

Agenda 2/1/2026 Seagrape Annual Meeting

1. Certifying Quorum - Call to order.
2. Proof of Notice of Meeting.
3. Reading and disposal of unapproved minutes/acceptance/approval of minutes from Jan. 4, 2026.
4. Reports of Officers/Treasurer's Report
5. Reports of Committees.
6. Announcement of Directors.
7. Unfinished Business. recycling
8. New Business.
9. Adjournment

Seagrape Annual Board Meeting Sunday, Feb. 1st, 2026, 5:00 PM

1. Certifying Quorum - Call to order.

The meeting was called to order at 5:01 pm by David Smith, President. Those present: David Smith, President, Dimitra Tebano, Director, Mena Girgis, Vice President, Ann Minor, Secretary, Marilyn Manzone, Consulting Director, Ann Beachler, Consulting Director, Fred Passelli, Treasurer was not present, but sent a proxy. 14 owners were present and 36 by proxy.

2. Proof of Notice of Meeting.

3. Reading and disposal of unapproved minutes/acceptance/approval of minutes from Jan. 4, 2026. Dimitra Tebano made a motion to dismiss the reading of the minutes from the Jan. 4, 2026, meeting as nobody had any comments or questions on it. Mena Girgis seconded it.

4. Reports of Officers/Treasurer's Report. David Smith read the Treasurer's report. Dimitra made a motion to accept the Treasurer's report. Mena Girgis seconded it. Treasurer's report is at the end of the minutes.

David Smith made a motion to do away with petty cash. Mena seconded it. Discussion was had that checks will be sent to those who need to be reimbursed or paid.

5. Reports of Committees. No Committees.

President's Report:

It's been a busy year, and it takes a village. I want to Thank Ann, Marilyn, Annie, Dimitra, Fred, Tamara, Mena and Oliver, Christopher, Angelo for their support.

What have we done?

Improved Cadence of the Meetings to be sure all owners are better informed.

Improve Communication: email distribution list and Authorization forms please be sure to use -seagrapecondominium@gmail.com

Streamlined the application process for perspective Owners / Renters to Tenent Portal

Add Required Documents to the website – Annie, Oliver more to do.

Organized Office Documents

Installed AI cameras and provided access to community. There are 3 administrators
Dominic 312, David 318, Oliver 306

Power washed and Painted First Floor

Completed Falcon Report Expansion joint repairs.

Cleaned the Roof and Trimmed the Trees

Reviewed Storage usage and listed items not acceptable

Invested Reserve account to generate some additional income.

Introduction of the Oxygen Summit app to allow Owners to view accounts online

Leaks and More Leaks please be diligent if you see something say something.

Two large cracks in our building were repaired. One is between the 1st and 2nd floors at the front entrance by 102 where water was coming through. The other repairs are the floor by unit 219 where paint was bubbling and unit 118 where there was a crack in the wall.

From last year Replaced Washer and Dryers introduced an app so we don't need the laundry cards.

Marilyn found an account error related to the Building Painting in 2022.

Insurance Renewal – we budgeted 135000 we came in a just over 107000\$

It really does take everyone's contribution to make this community function.

We had some challenges which were met and overcome Unit 201, Unit 217

New Owners/Renters

201 Crayder

114 Victor Betancour, Lazaro Segura, Yadira Flamand and their child Bianka Betancourt

217 Tatiana Yugay & her sister

222 Domenic Altomare & Alan Dwyer

223 Juan Calle joined his wife.

324 Mercedes and her parents Sean and Marci Ruanova

Next Year: 101, 206

Electrical work – added lights, electrical boxes, Key Magadan 😊

Special Assessments I know they are painful, but we need to save for future expenditures.

6. Announcement of Directors. Only 3 people put their names in for the Board. To have a sufficient number of Board members David is appointing Fred Passelli as Treasurer and Mena Girgis as Vice President. Dimitra Tebano nominated David Smith to be President. Ann Minor seconded. David Smith nominated Ann Minor for Secretary. Mena Girgis seconded it. Dimitra Tebano was appointed Director on the Board.

