

**BELSERA COMMUNITY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**GENERAL SESSION MINUTES**  
**August 26, 2025**

**CALL TO ORDER:** Community Association Manager, Michelle Monahan, called the Board of Directors meeting of the Belsera Community Association to order at 5:32 p.m., via Zoom.

**BOARD MEMBERS PRESENT:** Simon Mayeski, Vice President  
Carol Corporales, Secretary  
Ken Schulte, President  
Melissa James, Treasurer

**ABSENT:** Mary Bot Norton, Director

**MANAGEMENT REPRESENTATIVES:** Michelle Monahan, Community Manager, Walters Management  
Josue Sanchez, Recording Secretary, Walters Management

**OTHERS PRESENT:** Nine homeowners were present Sarah Butler, Coral, Tina, Shelly Burgers, Parinaz, John Weisenseel, Ellie K., Susan Durre, Thesa

**EXECUTIVE SESSION DISCLOSURE:** During the July 22, 2025, 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. Topics discussed:

- Sarah Butler: Reported AC sensor issues due to overheating; advised by Carol Corporales that installation of a whole-house fan is an alternative, not an HOA responsibility.
- Coral: Requested touch-up of balcony railing.
- Tina: Asked questions regarding recent balcony repairs.
- Shelly Burgers: Raised concerns about flooring at 11246; Carol Corporales explained CC&Rs are written in a way that IIC standards cannot be achieved. Management will notify surrounding neighbors about noise during upcoming remodel.
- Parinaz: Reported ceiling cracks and requested roofer follow-up; asked for light repair at front house arch.
- John Weisenseel: Present, no formal comments recorded.

- Ellie K.: Concerned about a second leak in her unit and why it wasn't rerouted. Board talked with her about scheduling a walk to assess the damage.
- Susan Durre: Reported step lights out at the upper pool, as well as drop-down between pool and spa; also noted numbered light out by the ladies' restroom. Confirmed her unit has been brought into compliance.
- Thesa: Asked if the security number by the pool is still valid; noted children in pool after 10 p.m. Management confirmed a new security vendor is being sought. Requested updated signage for showers.

## **CONCENSUS CALENDAR**

The Board ratified proposals previously approved for emergency/priority repairs by Martin Plumbing, Restoration Systems, and ServPro.

Upon a motion duly made, seconded, and carried unanimously, the Board approved the consensus calendar for minute purposes. (Mayeski/Schulte)

## **July 22, 2025, General Session Minutes**

Management provided the Board of Directors with the draft General Session minutes of the July 22, 2025, General Session Meeting.

Upon a motion duly made, seconded, and carried unanimously, the Board approved the July 22, 2025, General Session Minutes as submitted.

(Mayeski/ Schulte)

## **FINANCIAL REPORTS:**

### **Financial Report – July 2025**

Management presented the Board with the financials ending in July 2025.

In accordance with California Civil Code Section §5500(a-e), the Board of Directors reviewed the financial statements for the month ending July 2025. 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 July 2025 financial statements pending the annual review. (Corporales/Schulte)

### **Resolution 5380 (b) (6) – July 2025**

Management presented the resolutions related to the approved Assembly Bill 2912, allowing for the payment of bills of more than \$10,000.00 (i.e., water bills, etc.) between meetings.

Upon a motion duly made, seconded, and unanimously carried, the Board approved Resolutions 5380 (b) (6) for July 2025 as presented.

(Corporales/Schulte)

- Waste Management – \$13,010.04
- Reserve Contributions - \$36,000.00

- Assured Partners – \$459,372.53
- Master Policy Reserve Loan – \$31,994.94
- Green Valley Landscape (Brush) – \$17,220.00

**Collections**

None at this time.

**ACTION ITEMS:**

**ARS Estimate (Ratification):**

The Board ratified approval of completed plumbing work by ARS. Upon a motion duly made, seconded, and carried unanimously, the Board approved the ratification. (Mayeski/Schulte)

**Restoration Systems Balcony Proposal – 11204 Portobelo:**

The Board reviewed a revised proposal for balcony repairs totaling \$8,800.00.

Upon a motion duly made, seconded, and carried unanimously, the Board approved the proposal. (Schulte/James)

**Berman Flury 2026 Fee Increase:**

The Board reviewed the law firm's fee increase for 2026.

Acknowledged for informational purposes. (Corporales/Schulte)

**Workers Compensation Insurance Renewal:**

The Board reviewed the 2025–2026 renewal from Assured Partners effective September 12, 2025.

Upon a motion duly made, seconded, and carried unanimously, the Board approved the renewal. (Schulte/James)

**11326 Portobelo – Architectural Application:**

The owner submitted a third application to replace cracked tile on the patio. Flooring is not permitted and would remain the owner's responsibility for damage.

Upon a motion duly made, seconded, and carried unanimously, the Board denied the application. (Board consensus)

**Western Tree Service Email:**

The Board reviewed Western Tree's concerns regarding deferred tree maintenance.

The Board directed management to approve trimming of palms by Western Tree and to obtain a comprehensive proposal from Green Valley for all trees requiring attention.

**North Coast Security Proposal:**

The Board reviewed proposals from North Coast Patrol for parking patrol services.

Option 1: One nightly patrol – \$950/month

Option 2: Two nightly patrols – \$1,495/month

Upon a motion duly made, seconded, and carried unanimously, the Board approved Option 1 at \$950/month. (Corporales/Schulte)

**Next Meeting**

The next Regular Meeting is scheduled for September 23, 2025, 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 6:39 p.m.

**ATTEST:**

Respectfully submitted,

Josue Sanchez, Recording Secretary

**APPROVE:**

*Simon Mayeski*

09/24/2025

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

\_\_\_\_\_  
Date