

Sea Ridge Condominium Association
Wednesday, June 21st, 2023 | 6:00 p.m.
General 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 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.																
Directors Present	Steven Sandborg, President David Duro, Treasurer– Via Zoom Teleconference Steven Padula, Secretary																
Directors Absent	Roger Ostergaard, Vice President																
Seabreeze Management Company, Inc.	Bradley Collins, CMCA, AMS, Senior Community Manager																
2. Executive Session Meeting	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.																
3. Community Reports																	
A. Management Reports	The Board of Directors reviewed the reports produced by management.																
B. Landscape Committee	The Landscape Committee provided an update at the meeting.																
C. Architectural Committee	The Architectural Committee provided an update at the meeting.																
D. Maintenance Committee	The Maintenance Committee provided an update at the meeting.																
i. Change Order Approval	<p>Resolution: A motion was made (Sandborg) seconded (Duro) and unanimously carried to approve the below change orders:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Item</th> <th style="text-align: center;">Cost</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Wood Repair CO#30</td> <td style="text-align: right;">\$23,189</td> </tr> <tr> <td style="text-align: center;">Wood Repair CO#31</td> <td style="text-align: right;">\$33,064</td> </tr> <tr> <td style="text-align: center;">Wood Repair CO#32</td> <td style="text-align: right;">\$11,165</td> </tr> <tr> <td style="text-align: center;">Wood Repair CO#33R-2</td> <td style="text-align: right;">\$55,748</td> </tr> <tr> <td style="text-align: center;">Wood Repair CO#34</td> <td style="text-align: right;">\$7,074</td> </tr> <tr> <td style="text-align: center;">Wood Repair CO#35</td> <td style="text-align: right;">\$440</td> </tr> <tr> <td style="text-align: right;">TOTAL:</td> <td style="text-align: right;">\$130,680</td> </tr> </tbody> </table>	Item	Cost	Wood Repair CO#30	\$23,189	Wood Repair CO#31	\$33,064	Wood Repair CO#32	\$11,165	Wood Repair CO#33R-2	\$55,748	Wood Repair CO#34	\$7,074	Wood Repair CO#35	\$440	TOTAL:	\$130,680
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E. Finance Committee	The Treasurer provided a summary of the current financials.																
4. Consent Calendar																	

<p>A. Financial Statements</p>	<p>Resolution: A motion was made (Duro) seconded (Padula) and unanimously carried that the financial statements and reconciled bank statements dated May 31st, 2023 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.</p>																		
<p>B. General Session Minutes</p>	<p>Resolution: A motion was made (Padula) seconded (Sandborg) and unanimously carried that the General Session minutes dated May 15th and May 22nd, 2023 be approved as presented.</p>																		
<p>C. Expense Items for Ratification</p>	<p>Resolution: A motion was made (Sandborg) seconded (Padula) and unanimously carried to approve the following ratification items:</p> <table border="1" data-bbox="451 583 1248 940"> <thead> <tr> <th>Item/Vendor</th> <th>Source/Reason</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>South County Plumbing</td> <td>Evening Star Excavation Repair</td> <td>\$7,200</td> </tr> <tr> <td>Gothic Landscape Shields</td> <td>24661 Sunrise – Juniper Removal</td> <td>\$1,035</td> </tr> <tr> <td></td> <td>33566 Seawind Stucco, Weep screed repairs</td> <td>\$5,478</td> </tr> <tr> <td>N/A</td> <td>Removal of Reserve Transfers totaling \$98,000 prior to 22-23 Fiscal year end.</td> <td>N/A</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL:</td> <td>\$13,713</td> </tr> </tbody> </table>	Item/Vendor	Source/Reason	Cost	South County Plumbing	Evening Star Excavation Repair	\$7,200	Gothic Landscape Shields	24661 Sunrise – Juniper Removal	\$1,035		33566 Seawind Stucco, Weep screed repairs	\$5,478	N/A	Removal of Reserve Transfers totaling \$98,000 prior to 22-23 Fiscal year end.	N/A	TOTAL:		\$13,713
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<p>5. Unfinished Business</p>																			
<p>A. 2023-24 Reserve Study</p>	<p>Resolution: A motion was made (Sandborg) seconded (Duro) and unanimously carried to approve the revised Reserve Study and to mail it to the association membership.</p>																		
<p>B. 33666 Discovery – Sewer Line</p>	<p>Resolution: Management was asked to assign this work to South County Plumbing for their inspection.</p>																		
<p>6. New Business</p>																			
<p>A. Roofing Inspections – Community Wide Report, Multiple Units</p>	<p>Resolution: A motion was made (Padula) seconded (Sandborg) and unanimously carried to approve the proposals for 24576 Moonfire, 24642 Sunrise, 24746 Sea Shell Drive, 33521 Sea Gull, and 33591 Moon Ring Ct.</p> <p>Resolution: Management was asked to obtain a new proposal for 24746 Evening Star Drive, for the hip caps only.</p>																		
<p>B. Buildback Estimates – Multiple Units</p>	<p>Resolution: A motion was made (Padula) seconded (Sandborg) and unanimously carried to approve Shields Building Services proposal to install a new “retaining” wall at 24542 Polaris at a cost of \$8,622.</p> <p>Resolution: A motion was made (Padula) seconded (Sandborg) and unanimously carried to approve ServiceFirst Restoration to perform Buildback at 24606 Polaris at a cost of \$13,722.</p> <p>Resolution: A motion was made (Padula) seconded (Sandborg) and unanimously carried to conditionally approve ServiceFirst Restoration to perform Buildback at 24612 Polaris if the pricing is lower than 24HRC.</p>																		

	Resolution: A motion was made (Padula) seconded (Sandborg) and unanimously carried to conditionally approve ServiceFirst Restoration to perform Buildback at 24661 Sunrise if the pricing is lower than 24HRC.
C. Homeowner Requests	Resolution: This item was tabled.
7. Next Meeting	The next Board of Directors meeting is scheduled for Monday, July 17th, 2023 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.
8. Adjournment	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