

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

**November 23, 2021**

**CALL TO ORDER** The Board of Directors meeting of the Belsera Community Association was called to order at 6:02 p.m. by Community Manager Robin Bacon, via Zoom.

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

**BOARD MEMBERS ABSENT:** No-one.

**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 September 28, 2021, General Session meeting to discuss enforcement matters. There was no quorum for the August 2021 meeting.

**HOMEOWNER FORUM:** A time was provided for homeowners in attendance to share any questions, comments, or concerns. There was one (1) owner present. The following topics were discussed:

- **Purchase of Second Pool Key:**  
Owner called in to request that a second pool key be sold to her. She has a tenant who has the pool key the owner received when she purchased the home in Belsera. The owner would like her own copy of the key for when she is waiting at the home to allow vendors in to work on the unit. She would like the ability to use the restroom in the pool area at those times.

Members of the Board explained that per the Association's Rules and Regulations, only one (1) key is permitted per unit. Since the owner rents out her unit, that key is in the possession of her tenant. Having too many pool keys in circulation invites abuse by people who choose to violate the

Association's Rules and Regulations. While the Board said they trusted the owner making the request not to break the Rules and Regulations, they regrettably declined her request because they must enforce the rules in a consistent and fair manner.

The owner understood their decision and thanked the Board for their time.

- **FHA Approval**

Owner called in to request that the Board consider obtaining FHA approval for the community. She had called in to the meeting in September 2021 to request the same but felt she had not received a definitive answer. She is applying for a reverse mortgage and her property must be FHA approved to obtain it.

The Board explained that getting the entire community approved for FHA loans is costly and not an expense they want to take on. They also told the owner that individuals may apply for a spot FHA approval naming their property only. The Board would prefer buyers into the community who can afford a 20% down payment rather than the 3.5% down required by the FHA, on the supposition that those buyers who invest greater amounts of money for their down payment are less likely to walk away from their homes, thus protecting the entire community.

The Board advised the owner that they would not be obtaining FHA approval. The owner thanked the Board for their time and left the call.

There were no further homeowner questions, so at this time the Homeowners' Forum was closed.

## **APPROVAL OF MINUTES:**

### **October 26, 2021, General Session Minutes**

Management provided the Board of Directors with the draft General Session minutes of the October 26, 2021, Board meeting.

*After review and discussion of the information provided, a motion was made, seconded, and unanimously carried to **approve** the October 26, 2021, General Session minutes as submitted.*

**FINANCIAL  
REPORT:**

**Financial Reports**

Management told the Board that Walters Management recently switched to a new operating system for their financials, and therefore, there was a delay in receiving the reports. As of the time of the meeting, the October 2021 Financial Report was not yet available.

**Resolution 5380 (b)(6)– November 2021**

Management presented the November 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 November 2021.*

**Reserve Recommendation**

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

\$100,000 6-month CD (0.10%) from the current money market balance  
\$100,000 12-month CD (0.15%) from the current money market balance  
\$100,000 18-month CD (0.25%) from the current money market balance  
\$100,000 30-month CD (0.50%) from the current money market balance  
\$100,000 36-month CD (0.75%) after the \$100k CD matures on November 18  
\$100,000 36-month CD (0.75%) after the \$100k CD matures on December 6  
\$245,719 plus interest and the monthly contribution to remain in the money market

*After discussion and upon a motion duly made, seconded, and carried, the Board approved the reserve recommendation from David Lynn of Lynn Wealth Management. Management was directed to invite David Lynn to speak with the Board at the next Regular Session Meeting on January 25, 2021, at 6:00 p.m. to explain to the Board why they are not investing these accounts with a bank.*

**MANAGEMENT  
REPORT:**

**Management Report**

**Homeowner Request - 11350-2 Camino Playa Cancun**

Management told the Board that the owner of 11350-2 Camino Playa Cancun had a roof leak and wants the Association to paint the exterior of her ceiling. Management advised that it is not covered in the maintenance matrix, as paint colors are so different

in each unit. She did not accept Management's answer and would like the Board to have it painted.

