

Sea Ridge Condominium Association
Via Video Conference Due to COVID-19 Restrictions
Monday, May 24, 2021
General Session Minutes

Directors Present Steven Sandborg, 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. Ratification of Prior Board Actions Taken Where an Unqualified Director May Have Participated Resolution: A motion was made, seconded, and unanimously carried that having determined that the Board ratify all conduct taken by the Board at any time during which Scott Minton participated as a director of the Association.

3. Appoint Vacant Position Resolution: A motion was made, seconded, and unanimously carried that the Board appoint Scott Minton to fill the vacant position and complete his original term.

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

A. April 2021 Financials Resolution: A motion was made, seconded, and unanimously carried that the financial statements and reconciled bank statements dated April 30, 2021 be ratified as presented, subject to audit/review by a CPA at fiscal year-end.

Total Operating Accounts	\$145,119.02
Total Reserve Accounts	\$1,716,246.82
Total Assets	\$1,865,085.46

B. General Session Minutes Resolution: A motion was made, seconded, and unanimously carried that the General Session minutes dated April 19, 2021, May 3, 2021, and May 12, 2021 be approved as presented.

- C. Lien** Resolution: A motion was made, seconded, and unanimously carried that the following Account have a lien filed against it in accordance with the Association's assessment collection policy: 00221-9226.
- D. Expense Items for Ratification** Resolution: A motion was made, seconded, and unanimously carried that the Board ratify the following bids that were approved by the Board President outside of a Board meeting due to emergencies:
- OC Flood Pro performed mold remediation services at 33551 Sea Gull Court for a total cost of \$3,221.32, with funds to be expended from Operating Account #6547 (Water Damage) which is \$63,690.18 over budget as of April 30, 2021.
 - DryMaster performed reconstruction services at 24682 Evening Star for a total cost of \$1,129.77, with funds to be expended from Operating Account #6547 (Water Damage) which is \$63,690.18 over budget as of April 30, 2021.

5. Committee Reports

- A. Landscape Committee Report** This topic was discussed, no action was taken.
- B. Architectural Committee Report** Resolution: A motion was made, seconded, and unanimously carried that the Architectural Committee minutes dated May 6, 2021, and May 10, 2021 be approved as presented.
- C. Re-Pipe Committee** The Re-Pipe Committee noted he will inspect a few crawl spaces with Director Ostergaard to verify Repip1 closed up the holes and did not leave behind any debris.
- D. Construction/Maintenance Committee** No discussion was held.

6. Unfinished Business

- A. 2021-2022 Reserve Study** This topic was tabled to a special budget meeting, to be scheduled before May 31, 2021.
- B. 2021-2022 Budget** This topic was tabled to a special budget meeting, to be scheduled before May 31, 2021.
- C. Dalinghaus Construction Report** Resolution: A motion was made, seconded, and unanimously carried that Petra Geoscience be approved for geotechnical evaluation regarding localized distress at 24666, 24672, and 24767 Morning Star for a total cost of \$1,890.00. Funds will be expended from Reserve Account #4067 (Structural) which is \$145,588.26 over budget as of April 30, 2021.
- D. Pool Restrooms** This topic was tabled to December 2021.
- E. Community Wide Wood Repairs** This topic was tabled to the next meeting pending further review by the Board.

F. DCSE This topic was tabled to the next meeting, pending receipt and review of the proposals using DCSE's scope of work.

7. New Business

A. Fontaine Weatherproofing Resolution: A motion was made, seconded, and unanimously carried that Fontaine Weatherproofing be denied replacing the skylight replacement, 3-course repair, and chimney cap replacement at 24582 Polaris for a total cost of \$2,095.00. Skylights are owner responsibility and the rest is deferred maintenance.

Resolution: A motion was made, seconded, and unanimously carried that Fontaine Weatherproofing be denied cleaning the roofs, gutters, and downspouts at all units near trees for a total cost of \$11,120.00. This project was deferred to fall.

B. Hydro Jetting Resolution: A motion was made, seconded, and unanimously carried that Scott English Plumbing be approved to perform the community wide hydro jetting of all 188 units main sewers for a total cost of \$18,048.00. Funds will be expended from Operating Account #6546 (Sewerline Maintenance) which is \$2,904.00 over budget as of April 30, 2021 .

C. Shields Building Service Resolution: A motion was made, seconded, and unanimously carried that Shields Building Service be approved to repair the stairway railing at 24562 Polaris for a total cost not to exceed \$500.00. Funds will be expended from Reserve Account #4048 (Railing) which has a balance of \$73,014.56, as of April 30, 2021.

Resolution: A motion was made, seconded, and unanimously carried that Shields Building Service be denied repair the drainage and erosion controls at the clubhouse and pool area for a total cost of \$12,882.00. The Board noted that Alan Smith Pools will be performing this work.

D. SB 326 Inspections This topic was tabled to FYE 2022.

E. Parking Permit Requests Resolution: A motion was made, seconded, and unanimously carried that the Board approve the parking permit request for 24512 Sand Piper for six (6) months only.

F. Website Updates This topic was tabled to a special budget meeting, to be scheduled before May 31, 2021.

G. Homeowner Correspondence This topic was tabled to a special budget meeting, to be scheduled before May 31, 2021.

8. Next Meeting The next Board of Directors meeting and Annual Meeting are scheduled for **Monday, June 21, 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.

9. Homeowner Forum Homeowner Forum was tabled to the next regular board meeting.

