

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

November 24, 2020

CALL TO ORDER The Board of Directors Special General Session meeting of the Belsera Community Association on November 24, 2020 was called to order at 6:01 p.m. by Board President Carol Corporales via teleconference through Go To Meeting.

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

BOARD MEMBERS ABSENT No-one

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

OTHERS PRESENT One (1) Interested Homeowner

EXECUTIVE SESSION DISCLOSURE The Board held an Executive Session Meeting following the October 27, 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. One (1) Owner wished to discuss the following topic:

11066 Portobelo Dr. – Architectural Application: Air Conditioner

One (1) homeowner from 11066 Portobelo discussed an application she submitted last week to remove her current air conditioner and place a new, larger one in a different location. The Board was concerned about the size and projected placement of the new air conditioning unit.

*Upon a motion duly made, seconded, and carried, the Board **denied** the application as submitted and requested that if the Owner replaces her air conditioning unit, that she installs a smaller model air conditioner in the same location as the current model but may be moved in the area up to six (6) inches. The new air conditioner must not impede the view of the neighbor's window.*

**APPROVAL OF
MINUTES**

October 27, 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 October 27, 2020 General Session minutes as submitted.*

**FINANCIAL
REPORT**

September 25, 2020 and October 25, 2020 Financial Statement

Management provided the Board of Directors with the financial statements for September 25, 2020 and October 25, 2020. The Board Treasurer Ken Schulte summarized both financial statements for the rest of the Board.

*After review and discussion, and upon a motion duly made, seconded, and unanimously carried, the Board moved to **approve** the September 25, 2020 and October 25, 2020 Financial Statements, pending the annual financial review by the Association CPA as required by the California Civil Code Section 5500.*

Board Resolution AB 2919 – November 2020

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

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

**MANAGEMENT
REPORT**

Ratify Property Repairs

11326-2 Camino Playa Cancun – Gutter Repairs/Improvements

Management presented the Board with a proposal submitted by Restoration Systems & Consulting, Inc. to install one section of 6" gutter on the lower patio of 11326-2 Camino Playa Cancun to help alleviate the ponding water on the patio for a cost of \$505.00. This is under the Management spending cap, so Management approved this proposal between meetings.

*Upon a motion duly made, seconded, and unanimously carried, the Board **ratified the approval** of the proposal submitted by Restoration Systems & Consulting, Inc. to install one section of 6" gutter on the lower patio of 11326-2 Camino Playa Cancun at a cost of \$500.00.*

Repair Items

11326-2 Camino Playa Cancun - Patio Drainage

Management presented a proposal submitted by Restoration Systems & Consulting, Inc. for drainage improvements to 11326-2 Camino Playa Cancun patio area due to standing water and possible moisture intrusion from rain run-off for a cost of \$1,785.00.

*After discussion, and upon a motion duly made, seconded, and unanimously carried, the Board **approved** the proposal submitted by Restoration Systems & Consulting, Inc. for drainage improvements to 11326-2 Camino Playa Cancun for a cost of \$1,795.00.*

New Signage

Board Treasurer and Signage Committee Chair Ken Schulte addressed the Board on the findings of the Signage Committee. The Signage Committee has spoken with representatives from the fire department, law enforcement, ambulance and delivery personnel and several neighbors to obtain their input on what kinds of information would prove the most useful. After obtaining and discussing the input, the Signage Committee makes the following recommendations:

- Signs must be simple, clear, high-contrast, and tall:
 - Tall signs were requested by the fire department and delivery personnel so the signs can be seen from large vehicles.
- Signs should use design elements of existing Belsera signage, but different types of signs.
- Signs should be lighted or reflective for night visibility.
- The Board should consider adding street names and addresses to the pavement after the asphalt has been repainted.
- Maps should be simple, black and white, and readable from the driver's side of a vehicle.
- Fire crews have an actual paper map of Belsera that they use to locate properties. This map needs to be updated and simplified with actual addresses and unit numbers and locations on buildings.

Ken Schulte presented several options to discuss with the Board. After a thorough discussion and Board input, Ken Schulte advised he will take their input back to the Signage Committee and contact a graphic designer to draw some mock-ups of proposed signage.

**ARCHITECTURAL
APPLICATION**

11016 Portobelo Dr. – Replace Garage Door

Management presented an architectural application submitted by the Owner of 11016 Portobelo Dr. to replace his garage door. The model chosen includes windows in the door, which are not permitted under the Association's architectural guidelines.

*After discussion and upon a motion duly made, seconded, and unanimously carried, the architectural application was **denied** by the Board because of the windows in the proposed garage door.*

**POOL HOURS AND
SECURITY**

Pool Hours and Security

The Board discussed the current pool hours and security. The current pool hours are Friday through Sunday, 10 AM to 6 PM. Private Security is providing the security during these days. The Board discussed either keeping the days and hours as they are or modifying them for the holidays.

After discussion, and upon a motion made, seconded, and carried with three (3) votes for and two (2) votes against, the Board approved keeping the pool open Friday through Sunday, 10 AM to 6 PM, and retaining the services of Private Security to provide security at the pool during those days.

**INFORMATIONAL
ITEMS**

Informational Items

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

- Work Order Report (10/20/2020 – 11/17/2020)
- Escrow Closings Report (10/20/2020 – 11/17/2020)
- Property Information Sheet
- Correspondence-Discussion
- Map

ADJOURNMENT

There being no further matters to be discussed by the Board in the General Session, the Board adjourned into Executive Session at 7:44 p.m.

ATTEST

Respectfully Submitted,

Peri Sword, Recording Secretary, Walters Management

APPROVED

Carol L. Gonzalez _____ *Carol L. Gonzalez*
Board Member Date

Board Member Date