*After discussion and upon a motion duly made, seconded, and unanimously carried, the Board of Directors **denied** the owner's request to have the association paint her ceiling.*

### **Homeowner Request – 11378-8 Portobelo Dr.**

Owner reported a flat tire to their tenant's car and added that another neighbor had a flat tire after parking overnight, and he wondered if other residents reported the same. On this owner's behalf, Management asked the Board if they had received any reports of other residents having their vehicles vandalized.

Board members reported a couple of break-ins to vehicles that included breaking in through shattering the windows. Board members encourage owners who report such incidents to report the burglaries to the San Diego Police Dept. Management will also continue to encourage owners to call the San Diego Police Dept. in the hope that the increase in calls will prompt the SDPD to increase the number of police and patrols in Belsera. Management will communicate this to the homeowner of 11378-8 Portobelo.

No Board action was required.

### **Ratify Repairs**

#### **Management Report**

#### **Homeowner Request**

Management presented a request from the owner of 11270 ½ Portobelo Dr. regarding a leak from her air conditioning ducts that the owner is responsible to pay. The owner believes that the invoice submitted by ARS Rescue Rooter in the amount of \$575.00. is too expensive and she also believes the HOA should pay for any duct repairs. She requested that the HOA pay for one-half of the invoice and that she would pay the other half.

*After discussion and upon a motion duly made, seconded, and unanimously carried, the Board denied the request because air conditioners service one (1) unit exclusively and the owner is responsible for their maintenance.*

### **Ratify Repairs**

Management presented the Board with proposals that were approved between Board meetings by Management because they all came under Management's spending cap:

- **Pestgon Termite – Local Termite Treatment at 11326-5 Camino Playa Cancun**  
Pestgon Termite submitted a proposal to perform local termite treatment at 11326-5 Camino Playa Cancun for a cost of \$1,200.005.
- **Pestgon Termite – Local Termite Treatment at 11376-1 Portobelo Dr.**  
Pestgon Termite submitted a proposal to perform local termite treatment at 11376-1 Portobelo Dr. for a cost of \$1,330.00.
- **Pestgon Termite – Local Termite Treatment at 11376-5 Portobelo Dr.**  
Pestgon Termite submitted a proposal to perform local termite treatment at 11376-5 Portobelo Dr. for a cost of \$905.00.
- **Pestgon Termite – Local Termite Treatment at 11052 Portobelo Dr.**  
Pestgon Termite submitted a proposal to perform local termite treatment at 11376-5 Portobelo Dr. for a cost of \$824.00.

*Upon a motion duly made, seconded, and unanimously carried, the Board **ratified** the previously approved proposals submitted by Pestgon Termite to perform local termite treatment at 11326-5 Camino Playa Cancun for \$1,200.00, to perform local termite treatment at 11376-1 Portobelo Dr. for \$1,330.00, to perform local termite treatment at 11376-5 Portobelo Dr. for \$905.00, and perform local termite treatment at 11052 Portobelo Dr. for \$824.00.*

### **Property Repairs**

#### **Drywall Repair – 11350-2 Camino Playa Cancun**

Restoration Systems and Consulting, Inc. submitted a proposal to perform interior drywall repairs at 11350-2 Camino Playa Cancun for damages caused by a plumbing leak.

*Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal submitted by Restoration Systems and Consulting to perform interior drywall repairs to 11350-2 Camino Playa Cancun for \$1,780.00.*

**DISCUSSION:**

**Discussion**

Management and the Board discussed the following items that were not on the agenda:

- **Paving – Update**

Management advised the Board that she would like to move the date for repaving the community until March 2022. The Board raised no objections.

