

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

October 27, 2020

CALL TO ORDER The Board of Directors Special General Session meeting of the Belsera Community Association on October 27, 2020 was called to order at 6:04 p.m. by Robin Bacon, Community Association Manager via teleconference through Go To Meeting.

**BOARD MEMBERS
PRESENT** Carol Corporales, President
Simon Mayeski, Vice President
Pat Dean, Secretary
Melissa James, Director

**BOARD MEMBERS
ABSENT** Ken Schulte, Treasurer

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

OTHERS PRESENT Five (5) Interested Homeowners.

**EXECUTIVE
SESSION
DISCLOSURE** The Board held an Executive Session Meeting following the September 22, 2020 General Session Meeting and discussed enforcement matters.

**HOMEOWNERS
OPEN FORUM** At this time, homeowners wishing to address the Board of Directors were given a few minutes each to discuss any topics of concern or interest. The following topics were discussed:

11066 Portobelo Dr. – Questions on Permissible Windows

One (1) homeowner from 11066 Portobelo had several questions regarding what types of windows were permissible for installation and what color of glass is permissible in windows. The Board discussed and answered the Owner's questions.

Call in to attend Meeting

One (1) homeowner called in because she is a new owner and wished to find out more about her new community and how it runs. The Board members and Management welcomed her to the meeting, thanked her for showing interest in her new community, and encouraged her to stay for the duration of the meeting.

FHA Approval

One (1) homeowner present had a question as to if the Board planned to renew the community's approval to obtain FHA Loans. Getting FHA Loan approval is an arduous process, and the Board

has decided that the housing market is currently strong enough without obtaining the approval for the community to obtain FHA Loans.

11370 Camino Playa Cancun Unit #7-Architectural Application

The Owner of 11370 Camino Playa Cancun Unit #7 submitted an architectural application on October 22, 2020 to install a new garage door to replace the current garage door, which was broken. He called in to the meeting to follow up on the approval status and to answer any questions the Board had regarding his application.

*After discussion and upon a motion duly made, seconded, and unanimously carried, the Board **approved** the architectural application to install a new garage door at 11370 Camino Playa Cancun Unit #7.*

Windows and Community Governing Documents

One (1) homeowner present had a question about whether she needs to submit an architectural application to replace picture windows that cannot be opened in her unit. She was advised that she would need to file an architectural application. The Owner also was concerned about when the community's governing documents might be updated to reflect the changes to California Civil Code and other legislation which overrides current verbiage in the governing documents. She was advised that it would probably occur next year.

**APPROVAL OF
MINUTES**

September 22, 2020 General Session Minutes

Management provided the Board of Directors with the draft General Session minutes of the September 22, 2020 General Session Board meeting.

*Upon a motion duly made, seconded, and unanimously carried, the Board moved to **approve** the September 22, 2020 General Session minutes as submitted.*

**FINANCIAL
REPORT**

September 25, 2020 Financial Statement

Management provided the Board of Directors with the financial statement for September 25, 2020. The Board Treasurer was absent.

*After review and upon a motion duly made, seconded, and unanimously carried, the Board moved to **table** the September 25, 2020 until the Board Treasurer can be present.*

Board Resolution AB 2919 – October 2020

Management provided the Board of Directors with the AB 2919 resolution for the monthly expenses for October 2020.

*Upon a motion duly made, seconded, and unanimously carried, the Board of Directors **approved** the AB 2919 resolution for the monthly expenses for October 2020.*

**MANAGEMENT
REPORT**

Ratify Property Repairs

At this time, Management presented the Board discussed proposals that had been approved since the last meeting for ratification, They were approved by Management because they were under the \$1,500.00 Management spending cap or were approved during this time by the Board of Directors due to the proposal's emergency nature:

1. **11376 Camino Playa Cancun Unit #2– Stairwell Repair**

Management presented a proposal from Restoration Systems & Consulting, Inc. to replace a defective concrete stair tread between the first and second landing at 11376 Camino Playa Cancun # 2 for a cost of \$575.00, which approved by Management because it was below the \$1,500.00 Management spending cap.

*Upon a motion duly made, seconded, and unanimously carried, the Board **ratified** Management's approval of the proposal from Restoration Systems & Consulting, Inc. to replace a defective concrete stair tread between the first and second landing at 11376 Camino Playa Cancun Unit #2 for a cost of \$575.00.*

2. **11014 Portobelo Dr. – Interior Repair Due to Slab Leak**

Management presented a proposal from Restoration Systems and Consulting, Inc. for interior repairs to a hall bathroom and walk-in closet due to a slab leak, for a cost of \$860.00, which was approved by Management because it was below the \$1,500.00 Management spending cap.