7. Unfinished Business. Recycling signs were put on the recycle bins. Residents were reminded to use the bins correctly.

8. David Smith made a motion to adjourn the meeting at 5:19pm. Dimitra Tebano seconded it.



Income Statement - Operating
Sea Grape Condominium Association, Inc.
 12/31/2025

Date: 1/15/2026
 Time: 2:50 pm
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Description	Current Period			Year-to-date			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
OPERATING INCOME							
40 - ASSESSMENTS & OTHER INCOME							
4000-00 Maintenance Assessments	\$ 16,266.00	\$ 16,277.16	(\$ 11.16)	\$195,192.95	\$195,326.25	(\$ 133.30)	\$195,326.25
4016-00 SPECIAL ASSESSMENT 2025	-	-	-	90,019.50	-	90,019.50	-
4030-00 Move In Fees	-	-	-	2,000.00	-	2,000.00	-
4032-00 Application Fees	-	208.37	(208.37)	1,687.78	2,500.00	(812.22)	2,500.00
4035-00 Late/Legal/Misc Fees	-	-	-	5,965.00	-	5,965.00	-
4060-00 Laundry Income	347.78	416.63	(68.85)	10,628.69	5,000.00	5,628.69	5,000.00
4075-00 Las Verdes POA Electric	65.00	65.00	-	715.00	780.00	(65.00)	780.00
Total 40 - ASSESSMENTS & OTHER INCOM	\$ 16,678.78	\$ 16,967.16	(\$ 288.38)	\$306,208.92	\$203,606.25	\$102,602.67	\$203,606.25
Total OPERATING INCOME	\$ 16,678.78	\$ 16,967.16	(\$ 288.38)	\$306,208.92	\$203,606.25	\$102,602.67	\$203,606.25
OPERATING EXPENSE							
50 - GENERAL & ADMINISTRATIVE							
5015-00 Accounting	432.00	432.00	-	5,184.00	5,184.00	-	5,184.00
5020-00 Legal Expenses	-	166.63	166.63	1,856.83	2,000.00	143.17	2,000.00
5025-00 Misc Administrative Expenses	654.30	208.37	(445.93)	4,148.34	2,500.00	(1,648.34)	2,500.00
5030-00 Licenses, Permits & Taxes	-	37.50	37.50	-	450.00	450.00	450.00
5037-00 State Fees	-	5.15	5.15	61.25	61.25	-	61.25
5055-00 Bad Debt Expense/(Recovery)	-	-	-	9,257.53	-	(9,257.53)	-
5070-00 Interest Expense/ LOC Renewal	-	-	-	387.50	-	(387.50)	-
5080-00 Condo Fees	24.00	24.00	-	288.00	288.00	-	288.00
5085-00 Application Expenses	-	16.63	16.63	-	200.00	200.00	200.00
5200-00 Insurance	11,239.28	6,400.00	(4,839.28)	135,282.52	76,800.00	(58,482.52)	76,800.00
Total 50 - GENERAL & ADMINISTRATIVE	\$ 12,349.58	\$ 7,290.28	(\$ 5,059.30)	\$156,465.97	\$ 87,483.25	(\$68,982.72)	\$ 87,483.25
54 - UTILITIES							
5400-00 Electricity	527.71	583.37	55.66	6,859.32	7,000.00	140.68	7,000.00
5410-00 Water & Sewer	3,071.16	3,083.37	12.21	37,923.47	37,000.00	(923.47)	37,000.00
5415-00 Telephone	155.41	157.25	1.84	1,863.03	1,887.00	23.97	1,887.00
5440-00 Trash Removal	96.00	166.63	70.63	1,159.36	2,000.00	840.64	2,000.00
Total 54 - UTILITIES	\$ 3,850.28	\$ 3,990.62	\$ 140.34	\$ 47,805.18	\$ 47,887.00	\$81.82	\$ 47,887.00
62 - LANDSCAPING							
6200-00 Landscape Contract	703.04	703.00	(0.04)	8,436.48	8,436.00	(0.48)	8,436.00
6205-00 Landscape/Atrium Replishment	-	83.37	83.37	447.97	1,000.00	552.03	1,000.00
6210-00 Tree Trimming/Removal	-	375.00	375.00	4,500.00	4,500.00	-	4,500.00
6245-00 Irrigation Repairs	-	41.63	41.63	225.18	500.00	274.82	500.00
Total 62 - LANDSCAPING	\$ 703.04	\$ 1,203.00	\$ 499.96	\$ 13,609.63	\$ 14,436.00	\$826.37	\$ 14,436.00
65 - REPAIRS & MAINTENANCE							
6500-00 General Repairs/Maintenance	-	1,500.00	1,500.00	17,987.08	18,000.00	12.92	18,000.00
6517-00 Janitorial Contract	790.00	790.00	-	9,480.00	9,480.00	-	9,480.00
6532-00 Fire Systems	63.13	83.37	20.24	1,669.75	1,000.00	(669.75)	1,000.00
6540-00 Cameras	-	83.37	83.37	-	1,000.00	1,000.00	1,000.00
6550-00 Pest Control	228.00	266.63	38.63	3,126.00	3,200.00	74.00	3,200.00
6555-00 Elevator	180.94	260.00	79.06	3,533.41	3,120.00	(413.41)	3,120.00
Total 65 - REPAIRS & MAINTENANCE	\$ 1,262.07	\$ 2,983.37	\$ 1,721.30	\$ 35,796.24	\$ 35,800.00	\$3.76	\$ 35,800.00
80 - SPECIAL ASSESSMENT FUNDING							
8000-00 Special Assessment Expenses	(4,839.28)	-	4,839.28	31,536.98	-	(31,536.98)	-
Total 80 - SPECIAL ASSESSMENT FUNDIN	(\$ 4,839.28)	\$ -	\$ 4,839.28	\$ 31,536.98	\$ -	(\$31,536.98)	\$ -
90 - RESERVE FUNDING							
9015-00 Painting Reserve	500.00	500.00	-	6,000.00	6,000.00	-	6,000.00
9020-00 Paving Reserve	84.00	83.37	(0.63)	1,008.00	1,000.00	(8.00)	1,000.00
9040-00 Roof Reserve	833.00	833.37	0.37	9,996.00	10,000.00	4.00	10,000.00
9080-00 Elevator Reserve	83.00	83.37	0.37	996.00	1,000.00	4.00	1,000.00
Total 90 - RESERVE FUNDING	\$ 1,500.00	\$ 1,500.11	\$ 0.11	\$ 18,000.00	\$ 18,000.00	\$0.00	\$ 18,000.00
Total OPERATING EXPENSE	\$ 14,825.69	\$ 16,967.38	\$ 2,141.69	\$303,214.00	\$203,606.25	(\$ 99,607.75)	\$203,606.25
Net Income:	\$ 1,853.09	(\$ 0.22)	\$ 1,853.31	\$ 2,994.92	\$ 0.00	\$ 2,994.92	\$ 0.00