- **Saving Water in 2022**

Management advised the Board that water, as well as everything else, is raising in price in 2022. She is speaking with the landscapers to produce a new irrigation plan that keeps water from running down the slopes through the community; the installation of a drip systems may work.

- **Mulch**

Management and the Board discussed mulch throughout the property.

- **Plumbing**

Management advised the Board that the head of ARS Rescue Rooter is on medical leave. Management has dispatched a second plumbing company, Martin Plumbing and HVAC, to perform plumbing leak repairs. Martin Plumbing charges less than ARS Rescue Rooter.

The Board agreed it was a promising idea to have more than one plumbing vendor for the community.

**NEXT MEETING:**

**Next Meeting**

The next meeting is scheduled for January 25, 2022, at 6:00 p.m. via Zoom.


**ADJOURN :**

**Adjourn Into Executive Session Meeting**

Management thanked the homeowners in attendance for attending the General Session. At 6:55 p.m., the General Meeting adjourned to go directly into Executive Session.

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

**APPROVE:**

	01/26/2022		
_____	_____	_____	_____
Board Member	Date	Board Member	Date

**SIGNATURE CERTIFICATE**



**REFERENCE NUMBER**

F00C4497-72DD-45F0-A6AA-DEB7ED8A5CE1

**TRANSACTION DETAILS** **DOCUMENT DETAILS**

**Reference Number**  
F00C4497-72DD-45F0-A6AA-DEB7ED8A5CE1

**Transaction Type**  
Signature Request

**Sent At**  
01/26/2022 12:09 PST

**Executed At**  
01/26/2022 12:22 PST

**Identity Method**  
email

**Distribution Method**  
email

**Signed Checksum**  
ceed0a667a26b08574c48a9fb12119dc3230853fbd6b93bf2e0e7b50dcd01d2

**Signer Sequencing**  
Disabled

**Document Passcode**  
Disabled

**Document Name**  
4-11 23 21 General Session Minutes

**Filename**  
4-11\_23\_21\_general\_session\_minutes.pdf


**Pages**  
7 pages

**Content Type**  
application/pdf

**File Size**  
89.4 KB

**Original Checksum**  
e5209f60f73725c8b2670bcbeec5ea766d0e0cba4fdac96f8135b9c6f3de9ed9

**SIGNERS**

SIGNER	E-SIGNATURE	EVENTS
<p><b>Name</b> Simon Mayeski</p> <p><b>Email</b> simon@mayeski.com</p> <p><b>Components</b> 2</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> 41a16fd8cfc88e222caf5115ffffb831ebc1dc2a869d837666eb3fa4f5f0621</p> <p><b>IP Address</b> 173.205.180.168</p> <p><b>Device</b> Chrome via Windows</p> <p><b>Drawn Signature</b></p>  <p><b>Signature Reference ID</b> D6D8A48A</p> <p><b>Signature Biometric Count</b> 263</p>	<p><b>Viewed At</b> 01/26/2022 12:22 PST</p> <p><b>Identity Authenticated At</b> 01/26/2022 12:22 PST</p> <p><b>Signed At</b> 01/26/2022 12:22 PST</p>

**AUDITS**

TIMESTAMP	AUDIT
01/26/2022 12:09 PST	Robin Bacon (rbacon@waltersmanagement.com) created document '4-11_23_21_general_session_minutes.pdf' on Chrome via Windows from 207.7.104.130.
01/26/2022 12:09 PST	Simon Mayeski (simon@mayeski.com) was emailed a link to sign.
01/26/2022 12:22 PST	Simon Mayeski (simon@mayeski.com) viewed the document on Chrome via Windows from 173.205.180.168.
01/26/2022 12:22 PST	Simon Mayeski (simon@mayeski.com) authenticated via email on Chrome via Windows from 173.205.180.168.
01/26/2022 12:22 PST	Simon Mayeski (simon@mayeski.com) signed the document on Chrome via Windows from 173.205.180.168.



