to perform interior repairs due to a plumbing leak inside a garage at 11352-6 Portobelo Dr. for a cost of \$765.00, which was under the Management spending cap and approved.

3. Property Repair – 11306-7 Camino Playa Cancun
Restoration Systems & Consulting, Inc. provided a proposal to perform interior repairs at 11306-7 Camino Playa Cancun due a plumbing leak for a cost of \$1,480.00. This was under the Management spending cap and was approved.
4. Property Repair – 11306-1 Camino Playa Cancun
Restoration Systems & Consulting, Inc. provided a proposal to perform interior repairs due to a plumbing leak at 11306-1 Camino Playa Cancun for a cost of \$1,480.00. This was under the Management spending cap and was approved.
5. Property Repair – 11352-2 Portobelo Dr.
Restoration Systems & Consulting provided a proposal to perform interior repairs due to a plumbing leak for a cost of \$585.00. This was under the Management spending cap and was approved.
6. Property Repair – 11352-3 Portobelo Dr.
Restoration Systems & Consulting provided a proposal to perform interior repairs due to a plumbing leak at 11352-3 Portobelo Dr. for a cost of \$715.00. This was under the Management spending cap and was approved.
7. Property Repair – 11352-6 Portobelo Dr.
Restoration Systems & Consulting provided a proposal to perform interior repair due to a plumbing leak for a cost of \$765.00. This was under the Management spending cap and was approved.
8. Property Repair – 11352-2 Portobelo Dr.
Restoration Systems & Consulting performed interior repairs due to a plumbing leak for a cost of \$2,370.00 This was approved via email by the Board.

Upon a motion duly made, seconded, and unanimously called, the Board ratified the prior approvals for the following items:

1. *Architectural application for windows submitted by the owner of 11122 Portobelo Dr.*
2. *Restoration Systems & Consulting proposal for interior repairs for 11352-3 Portobelo Dr.*
3. *Restoration Systems & Consulting proposal for interior repairs at 11306-7 Camino Playa Cancun.*
4. *Restoration Systems & Consulting proposal for interior repairs at 11306-7 Camino Playa Cancun.*
5. *Restoration Systems & Consulting proposal for interior repairs at 11306-2 Camino Playa Cancun*
6. *Restoration Systems & Consulting proposal for interior repairs at 11352-3 Portobelo Dr.*
7. *Restoration Systems & Consulting proposal for interior repairs at 11352-6 Portobelo Dr.*
8. *Restoration Systems & Consulting proposal for interior repairs at 11352-2 Portobelo Dr.*

Repair Items

Paving Proposal

Management presented proposals from Black Diamond Paving for a cost of \$180,700.00. The proposal includes a one-year warranty from project completion on their work.

Management went back to Quikel and negotiated a lower price for the same work. Quikel's price for repaving is \$170,640.00, with a one-year warranty after project completion.

National Paving's price for the re-paving project came in at \$133,429.00 with a two-year warranty on all work.

*After a lengthy discussion and upon a motion duly made, seconded, and unanimously carried, the Board **approved** the proposal submitted by National Paving to perform the repaving project in the community for a cost of \$133,429.00.*

Pool Furniture Replacement

The pool furniture needs to be replaced at the large pool. Management presented a proposal for eight chairs at a cost of \$181.00 each for a total cost of \$1,454.00. The colors of the chairs need to be chosen and the proposal included all the colors from which the Board could choose.

*After discussion and upon a motion duly made, seconded, and unanimously carried, the Board **approved** the proposal for the*

purchase of new pool furniture at a cost of \$1,454.00. The furniture will have a cream base and blue straps.

Response from Cathodic Protection Plumbing Company

Management presented the response from Roger Benham, P.E. Metallurgist & Corrosion Engineer from Leak Control Services. This was presented for the Board's information to discuss and make a plan of action going forward.

