

SURFSIDE III CONDOMINIUM OWNERS' ASSOCIATION, INC.
OPEN BOARD MEETING MINUTES
SATURDAY, AUGUST 12, 2023
AS A HYBRID MEETING

PHYSICAL LOCATION: IN THE CLUBHOUSE AT 600 SUNFISH WAY, PORT HUENEME
AND

AUDIO CONNECTION: 1-844-854-2222 (Toll Free) Access code: 822680#

OWNER'S QUESTIONS

Each homeowner wishing to make comments to the Board can do so during the Open Forum and the homeowner will be given 3 minutes to speak. Comments may or may not be addressed by the Board at that time. Homeowners may not give their time to another homeowner.

- **CALL TO ORDER OF REGULAR MEETING (Audio Conference) 10:00 am**
 - Andy Santamaria – President -**Present**
 - Lya Findel – Vice- President -**Present by phone**
 - Bruce Kulpa – Treasurer -**Present by phone**
 - Barbara Lopez – Secretary - **Absent**
 - Kevin Schultz – Director -**Present (Left meeting at 10:30 am)**

EXECUTIVE SESSION SUMMARY – Board held discussion with owners regarding late fees, awarded a \$75,000/year landscaping contract to Garcia's Landscaping & Maintenance Inc., awarded a \$7,992 tree and palm tree trimming contract to TreeScapes, and approved the July 8, 2023, Executive Board Meeting Minutes.

GUEST/PRESENTATION - None

- **OPEN FORUM**
- **EMERGENCY ADDITIONS TO AGENDA – Andy Santamaria moves, Kevin Schultz seconds, to add a discussion item regarding adding a committee composed of two directors to address late fees adjustments to the agenda. Motion passes 4-0-1 with Barbara Lopez being absent.**
- **CONSENT AGENDA – Andy Santamaria moves, Lya Findel seconds, to approve the Consent Agenda. Motion passes 4-0-1 with Barbara Lopez being absent.**

Expenditures (sample)

 - \$147,856 – Ceiling Reinforcement Project
 - \$13589 – City Butler Building Repair – COA tree branch damaged it
 - \$13,437 – EQ Insurance Premium
 - \$6,150 – Condo Plumbing Repairs (3 units)
 - \$5,949 – Insurance Premium
 - \$5,340 – Landscaping Fee
 - \$5,179 – Elevator Service Fee
 - \$3,135 – Electrical Pane Replacement (3)
 - \$2,110 – Termite Service at Various Locations
 - \$2,100 – Clubhouse Shower Pipe Repair
 - \$1,765 – Gutter Repair at Various Locations
 - \$1,700 – Management Fee

- \$1,423 – Printing and Postage
 - \$1,276 – Pool Service
 - \$970 – Irrigation Valve Replacement
 - \$650 – Car Wash Pipe Repair
 - \$485 – Pest Control Service
 - \$307 – Drain Cleanout Service
 - \$250 – Valve Box Replacement
 - July 8, 2023, Open Board Minutes
- **COMMITTEE REPORTS – Report presented.**
 - Unit Improvement Committee – **785 Reef Circle** – Building 5, 1st floor, approved installing security door and windows.
- **OFFICER REPORTS**
 - President
 - Discussion on Balcony Ceiling Reinforcement Project Status – **Discussion held.**
 - Discussion on 2023 Reserve Study – **Andy Santamaria moves, Lya Findel seconds, to approve the 2023 Reserve Study (fiscal year end date of December 31, 2023) and to provide a recommendation to the Budget Committee to increase the Reserve Fund in the range of 3% to 9%. Motion passes 3-0-2 with Barbara Lopez and Kevin Schultz being absent.**
 - Discussion on resuming extensive sewer line cleaning – **Discussion held resulting in a recommendation being given to the Budget Committee to provide \$20,000 in the operating budget for sewer line cleaning.**
 - Discussion on Clubhouse interior maintenance – **Dulce Setterfield presented a request for a Workplan and Budget Allocation Plan for 2024 for the Pool Room Interior to be discussed. Discussion was held. An article and a survey on improving the Pool Room interior will be included in the next Newsletter to solicit comments from the residents. A task force will be needed to gather information and develop a scope of work to develop a budget for 2025 and beyond. When developing the budget, the Budget Committee will look at the funding level to be included in the 2024 budget to initiate some improvements.**
 - Owner’s request to have common ground dedicated temporarily for his parking use. **Andy Santamaria moves, Lya Findel seconds, to deny owner’s request to have a common parking space dedicated for his parking use. Motion passes 4-0-1 with Barbara Lopez being absent.**
 - Discussion on processing units used for Airbnb. – **Discussion held.**
 - Board Committee to address late fee waiver requests – **Andy Santamaria moves, Kevin Schultz seconds, to create a Board Committee with Kevin Schultz and Lya Findel that will address late fee adjustment requests. Motion passes 4-0-1 with Barbara Lopez being absent.**
 - Board Discussion – **Since there were only five owners who submitted Director applications for the Board, and there are only five positions available, the Directors will be appointed by acclamation at the October 14, 2023, Board meeting and there will not be an election.**
 - Vice President
 - Website Maintenance – **Lya Findel moves, Andy Santamaria seconds, to maintain the Surfside III.org website and to cease using or maintaining the Surfside III.com website. Motion passes 4-0-1 with Barbara Lopez being absent.**
 - Board Discussion

- Treasurer
 - Financial Discussion – **Report presented.**
 - Board Discussion
 - Board Approval of Association Finances – AB 2912 for June 2023 – **Andy Santamaria moves, Bruce Kulpa seconds, to approve the AB 2912 document for June 2023, and to authorize the President to sign the document on behalf of the board. Motion passes 3-0-2 with Barbara Lopez and Kevin Shultz being absent.**
 - Secretary – Board Discussion – **No discussion.**
 - Director – Board Discussion – **No discussion.**
- **ARCHITECTURAL APPLICATIONS – REVIEW/APPROVAL/DENIAL**
 - **787 Reef Circle** – Building 5, 2nd floor, request to install furnace – City permit to be obtained – **Andy Santamaria moves, Kevin Schultz seconds, to approve the application. Motion passes 4-0-1**
 - **988 Lighthouse Way** – Townhome – water line repiping due to low pressure caused by epoxy in the lines.- **Andy Santamaria moves, Lya Findel seconds, to approve the application. Motion passes 4-0-1**
 - **754 Seawind Way** – Townhome – garage door installation – **Andy Santamaria moves, Lya Findel seconds, to approve the application. Motion passes 4-0-1.**
- **LIENS - None**
- **NEXT MEETING** -The next meeting will be held at 10:00 am, September 9, 2023.
- **MEETING ADJOURNED – Meeting adjourned at 11:20 am.**

A. Santamaria 9/9/2023