

**Sea Ridge Condominium Association**  
**Monday, August 15th, 2022 | 6:00 p.m.**  
**General Session Minutes**

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| <b>1. Call to Order</b>                   | 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.  |
| <b>Directors Present</b>                  | Steven Sandborg, President<br>Scott Minton, Vice President<br>Steven Padula, Director at Large – Via Zoom Teleconference – Exited at 7:01 PM   |
| <b>Directors Absent</b>                   | Rick Collins, Secretary<br>Roger Ostergaard, Treasurer   |
| <b>Seabreeze Management Company, Inc.</b> | Bradley Collins, 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>              | Management provided a summary of items related to the following:<br><br><ol style="list-style-type: none"> <li>1. Action List</li> <li>2. Annual Calendar</li> <li>3. Workorder Report</li> </ol>  |
| <b>B. Landscape Reports</b>               | The Landscape Committee provided an update at the meeting.   |
| <b>i. Smart Controller Information</b>    | <b>Resolution:</b> No action was taken.  |
| <b>C. Architectural Committee</b>         | <b>Resolution:</b> A motion was made (Sandborg), seconded (Minton), and unanimously carried that the Architectural Committee minutes dated <b>August 3<sup>rd</sup>, 2022</b> be approved as presented with the following stipulations:<br><br><ul style="list-style-type: none"> <li>- <b>33574 Seawind:</b> Permit copy does NOT need to be submitted to the architectural committee.</li> </ul> |
| <b>i. Garage Door Colors - Discussion</b> | <b>Resolution:</b> No action was taken.  |

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| <p><b>D. Construction/Maintenance Committee</b></p>                  | <p>The Construction/Maintenance Committee provided an update at the meeting.</p> <p><b>Resolution:</b> A motion was made (Sandborg), seconded (Minton), and unanimously carried to approve Change Order #6 for \$14,002, Paint Change Order #1 for \$34,000, and Paint Change Order #2 for \$4,369 for painting of red brick at Meridian, Moonring, Divers and Sunrise Court.</p> <p><b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried to approve DSI Engineering for \$4,500 for Phase 1, and on a recurring retainer of \$2,000 for Deck Joist Reconstruction in Phase 2.</p> |
| <p><b>E. Parking Committee</b></p>                                   | <p>The Parking Committee provided an update at the meeting.</p> <p><b>Resolution:</b> Management was instructed to work with the Parking Committee to draft correspondence to the unregistered homeowners in the community.</p>  |
| <p><b>F. Treasurer's Report</b></p>                                  | <p>No action was taken.</p>  |
| <p><b>4. Consent Calendar</b></p>                                    |  |
| <p><b>A. Financial Statements</b></p>                                | <p><b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried that the financial statements and reconciled bank statements dated <b>July 31<sup>st</sup>, 2022</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.</p>  |
| <p><b>B. General Session Minutes</b></p>                             | <p><b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried that the General Session minutes dated <b>July 18th, 2022</b> be approved as presented.</p>  |
| <p><b>C. Expense Items for Ratification</b></p>                      | <p><b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried to approve the items for ratification totaling \$6,148.10.</p>   |
| <p><b>5. Unfinished Business</b></p>                                 |  |
| <p><b>A. Website and Online Digital Storage</b></p>                  | <p><b>Resolution:</b> This item was tabled for further review of options.</p>  |
| <p><b>B. Concrete Repair – 24696 Morning Star Lane</b></p>           | <p><b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried to give the homeowner a \$1,400 credit to improve the sidewalk on their own, or to approve the cost of a new sidewalk.</p>   |
| <p><b>6. New Business</b></p>  |  |
| <p><b>A. Neighboring Association – View Obstruction Trimming</b></p> | <p><b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried to approve trimming of this bush at a cost of \$1,567.</p>   |

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| <b>B. Deck Reconstruction – 24732 Morning Star Drive</b> | <b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried to approve EmpireWorks at a cost of \$17,159.  |
| <b>C. Sewer Repair – 24682 Evening Star Drive</b>        | <b>Resolution:</b> This item was tabled.  |
| <b>D. 24622 Polaris - Homeowner Request</b>              | <b>Resolution:</b> A motion was made (Sandborg), seconded (Minton) and unanimously carried to have EmpireWorks inspect this pillar.   |
| <b>7. Next Meeting</b>                                   | The next Board of Directors meeting is scheduled for Monday, <b>September 20th, 2022</b> at 24641 Evening Star Drive, Dana Point, CA 92629 and Via Zoom Teleconference. Executive Session starts at 5:00 p.m. with the 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 7:36 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.

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| Printed Name | Title | Signature | Date |
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