

**Sea Ridge Condominium Association**  
**Monday, December 20th, 2021 | 6:00 p.m.**  
**General Session Minutes**

**1. Call to Order**

The Board of Directors General Session Meeting was called to order at 6:09 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.

**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.**

Bradley Collins, Community Manager

**2. Management Reports**

The following items produced by management were presented to the Board of Directors:

1. Action List
2. Annual Calendar
3. Work Order Report

**3. Consent Calendar**

**Resolution:** A motion was made (Sandborg), seconded (Collins), and unanimously carried to approve items 3A, 3B, and 3C be approved as presented.

**A. Financial Statements**

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

Total Operating Accounts	\$56,486.45
Total Reserve Accounts	\$1,832,492.64
<b>Total Assets</b>	<b>\$1,904,828.26</b>

**B. General Session Minutes**

**Resolution:** A motion was made (Sandborg), seconded (Collins), and unanimously carried that the General Session minutes dated November 18th, 2021 be approved as presented.

**C. Expense Items for Ratification**

**Resolution:** A motion was made (Sandborg), seconded (Collins), and unanimously carried that Ratification items totaling **\$3,541.16** be approved as presented.

**4. Committee Reports**

**A. Landscape Committee Report**

**Resolution:** A motion was made (Sandborg), seconded (Ostergaard), and unanimously carried that Landscaping proposal items totaling **\$428.65** be approved as presented.

The Landscape Committee provided an update at the meeting.

**B. Architectural Committee Report**

**Resolution:** A motion was made (Sandborg), seconded (Minton), and unanimously carried that That the Architectural Committee minutes dated November 6th, and November 13<sup>th</sup>., be approved as presented.

The Architectural Committee provided an update at the meeting.

**1. Covenants Committee**  
**C. Construction/Maintenance Committee**

The Covenants Committee provided a status update at the meeting.

The Construction/Maintenance Committee provided an update at the meeting.

President Steve Sandborg presented the Board with a timeline for review, of the commencing of the Wood and Stucco Repairs project.

**D. Website Committee**

**Resolution:** No action was taken at this time. Director Minton and management were directed to work on getting a draft eblast to the community on their website feedback for the next meeting.

**E. Parking Committee**

Dave Kurian of the Parking Committee provided an update regarding the current parking program.

**Resolution:** A motion was made (Cesare), seconded (Ostergaard), and unanimously carried to allow the procurement and installation of four new “Patrol Masters” signs at the entrances to the community.

**5. Unfinished Business**

**A. Community Wide Wood Repairs – Discussion**

Steve Padula provided the Board with an update to this project.

**B. Fontaine Annual Roofing Maintenance**

**Resolution:** A motion was made (Sandborg), seconded (Cesare), and unanimously carried to approve Fontaine Roofing to perform the Annual roofing maintenance for a cost of **\$22,240.00**.

**C. Shields – Crawlspace Drainage Inspections**

**Resolution:** A motion was made (Sandborg), seconded (Minton), and unanimously carried that Shields will inspect all 47 “building” crawlspaces under each unit for a cost of **\$2,490.00**.

**D. Fontaine Roofing – Gutter Proposal**

**Resolution:** A motion was made (Cesare), seconded (Ostergaard), and unanimously carried to approve Fontaine roofing to perform this work at the revised cost of **\$750**.

**E. Structural Engineering – Morning Star Residences**

**Resolution:** No action was taken at this time.

**6. New Business**

**A. Shields – Gate Repairs**

**Resolution:** Management was requested to follow up with the homeowner on the cause of the gate being removed originally and for the board to be informed of the response.

**B. Town Hall Potential Dates – Discussion**

**Resolution:** No action was taken at this time.

**C. Pool Furniture – Frank Cesare**

**Resolution:** No action was taken at this time. Director Cesare will provide a recommendation to the Board at the next meeting.

**7. Next Meeting**

The next Board of Directors meeting are scheduled for **Monday, January 17th, 2022**, either via Zoom Teleconference or at the community clubhouse. 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 8:29 p.m. by Board President Steven Sandborg.

**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