

Sea Ridge Condominium Association
Via Video Conference Due to COVID-19 Restrictions
Monday, March 15, 2021
General Session Minutes

Directors Present Steven Sandborg, President
 Scott Minton, Vice President
 Roger Ostergaard, Treasurer
 Rick Collins, Secretary
 Frank Cesare, Director at Large

Directors Absent None

Seabreeze Management Company, Inc. Melissa Vitali, CCAM®

Executive Session Meeting An Executive Session meeting was held prior to the General Session to discuss matters related to member discipline, member delinquency, 3rd party contracts, personnel issues, and/or approval of the Executive Session minutes.

1. Call to Order The Board of Directors General Session Meeting was called to order at 6:05 p.m. by Board President Steven Sandborg. Notice of the meeting was posted at the bulletin board at least four (4) days prior to the meeting in accordance with California Civil Code.

2. Consent Calendar Resolution: A motion was made, seconded, and unanimously carried that the following Consent Calendar items be approved as presented.

A. February 2021 Financials Resolution: A motion was made, seconded, and unanimously carried that the financial statements and reconciled bank statements dated February 28, 2021 be ratified as presented, subject to audit/review by a CPA at fiscal year-end.

Total Operating Accounts	\$201,374.60
Total Reserve Accounts	\$1,743,587.56
Total Assets	\$1,987,720.86

B. General Session Minutes Resolution: A motion was made, seconded, and unanimously carried that the General Session minutes dated February 22, 2021 be approved as presented.

C. Expense Item for Ratification Resolution: A motion was made, seconded, and unanimously carried that the Board ratify the following bid that was approved by the Board President outside of a Board meeting due to emergencies:

- Fontaine Weatherproofing was approved to perform shingle and BUR 3-course repairs at 33541 Sea Gull Court for a total cost of \$3,285.00, with funds to be expended from Reserve Account #4065 (Roof Replacement) which has a balance of \$847,060.43, as of February 28, 2021.

3. Committee Reports

A. Landscape Committee Report

Resolution: A motion was made, seconded, and unanimously carried that RGS be approved to perform the following jobs:

- Relocate irrigation mainline at the pool due to new the pool deck for a total cost of \$2,246.00.
- Infill planter at 24512 Polaris for a total cost of \$236.37.
- Install new drain at 24686 Dana Point for a total cost of \$1,397.65.
- Add plant material along Selva for a total cost of \$290.86.
- Add eight 1-gallon plants next to 33592 Moonring for a total cost of \$184.69.

Funds will be expended from Operating Account #6410 (Landscape Extras) which has a balance of \$8,167.99, as of February 28, 2021. Additionally, funds will be expended from Operating Account #6420 (Irrigation Repairs) which has a balance of \$1,651.00, as of February 28, 2021.

B. Architectural Committee Report

Resolution: A motion was made, seconded, and unanimously carried that the Architectural Committee minutes dated February 22, 2021 and March 1, 2021 be approved as presented.

C. Re-Pipe Committee

There was no discussion held.

D. Construction/Maintenance Committee

There was no discussion held.

4. Unfinished Business

A. Reserve Study

Resolution: A motion was made, seconded, and unanimously carried that Advanced Reserve Solutions be approved to complete an updated reserve study for fiscal year end 2022 with a site visit for a total cost of \$1,075.00. Funds will be expended from Operating Account #6015 (Reserve Study).

B. Dalinghaus Construction Report

This topic was tabled to the next meeting pending receipt and review of the bid prepared by Dalinghaus Construction for 24666 Morning Star to inspect the owner's concerns of foundation issues.

5. New Business

A. Fontaine Weatherproofing

The Board reviewed the preventative roof maintenance closure letter prepared by Fontaine Weatherproofing. No action was taken.

Resolution: A motion was made, seconded, and unanimously carried that Fontaine Weatherproofing be approved to perform hip trim singles repairs and gutter cleaning at 24526-24522 Sand Piper for a total cost of \$2,190.00. Funds will be expended from Operating Account #6548 (Roof Repairs) which is \$14,928.00 over budget as of February 28, 2021.

B. Pool Restrooms

This topic was tabled to the next meeting pending receipt and review of a revised rendering for the pool restrooms.

C. Parking Permit Requests Resolution: A motion was made, seconded, and unanimously carried that the parking permit application for 24522 Polaris be approved, contingent upon the owner receiving two permits.

Resolution: A motion was made, seconded, and unanimously carried that the parking permit application for 24716 Morning Star be denied because the vehicle is not registered to the Sea Ridge address.

Resolution: A motion was made, seconded, and unanimously carried that the parking permit application for 24736 Dana Point be denied because the vehicles fit in the garage.

D. Website Updates and Member Communications Management was directed to keep both the Sea Ridge website and MySeabreeze updated with current and accurate information.

E. Homeowner Correspondence The Board reviewed the correspondence submitted by 33566 Seawind regarding the cable boxes throughout the community. No action was taken.

6. Next Meeting The next Board of Directors meeting is scheduled for **Monday, April 19, 2021** at the community clubhouse or via video conference if COVID-19 orders are still in effect. Executive Session starts at 5:00 p.m., General Session starts at 6:00 p.m.

7. Homeowner Forum A meeting was scheduled for March 22, 2021 for Homeowner Forum only.

8. Adjournment There being no further business to come before the Board in General Session, the meeting was adjourned at 7:15 p.m.

Certificate of Authenticity

I, _____, hereby certify that the foregoing is a true and correct copy of the General Session minutes of the Board of Directors held on the above date.

Printed Name Title Signature Date