

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

November 22, 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
Melissa James, Secretary
- BOARD MEMBER ABSENT:** Carol Corporales, Treasurer
- 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 October 25, 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. There were two (2) owners present. Topic discussed:
- Winter pool heating
- APPROVAL OF MINUTES:** **October 25, 2022, General Session Minutes**
Management provided the Board of Directors with the draft General Session minutes of the October 25, 2022, General Session Meeting.
- After discussion and upon a motion duly made, seconded, and unanimously carried, the Board approved the October 25, 2022, General Session Minutes as submitted.*
- FINANCIAL REPORTS:** **Financial Report – October 2022**
Management sent out the October 2022 financial report under separate cover.
- Upon a motion duly made, seconded, and unanimously carried, the Board approved the October 2022 Financial Report as submitted,*

pending the review by the Association CPA as required by California Civil Code 5500.

Resolution 5380 (b) (6) – October 2022

Management presented the resolution related to approved Assembly Bill 2912, allowing for the payment of bills more than \$10,000.00 (i.e., water bills, etc.) between meetings. The enclosed resolution incorporates the language recommended by the Association’s attorney and will be in every board packet in the future, updated to the current month.

Management announced that the following checks were cut during the past month:

- Green Valley Landscape – Check for \$12,619.00 for landscape maintenance.
- Western Tree – Check for \$32,740.00 for tree trimming.
- Western Tree – Check for \$36,700.00 for tree trimming

Upon a motion duly made, seconded, and unanimously carried, the Board approved the Resolution 5380 (b) (6) for October 2022 as presented.

**MANAGEMENT
REPORT:**

Management Report

Ratify Repairs

Management advised that the following proposals and architectural applications were approved between Board meetings since the last meeting on October 25, 2022:

1. Restoration Systems & Consulting, Inc. – Interior Repair at 11286 Portobelo Dr.

Management presented a previously approved proposal submitted by Restoration Systems & Consulting, Inc., for interior repairs due to a plumbing repair for \$1,345.00.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved proposal from Restoration Systems & Consulting, Inc. to perform interior repairs at 11286 Portobelo Dr. for \$1,345.00.

2. Architectural Application – 11180 ½ Portobelo Dr.: New Windows

Management presented a previously approved architectural application for new window installation

submitted by the owners of 11180 ½ Portobelo Dr.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved architectural application submitted by the owners of 11180 ½ Portobelo Dr. to install new windows.

3. Pestgon Termite – Termite Treatment at 11018 Portobelo Dr.

Management presented a previously approved proposal submitted by Pestgon Termite to perform local termite treatment at 11018 Portobelo Dr. for \$950.00.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved proposal from Pestgon Termite to perform local termite treatment at 11018 Portobelo Dr. for \$950.00.

4. Pestgon Termite – Termite Treatment at 11266 ½ Portobelo Dr.

Management presented a previously approved proposal submitted by Pestgon Termite to perform local termite treatment at 11266 ½ Portobelo Dr. For \$1,365.00.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved proposal from Pestgon Termite to perform local termite treatment at 11266 ½ Portobelo Dr. for \$1,365.00.

5. Restoration Systems & Consulting, Inc. – Interior Repair at 11060 Portobelo Dr.

Management presented a previously approved proposal submitted by Restoration Systems & Consulting, Inc., for interior repairs due to a plumbing repair for \$1,690.00.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved proposal from Restoration Systems & Consulting, Inc. to perform interior repairs at 11060 Portobelo Dr. for \$1,690.00.

6. Restoration Systems & Consulting, Inc. – Interior Repair at 11176 Portobelo Dr.

Management presented a previously approved proposal submitted by Restoration Systems & Consulting, Inc., for interior repairs due to a plumbing repair for \$835.00.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved proposal from Restoration Systems & Consulting, Inc. to perform interior repairs at 11176 Portobelo Dr. for \$835.00.

7. Restoration Systems & Consulting, Inc. – Interior Repair at 11042 Portobelo Dr.

Management presented a previously approved proposal submitted by Restoration Systems & Consulting to perform interior repairs to 11042 Portobelo Dr. due to a plumbing repair for \$1,310.00.

Upon a motion duly made, seconded, and unanimously carried, the Board ratified the previously approved proposal from Restoration Systems & Consulting to perform interior repairs at 11042 Portobelo Dr. for \$1,310.00.

Property Repairs

Management presented the following property repair proposals for review and approval of the Board.

1. Restoration Systems & Consulting - Interior repair at 11044 Portobelo Dr.

Management presented a proposal from Restoration Systems & Consulting for interior repairs at 11044 Portobelo Dr. due to plumbing repairs for \$1,985.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal submitted by Restoration Systems & Consulting to perform interior repairs at 11044 Portobelo Dr. for \$1,985.00.

2. Restoration Systems & Consulting - Balcony Repairs at 11320 Camino Playa Cancun Unit #6

Management presented a proposal from Restoration Systems & Consulting for balcony repairs due to compromised substrate at 11320 Camino Playa Cancun #6 for \$2,110.00.

*Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal submitted by Restoration Systems & Consulting to perform balcony repairs at 11320 Camino Playa Cancun #6 for \$2,110.00.
interior repairs at 11044 Portobelo Dr. for \$1,985.00.*

Landscape Repairs

Management presented the following landscape proposals for review and approval of the Board.

1. Green Valley Landscape & Maintenance– Area 1 Landscape Retro

Management presented a proposal from Green Valley Landscape & Maintenance to remove small area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants and mulch at Area 1 on Portobelo Dr. for \$785.00.

After discussion and upon a motion duly made, seconded, and unanimously carried, the Board denied Green Valley Landscape & Maintenance's proposal to remove small area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants, and mulch at Area 1 on Portobelo Dr. for \$785.00.

2. Green Valley Landscape & Maintenance– Area 2 Landscape Retro

Management presented a proposal from Green Valley Landscape & Maintenance to remove small area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants and mulch at Area 2 on Portobelo Dr. for \$1,005.00.

Upon a motion duly made, seconded, and unanimously carried, the Board denied Green Valley Landscape & Maintenance's proposal to remove small area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants, and mulch at Area 2 on Portobelo Dr. for \$1,005.00.

3. Green Valley Landscape & Maintenance– Area 3 Landscape Retro

Management presented a proposal from Green Valley Landscape & Maintenance to remove small area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants and mulch at Area 3 on Portobelo Dr. for \$540.00.

After discussion and upon a motion duly made, seconded, and unanimously carried, the Board denied Green Valley Landscape & Maintenance's proposal to remove small

area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants, and mulch at Area 3 on Portobelo Dr. for \$540.00.

4. Green Valley Landscape & Maintenance– Area 4 Landscape Retro

Management presented a proposal from Green Valley Landscape & Maintenance to remove small area of grass, remove sprinklers and install irrigation bubblers, drought tolerant plants and mulch at Area 4 on Portobelo Dr. for \$855.00.

Upon a motion duly made, seconded, and unanimously carried, the Board denied Green Valley Landscape & Maintenance’s proposal to remove small area of grass, remove sprinklers and install irrigation bubblers, drought tolerant plants, and mulch at Area 4 on Portobelo Dr. for \$855.00.

5. Green Valley Landscape & Maintenance– Area 5 Landscape Retro

Management presented a proposal from Green Valley Landscape & Maintenance to remove small area of grass, remove sprinklers, and install mulch at Area 5 on Camino Playa Cancun for \$575.00.

Upon a motion duly made, seconded, and unanimously carried, the Board denied Green Valley Landscape & Maintenance’s proposal to remove small area of grass, remove sprinklers, and install mulch at Area 5 on Camino Playa Cancun for \$575.00.

6. Green Valley Landscape & Maintenance– Area 6 Landscape Retro

Management presented a proposal from Green Valley Landscape & Maintenance to remove small area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants, and mulch at Area 6 on Camino Playa Cancun for \$1,150.00.

Upon a motion duly made, seconded, and unanimously carried, the Board approved Green Valley Landscape & Maintenance’s proposal to remove small area of grass, remove sprinklers, and install irrigation bubblers, drought tolerant plants and mulch at Area 6 on Camino Playa Cancun for \$1,150.00.

7. Green Valley Landscape & Maintenance– Area 7 Landscape Retro

Management presented a proposal from Green Valley Landscape & Maintenance to remove small area of grass, remove sprinklers, and install mulch at Area 6 on Camino Playa Cancun for \$350.00.

Upon a motion duly made, seconded, and unanimously carried, the Board denied Green Valley Landscape & Maintenance's proposal to remove small area of grass, remove sprinklers, and install mulch at Area 7 on Camino Playa Cancun for \$350.00.

Deck Inspection

Management told the Board she was in the process of obtaining proposal for inspection of the balconies and stairs by the end of 2023 per California Civil Code SB326. The inspection is to be done either by an architect or civil engineer. She reached out to three (3) companies and found that a Preliminary Inspection would cost \$77,640.00. This was informational only and no Board action was required at this time.

Insurance Deductible

Vice President Carol Corporates requested that this item be placed on the agenda for this meeting. Since Ms. Corporales was not in attendance, this item was tabled.

Homeowner Request

A new homeowner requested that the Association pay for the replacement guest parking pass, which the seller failed to provide him.

Upon a motion duly made, seconded, and unanimously carried, the Board denied the owner's request for the Association to pay for the replacement of the guest parking pass.

INFORMATIONAL ITEMS:

Informational Items

Management the following items to the Board for informational purposes only.

- Correspondence
- Site Map

No Board action was required.

NEXT MEETING:

Next Meeting

The next Regular Meeting is scheduled for January 24, 2023, at 6:00 p.m. via Zoom.

ADJOURN:

Adjourn

There being no further business to come before the Board, the meeting was adjourned at 6:35 p.m.

ATTEST:

Respectfully submitted,

Peri Sword, Recording Secretary

APPROVE:



Board Member Date

03/01/2023

Board Member Date