

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

Directors Present Steven Sandborg, President
 Scott Minton, Vice President
 Roger Ostergaard, Treasurer

Directors Absent Rick Collins, Secretary
 Frank Cesare, Director at Large

Seabreeze Management Company, Inc. Melissa Vitali, Community Manager, CCAM®
 Pamela Rottner, Senior Vice President, CMCA, AMS, PCAM
 Bradley Collins, Community Manager

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 6:03 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. June 2021 Financials Resolution: A motion was made, seconded, and unanimously carried that the financial statements and reconciled bank statements dated June 30, 2021 be ratified as presented, subject to audit/review by a CPA at fiscal year-end.

Total Operating Accounts	\$103,038.32
Total Reserve Accounts	\$1,799,686.78
Total Assets	\$1,905,123.14

B. General Session Minutes Resolution: A motion was made, seconded, and unanimously carried that the General Session minutes dated June 21, 2021 be approved as presented.

C. 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:

- Shields Building Service was approved for the pool restroom improvements for a total cost of \$3,982.00.
- South County Plumbing performed sewer line repairs at 24682 Evening Star for a total cost of \$4,525.00.
- Repipe1 performed two (2) repipes for a total cost of \$10,593.50.
- Repipe1 performed two (2) repipes for a total cost of \$14,046.00.

3. Committee Reports

A. Landscape Committee Report

The Board of Directors reviewed the June landscape report prepared by RGS. The Landscape Committee provided an update at the meeting.

Resolution: A motion was made, seconded, and unanimously carried that the Landscape Committee produce a new Action List for follow up on the items presented to the Board of Directors during the meeting and that Committee be included on Landscape Committee correspondence.

B. Architectural Committee Report

The Architectural Committee provided the Board of Directors an update.

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

C. Re-Pipe Committee

The Re-Pipe Committee provided the Board of Directors an update.

Resolution: No action was taken at this time.

D. Construction/Maintenance Committee

There was no discussion held.

4. Unfinished Business

A. Petra Geoscience Report

The Board of Directors reviewed the Petra Geoscience amendment request for their geotechnical evaluation regarding localized distress at 24666, 24672, and 24767 Morning for a total cost of \$2,480.00.

Resolution: A motion was made, seconded, and unanimously approved to approve the proposal for evaluation of 24666, 24672, and 24767 Morning for a total cost of \$2,480.00.

B. Community Wide Wood Repairs

This topic was tabled to the next meeting pending the revised bid submitted by EmpireWorks. Management was directed to include proposals for a project manager on the next agenda.

C. DCSE

The Board of Directors reviewed the bid submitted by EmpireWorks (\$28,124.00) and Shields Building Service (\$19,982.00) using the structural calculations prepared by DCSE for 24682 Evening Star. A bid request was also sent to Anchored Construction, which was reviewed by the Board.

Resolution: A motion was made, seconded, and unanimously carried to authorize Directors Minton and Sandborg to work with Maintenance/Construction Committee to approve a vendor for a total cost not to exceed \$20,000.00

D. Website

This topic was tabled to the next meeting pending a Zoom meeting with the Board to review the proposed website by Director Minton.

E. Parking Committee

The Board reviewed homeowner Jane Collins' request to be appointed to the Parking Committee.

Resolution: A motion was made, seconded, and unanimously carried to appoint Jane Collins to the Parking Committee.

The Board deferred 24532 Moonfire's safe listing request to the Parking Committee.

5. New Business

A. Pool Area

1. Painting

The Board of Directors reviewed the bid submitted by EmpireWorks for a total cost of \$2,075.00, which does not include the removal of the fence as EmpireWorks does not provide this type of service.

This topic was tabled to the next meeting pending further review by the Board and the Maintenance/Construction Committee.

2. Lighting

The Board of Directors reviewed the proposals submitted by ABM (\$18,947.57) and Horizon Lighting (\$16,303.20) to install nine (9) new lamp posts.

Resolution: A motion was made, seconded, and unanimously carried to approve Horizon Lighting to install nine (9) new lamp posts, contingent upon confirmation that 2700 K bulbs be used instead of 3000 K.

B. Insurance Renewal

Resolution: A motion was made, seconded, and unanimously carried to approve Farmers Insurance to renew the 2021-2022 insurance with Option 1, which includes an upgraded D&O Liability, for a total annual premium of \$61,678.00. Management was directed to inquire about the addition of Earthquake Insurance to the current proposed insurance at a later date.

C. Reimbursement Requests

1. 24512 Polaris

The Board of Directors reviewed Director Collins' reimbursement request of \$625.00 for replacement of damaged deck material.

Resolution: A motion was made, seconded, and unanimously approved to approve the reimbursement for \$625.00.

2. 33536 Seawind

The Board of Directors reviewed 33536 Seawind's reimbursement request of \$225.00 for a sewer backup caused by root intrusion.

Resolution: A motion was made, seconded, and unanimously approved to approve the reimbursement for \$225.00.

- 6. Homeowner Forum** The following issues were brought up to the Board of Directors during homeowner forum:
- Patio issues – stucco finish
 - Plumbing – Drainage/Cleanout follow-up
 - Insurance Inquiry
 - Pets on leashes within the community

Management was directed to follow up with Scott English Plumbing on the status of the report where cleanouts were not accessible and why. Additionally, Management was directed to send a work order to clear the gutters at 24486 Moonfire.

- 7. Next Meeting** The next Board of Directors meeting and Annual Meeting are scheduled for **Monday, August 16, 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.

- 8. Adjournment** There being no further business to come before the Board in General Session, the meeting was adjourned at 7:53 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
--------------	-------	-----------	------