

**Sea Ridge Condominium Association  
Board of Directors Meeting  
Monday, May 15th, 2023 | 6:00 p.m.  
General Session Minutes**

|   |   |
|---|---|
| <b>1. Call to Order</b>                   | The Board of Directors General Session Meeting was called to order at 6:05 p.m. by Board President Steve 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.   |
| <b>Directors Present</b>                  | Steven Sandborg, President<br>Roger Ostergaard, Vice President<br>David Duro, Treasurer<br>Steven Padula, Secretary – Via Zoom Teleconference   |
| <b>Directors Absent</b>                   | None  |
| <b>Seabreeze Management Company, Inc.</b> | Bradley Collins, CMCA, AMS, Senior Community Manager  |
| <b>2. Executive Session Meeting</b>       | 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 prior Executive Session minutes.  |
| <b>3. Community Reports</b>               |   |
| <b>A. Management Reports</b>              | The Board of Directors reviewed the reports produced by management.   |
| <b>B. Landscape Committee</b>             | The Landscape Committee did not provide an update at the meeting.   |
| <b>C. Architectural Committee</b>         | The Architectural Committee provided an update at the meeting.  |
| <b>D. Maintenance Committee</b>           | The Maintenance Committee provided an update at the meeting.  |
| <b>E. Parking Committee</b>               | The Parking Committee did not provide an update at the meeting.   |
| <b>F. Finance Committee</b>               | The Treasurer provided a summary of the current financials.   |
| <b>G. Social Committee</b>                | <b>Resolution:</b> A motion was made (Sandborg) seconded (Ostergaard) and unanimously carried to approve the newsletter for distribution.   |
| <b>4. Consent Calendar</b>                |   |
| <b>A. Financial Statements</b>            | <b>Resolution:</b> A motion was made (Sandborg) seconded (Duro) and unanimously carried that the financial statements and reconciled bank statements dated <b>April 30th, 2023</b> be ratified as presented, subject to audit/review by a CPA at fiscal year-end. These financial statements were reviewed by the Board of Directors within the |

|   | timeframes required by California Civil Code and the Association's governing documents.   |                |               |      |       |                             |         |                  |                           |         |  |               |                |
|---|---|----------------|---------------|------|-------|-----------------------------|---------|------------------|---------------------------|---------|--|---------------|----------------|
| <b>B. General Session Minutes</b>                       | <b>Resolution:</b> A motion was made (Duro) seconded (Sandborg) and unanimously carried that the General Session minutes dated <b>April 17th, 2023</b> be approved as presented.  |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>C. Expense Items for Ratification</b>                | <p><b>Resolution:</b> A motion was made (Sandborg) seconded (Duro) and unanimously carried to approve the following items for ratification:</p> <table border="1"> <thead> <tr> <th>Item/Vendor</th> <th>Source/Reason</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>24HRC</td> <td>33566 Seawind - Remediation</td> <td>\$6,172</td> </tr> <tr> <td>Gothic Landscape</td> <td>Polaris – Mainline Repair</td> <td>\$1,063</td> </tr> <tr> <td></td> <td><b>TOTAL:</b></td> <td><b>\$7,235</b></td> </tr> </tbody> </table> | Item/Vendor    | Source/Reason | Cost | 24HRC | 33566 Seawind - Remediation | \$6,172 | Gothic Landscape | Polaris – Mainline Repair | \$1,063 |  | <b>TOTAL:</b> | <b>\$7,235</b> |
| Item/Vendor   | Source/Reason   | Cost           |               |      |       |                             |         |                  |                           |         |  |               |                |
| 24HRC   | 33566 Seawind - Remediation   | \$6,172        |               |      |       |                             |         |                  |                           |         |  |               |                |
| Gothic Landscape  | Polaris – Mainline Repair   | \$1,063        |               |      |       |                             |         |                  |                           |         |  |               |                |
|   | <b>TOTAL:</b>   | <b>\$7,235</b> |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>5. Unfinished Business</b>                           |   |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>A. 2023-24 Budget</b>                                | <b>Resolution:</b> Management was asked to address errors in the 5 Year Trend report.   |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>B. 33666 Discovery – Sewer Line</b>                  | <b>Resolution:</b> No action was taken.   |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>6. New Business</b>                                  |   |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>A. Roofing Inspection – 24746 Evening Star Drive</b> | <b>Resolution:</b> Management was asked to send this proposal back to Fontaine with corrections to only repair the ridge line tiles.  |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>B. Homeowner Requests</b>                            | <b>Resolution:</b> No action was taken.   |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>7. Next Meeting</b>                                  | The next Board of Directors meeting is scheduled for Monday, <b>June 19<sup>th</sup>, 2023</b> at 24641 Evening Star Drive, Dana Point, CA 92629 and Via Zoom Teleconference. Executive Session starts at 5:00 p.m. with General Session to follow.   |                |               |      |       |                             |         |                  |                           |         |  |               |                |
| <b>8. Adjournment</b>                                   | There being no further business to come before the Board in General Session, the meeting was adjourned at 7:01 p.m. by Board President Steve 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