*Upon a motion duly made, seconded, and unanimously carried, the Board **ratified** Management's approval of the proposal from Restoration Systems & Consulting, Inc. to perform interior repairs to a hall bathroom and a walk-in closet due to a slab leak, for a cost of \$860.00.*

3. **11244 Portobelo Dr. – Local Termite Treatment**

Management presented a proposal from Pestgon Termite to perform local termite treatment at 11244 Portobelo Dr. for a cost of \$805.00, which was approved by Management because it was below the \$1,500.00 Management spending cap.

*Upon a motion duly made, seconded, and unanimously carried, the Board **ratified** Management's approval of the proposal from Pestgon Termite to perform local termite treatment at 11244 Portobelo Dr. for a cost of \$805.00.*

Repair Items

1. **Green Valley Landscape – Dethatch Large Lawn Area**

Management presented a proposal submitted by Green Valley Landscape to dethatch the large lawn area again for 2020 for a cost of \$4,464.00 and to re-seed the large lawn area for an additional cost of \$1,365.00. Management has evaluated the success of this work last year and the lawn looks good. The community had gone several years without having this work done but agreed to have it done last year.

*After discussion, and upon a motion duly made, seconded, and carried, the Board **denied** this proposal for this year since it was done last year, and the lawn is in good shape. The Board believes this work should be done every two (2) years rather than having it done annually.*

Homeowner Complaint

1. Homeowner who lives next to the large lawn area submitted a complaint that gatherings are happening in the lawn area next to his unit. Homeowner says these gatherings are impacting his children's ability to take naps. The Owner sent a photo of one such gathering where the participants appear to be sitting on beach chairs in the area in a socially distanced circle. Management is unable to determine who the participants are, and there is a level of noise to be expected when one lives next to a pool or park. The Owner requests that the Board becomes involved with this matter.

*Upon a motion duly made, seconded, and carried, the Board **denied** the Owner's request to become involved with the lawn gatherings as they cannot forbid people from using the common area. The people in the photo provided appear to be socially distancing. It is impossible to determine from the*

photo provided who is participating in the lawn gatherings. The Board directed Management to advise the Owner that unfortunately the Board is unable to become involved, and to suggest to the Owner that the next time a lawn gathering's volume becomes so loud as to keep the Owner's children from napping, that the Owner courteously approach the people at the lawn gathering and explain that their gathering is keeping his children from sleeping.

ARCHITECTURAL APPLICATION

11346 Camino Playa Cancun Unit 1 - Screen Door

Management presented an application submitted by the homeowner at 11346 Camino Playa Cancun Unit 1 to install a pre-approved white Gatehouse Gibraltar screen door. This was informational only and no Board action was required.

INFORMATIONAL ITEMS

Informational Items

Management provided the following items for the Board's information and/or discussion:

- Work Order Report (09/20/20-10/20/20)
- Escrow Closings Report (09/20/20-10/20/20)
- Property Information Sheet
- Correspondence
- Map

DISCUSSION

Discussion

Before adjourning into Executive Session, the Board discussed the following items:

Paving

Management has been working on obtaining a scope of work for paving. She has approached three (3) different vendors who surveyed the property and gave her three (3) different scopes of work. She will continue to work on this.

Board President has heard of a company that makes paving materials out of recycled plastics, which is more environmentally friendly than asphalt. She would like this company approached when it comes time to perform the paving. The rest of the Board was interested. No formal motion or action was taken at this time.

Umbrellas

The Board discussed notifying Owners and Tenants to put their patio/balcony umbrellas and their plant pots somewhere safe during wind events. No motion or action was taken at this time.

**INFORMATIONAL
ITEMS**

Informational Items

Management provided the following items to the Board for their information/discussion. No action was taken at this time.

- Work Order Report (09/10/20-10/20/20)
- Escrow Closings Report (09/10/20-10/20/20)
- Property Information
- Correspondence-Discussion
- Map

ADJOURNMENT

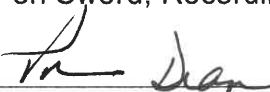
There being no further business to bring before the Board in the General Session, the meeting was adjourned into Executive Session at 6:512 p.m.

ATTEST

Respectfully submitted,

Peri Sword, Recording Secretary

APPROVED


Board Member

11/27/20
Date


Board Member

11/27/20
Date