Homeowner Landscape Request

An owner at 11326-8 Portobelo requested that a shrub be removed from next to her garage, like her neighbor's shrub removal, which was done due to its root system growing into the water meter, which caused the HOA to sustain a \$2,400.00 plumbing repair. The owner at 11326-8 Portobelo is concerned the same event will occur to her meter.

*After discussion and upon a motion duly made, seconded, and unanimously carried, the Board **denied** this request. They are planning to replace the shrub that was removed at her neighbor's house, so the property appearance remains consistent.*

Request to Sell Christmas Ornaments Out of Garage

An owner submitted a request to sell his homemade Christmas ornaments out of his garage for 3-4 weekends.

*After discussion, and upon a motion duly made, seconded, and unanimously carried, the Board **approved** allowing the owner to sell his Christmas ornaments out of his garage on one (1) Saturday in December 2021. They do not want to allow more than this due to possible traffic issue within the community.*

New Signage

Ken Schulte, the Signage Committee Chair, had no updates to report at this time.

NEXT MEETING:

Date of Reconvened Annual Meeting

Management and the Board discussed a date for the reconvened annual meeting. The Inspectors of Election cannot make the Association's regular meeting date.

After discussion, and upon a motion duly made, seconded, and unanimously carried, the Board scheduled their reconvened annual meeting for Wednesday, August 18, 2021, at 5:30 p.m.

ADJOURNMENT: There being no further business to come before the Board, the General Session Meeting adjourned at 7:47 p.m.

ATTEST: Respectfully submitted, _____,
Peri Sword, Recording Secretary

APPROVE:

<u>Melissa James</u>	<u>10/07/2021</u>	_____	_____
Board Member	Date	Board Member	Date

SIGNATURE CERTIFICATE




REFERENCE NUMBER

5F92FF81-7378-44A6-8B75-495466695346

TRANSACTION DETAILS	DOCUMENT DETAILS
<p>Reference Number 5F92FF81-7378-44A6-8B75-495466695346</p> <p>Transaction Type Signature Request</p> <p>Sent At 10/06/2021 16:04 PDT</p> <p>Executed At 10/07/2021 08:51 PDT</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum 7930552de96c4f5b2c9dfd152074bff943ef9ea0701f340bbee4498c0232954f</p> <p>Signer Sequencing Disabled</p> <p>Document Passcode Disabled</p>	<p>Document Name 4-07_27_21_Belsera General Minutes</p> <p>Filename 4-07_27_21_belsera_general_minutes.pdf</p> <p>Pages 6 pages</p> <p>Content Type application/pdf</p> <p>File Size 82.7 KB</p> <p>Original Checksum ce25b4f720fb7d9da1577b392a564cacb57939bac6f1398ce3ea44dd01d282f6</p>

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name melissa James</p> <p>Email shortylatte619@gmail.com</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 1fa909535719fc83a890c9ce3a1677c729ad7e8abd4d27d0cb54f1e94afcc496</p> <p>IP Address 207.7.118.21</p> <p>Device Chrome via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID C42E7D3B</p>	<p>Viewed At 10/07/2021 08:49 PDT</p> <p>Identity Authenticated At 10/07/2021 08:51 PDT</p> <p>Signed At 10/07/2021 08:51 PDT</p>

AUDITS

TIMESTAMP	AUDIT
10/06/2021 16:04 PDT	Robin Bacon (rbacon@waltersmanagement.com) created document '4-07_27_21_belsera_general_minutes.pdf' on Chrome via Windows from 207.7.104.130.
10/06/2021 16:04 PDT	melissa James (shortylatte619@gmail.com) was emailed a link to sign.
10/07/2021 08:49 PDT	melissa James (shortylatte619@gmail.com) viewed the document on Chrome via Windows from 207.7.118.21.
10/07/2021 08:51 PDT	melissa James (shortylatte619@gmail.com) authenticated via email on Chrome via Windows from 207.7.118.21.
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