

Sea Ridge Condominium Association
Via Video Conference Due to COVID-19 Restrictions
Monday, April 19, 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 and after 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 6:04 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 revised.

A. March 2021 Financials Resolution: A motion was made, seconded, and unanimously carried that the financial statements and reconciled bank statements dated March 31, 2021 be ratified as presented, subject to audit/review by a CPA at fiscal year-end.

Total Operating Accounts	\$225,554.61
Total Reserve Accounts	\$1,796,631.94
Total Assets	\$2,061,845.08

B. General Session Minutes Resolution: A motion was made, seconded, and unanimously carried that the General Session minutes dated March 15, 2021 be approved as revised.

3. Committee Reports

A. Landscape Committee Report

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

- Remove existing plant material and to cap the irrigation outside of the pool area by the stairs for a total cost of \$550.00.
- Infill next to 33571 Seagull for a total cost of \$323.18.
- Add three (3) flats of African Daisy at 33542 Seagull for a total cost of \$206.37.

Funds will be expended from Operating Account #6410 (Landscape Extras) which has a balance of \$7,950.24, as of March 31, 2021.

Resolution: A motion was made, seconded, and unanimously carried that the Board approve a discretionary budget for the Landscape Committee of \$500.00 per month.

Management was directed to obtain a proposal from Brightview to remove one palm tree from the pool area and two dead Acacias on the north end of the green zone.

B. Architectural Committee Report

Resolution: A motion was made, seconded, and unanimously carried that the Architectural Committee minutes dated April 8, 2021 be approved as presented.

C. Re-Pipe Committee

This topic was discussed in Executive Session prior to the meeting.

D. Construction/Maintenance Committee

Management was directed to get clarification from Repipe1 if the damage in 24746 Meridian did come from the water heater leak at 24742 Meridian. If Repipe1 confirms, the responsibility to repair the damages is the responsibility of the homeowner of 24742 Meridian.

4. Unfinished Business

A. Dalinghaus Construction Report

This topic was tabled to the next meeting pending receipt and review of Petra Geosciences report for foundation repair, void fill, concrete pier locations, and plumbing for 24666, 24672, and 24767 Morning Star.

B. Pool Restrooms

Resolution: A motion was made, seconded, and unanimously carried that the Board approve the pool restroom renderings submitted by JH Interiors for four (4) separate restrooms, an outdoor shower, pool restroom sinks, toilets installed in the wall, the paint color. The Board will research additional tile options for the outdoor shower.

Management was directed to obtain three (3) proposals to remodel the pool restroom area using the design submitted by JH Interiors.

C. Community Wide Wood Repairs

This topic was tabled to the next meeting pending review of the probing inspection report submitted by EmpireWorks. Management was directed to obtain two (2) additional proposals for a project manager.

D. 2021-2022 Reserve Study

This topic was tabled to the next meeting pending receipt and review of the 2021-2022 reserve study.

5. New Business

A. 2021-2022 Budget

This topic was tabled to the next meeting pending receipt and review of the 2021-2022 reserve study. The Board scheduled a meeting for Monday, ay 3, 2021 to discuss the 2021-2022 budget.

B. Fontaine Weatherproofing

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

- Gutter cleaning at 24561 Sunrise Court for a total cost not to exceed \$1,095.00. The Board deferred the shingles replacement.
- Three (3) course and presidential shingle repairs at 33551 Sea Gull Court for a total cost of \$4,389.00.

Funds will be expended from Operating Account #6548 (Roof Repairs) which is \$23,288.00 over budget as of March 31, 2021.

Management was directed to obtain a proposal to clean the gutters only in the areas where there are a lot of trees.

C. Shields Building Service

Resolution: A motion was made, seconded, and unanimously carried that Shields Building Service be approved to perform the following:

- Post concrete anchor installation at 24566 Moonfire for a total cost of \$1,692.00.
- Post concrete anchor installation at 24576 Moonfire for a total cost of \$1,692.00.
- Stucco wall repairs at 24716 Evening Star for a total cost of \$688.00.
- Wood repairs on the balcony deck of 24726 Meridian for a total cost of \$848.00, contingent upon confirmation from Seabreeze Maintenance that this cannot wait for the community wide wood replacement project.

Resolution: A motion was made, seconded, and unanimously carried that Shields Building Service be denied repairing the composite decking on the front deck of 33558 Sea Gull for a total cost of \$7,420.00 because the repairs are aesthetics only. Management was directed to obtain a bid from EmpireWorks to stain the deck.

Resolution: A motion was made, seconded, and unanimously carried that Shields Building Service be denied repairing the entry area at 33572 Sea Gull for a total cost of \$988.00 because this will be included in the community wide wood replacement project. Management was directed to send a work order to Seabreeze Maintenance to inspect the deck to confirm this may be included in the community wide wood replacement project. The Board noted the garage door jamb is owner responsibility.

Resolution: A motion was made, seconded, and unanimously carried that Shields Building Service be denied repairing the composite decking on the front deck of 33642 Walkabout for a total cost of \$5,880.00 because the repairs are aesthetics only. Management was directed to obtain a bid from EmpireWorks to stain the deck.

- D. 24682 Evening Star Mold** This topic was tabled pending receipt and review of the revised proposal from OC Flood Pro for remediation at 24682 Evening Star, per the recommendations noticed on the enclosed mold report.
- Resolution: A motion was made, seconded, and unanimously carried that Director Sandborg and Director Cesare be authorized to approve the revised proposal outside of a board meeting.
- E. 2020-2021 Audit & Taxes** Resolution: A motion was made, seconded, and unanimously carried that Inouye, Shively, Klatt & McCorvey be approved to prepare the 2020-2021 audit and taxes for a total cost of \$1,200.00. Funds will be expended from Operating Account #6010 (Audit) which has a balance of \$150.00, as of March 31, 2021.
- F. Blue Balance** This topic was tabled.
- Resolution: A motion was made, seconded, and unanimously carried that Director Sandborg and Director Cesare be authorized to approve Blue Balance to install a chemical controller and two chemical feeders at the pool and spa for a total cost of \$7,149.24 outside of a board meeting. Funds will be expended from Operating Account #6575 (Pool/Spa Repairs) which is \$3,195.55 over budget as of March 31, 2021.
- G. DCSE** Resolution: A motion was made, seconded, and unanimously carried that DCSE be approved for professional consulting structural engineering services at 24682 Evening Star for a total cost of \$6,000.00. Funds will be expended from Reserve Account #4067 (Structural) which is \$145,588.26 over budget as of March 31, 2021.
- H. Petra Geosciences** Resolution: A motion was made, seconded, and unanimously carried that Petra Geosciences be approved for additional geotechnical services during mitigation of the building distress at 24722 Morning Star building for a total cost of \$1,850.00. Funds will be expended from Reserve Account #4067 (Structural) which is \$145,588.26 over budget as of March 31, 2021.
- I. Parking Permit Request** Resolution: A motion was made, seconded, and unanimously carried that the parking permit application submitted by 33536 Seawind Court be approved.
- J. Homeowner Correspondence** Resolution: A motion was made, seconded, and unanimously carried that the Board approve 24652 Sunrise Court's request to reserve the clubhouse on Saturday, July 24, 2021, contingent upon COVID-19 state guidelines and the pool area being reopened.
- 6. Next Meeting** The next Board of Directors meeting and Annual Meeting are scheduled for **Monday, May 17, 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** Management was directed to send a work order to Seabreeze Maintenance to adjust the gutters at 24686 Dana Point.
- 8. Adjournment to Executive Session** There being no further business to come before the Board in General Session, the meeting was adjourned to Executive Session at 8:02 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