

**Sea Ridge Condominium Association
Via Zoom Teleconference
Tuesday, April 26th, 2022 | 6:00 p.m.
General Session Minutes**

- 1. Call to Order** The Board of Directors General Session Meeting was called to order at 6:01 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
Steven Padula, Director at Large
- Directors Absent** Rick Collins, Secretary
- Seabreeze Management Company, Inc** Bradley Collins, Community Manager
- 3. Management Reports** The following items produced by management was presented to the Board of Directors:
1. Action List
 2. Annual Calendar
 3. Work Order Report
- 4. Consent Calendar**
- A. Financial Statements and Treasurer's Report** The Board of Directors reviewed the Treasurer's Report from Roger Ostergaard. **Resolution:** A motion was made (Sandborg), seconded (Minton), and unanimously carried that the financial statements and reconciled bank statements dated **February 28th, 2022 and March 31st, 2022** be ratified as presented, subject to audit/review by a CPA at fiscal year-end.
- B. General Session Minutes** **Resolution:** A motion was made (Sandborg), seconded (Minton), and unanimously carried that the General Session minutes dated **February 28th, 2022, and March 16th, 2022** be approved as presented.
- C. Expense Items for Ratification** **Resolution:** A motion was made (Sandborg), seconded (Ostergaard), and unanimously carried that ratification items totaling \$4,752.35 be approved.
- 5. Committee Reports**
- A. Landscape Committee Report** The Landscape Committee provided an update at the meeting.

B. Architectural Committee Report

The Architectural Committee provided an update at the meeting.

Resolution: A motion was made (Sandborg), seconded (Minton), and unanimously carried that the Architectural Committee minutes dated **February 12th, 2022, February 22nd, 2022, and March 3rd, 2022, and April 7th, 2022** be approved as presented.

C. Construction/Maintenance Committee

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

i. Paint Colors - Discussion

Resolution: This item was tabled.

D. Parking Committee

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

6. Unfinished Business

A. Exterior Fence Repairs – Walkabout Lane and Dana Point Dr.

Resolution: Management was instructed to go back to SoCal Builders to clarify an issue with the scope and resubmit their proposal.

B. Reserve Study Report 2022-2023

Resolution: Management was advised to set up an additional meeting for the Board to review and revise the 2022-23 Reserve Study and Budget.

C. Scott English Plumbing – Recommended Repairs

Resolution: Management was advised to obtain further clarification on the scopes of work and to ensure that 24682 Seacall Way was approved.

D. Structural Engineering Reports – 24732 Morning Star and 24542 Sandpiper

Resolution: No action was taken.

E. Soils Report – 24686, 24692, 24696 Morning Star

Resolution: No action was taken.

7. New Business

- A. **33591 Moonring Court – Vehicle Damage** **Resolution:** No action was taken. Management is awaiting a scope from Shields Building Services.
- B. **Shields – Crawlspace Inspection Proposal** **Resolution:** This item has been tabled for a later date to be considered.
- C. **Personal Touch Cleaning – Proposal** **Resolution:** Management was advised to communicate with Personal Touch on several duties performed relative to this scope.
- D. **Morning Star Residences – Structural Inspection Proposals** **Resolution:** This item has been tabled for a later date to be considered.
- E. **24552 Sandpiper – Roof Gutter Damage** **Resolution:** Management was advised to send this item to Director Padula to create a scope of work for a bid to be submitted from multiple companies.
- F. **24736 Seacall – Deck Issue** **Resolution:** Management was advised to send this item to Shields Building Services for an inspection and a scope of repairs, if needed.
- G. **Homeowner Requests** **Resolution:** No action was taken.
- H. **RGS Termination Notice** **Resolution:** A motion was made (Sandborg), seconded (Ostergaard) and unanimously carried to accept the resignation of RGS Landscape Services.
- I. **24666 Morning Star – Structural Repairs** **Resolution:** Management was advised to send this item to Director Padula to create a scope of work for a bid to be submitted from multiple companies.
- J. **HVAC Covenant Template – ROD LLP** **Resolution:** Management was advised to set up a meeting with the Covenants Committee and the ROD LLP Team.
- K. **Reimbursement Request – 24666 Morning Star Lane** **Resolution:** A motion was made (Ostergaard), seconded (Padula) and carried with majority (Sandborg abstained) to reimburse the homeowner of 24666 Morning Star Lane \$1,929 for their personal expenses incurred due to door frame issues and crack infill.

8. Next Meeting

The next Board of Directors meeting are scheduled for **Monday, May 23rd, 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.

9. Adjournment

There being no further business to come before the Board in General Session, the meeting was adjourned at 8:04 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