

EL DORADO LAKES CONDOMINIUM ASSOCIATION, INC.
MEETING OF THE BOARD OF DIRECTORS
AUGUST 21, 2018

The Regular Meeting of the Board of Directors of the El Dorado Lakes Condominium Association, Inc. was held on Tuesday, August 21, 2108, at the Association's Clubhouse in Long Beach, CA. The Meeting was called to order at 6:05 p.m. by the President, Lisa Massacani.

CALL TO
ORDER

Directors Present: Chap Cooper
Stephanie Halverson
Janell Hiebert
Kim Holcomb
Lisa Massacani
Lynda Roberts
April Ward

Directors Absent: None

Representing Cardinal: Lisa Bryce

Others Present: Rosanne Ankele
Susan Bisso
Lee Bowley
Bill Corey
Lydia Fahlk
Kimberly Franklin
Jack Healy
Ryan Keller
Samuel Kilian
Unna Lassiter
Kerry Martin
Dawn Perez
Elaine Quinn
Candy Reese
Arlene Richardson
Lynda Roberts
Ellen Slaton
Hien Tran

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the July 17, 2018 Regular Meeting, and the July 23, 2018 Special Meeting Minutes as submitted. Cardinal was requested to post the "Approved" Minutes to the website.

APPROVAL OF THE
MINUTES

The Directors reviewed the Collection Status Report. No action was required.

COLLECTION
STATUS REPORT

<p>The Directors reviewed the Aging Report. No action was required.</p>	AGING REPORT
<p>The Architectural/Maintenance Committee reported that they had reviewed the proposals on the Agenda, and had walked the property with Greystone Contractors. A Motion was duly made, seconded, and unanimously carried to approve the Architectural/Maintenance Committee Charter. Director Holcomb voted no. No action was required.</p>	ARCH. /MAINT. CMTE.
<p>The Clubhouse Chair Lynda Roberts reported that the committee had not met. No action was required.</p>	CLUBHOUSE CMTE.
<p>The Communication Committee Chair Lisa Massacani requested that all Committees submit an article for the upcoming newsletter. All drafts were due August 27, 2018. No action was required.</p>	COMMUNICATION CMTE.
<p>The Emergency Preparedness Committee Chair Lisa Massacani reported the Committee had not met. No action was required.</p>	EMERGENCY PREPAREDNESS CMTE.
<p>The Directors tabled review of the July 2018 Financial Statement to the next Board Meeting. Cardinal was requested to add this item to the September 2018 Agenda.</p>	FINANCIAL STATEMENT
<p>The Directors reviewed the June 2018 legal invoices. No action was required.</p>	LEGAL INVOICES
<p>A Motion was duly made, seconded, and unanimously carried to approve the Resolution to Record a Lien against the properties of the members with APN #7235-029-090. Cardinal was requested to inform the collection attorney of the Board's decision.</p>	LIEN AUTH.
<p>The Landscape Committee Chair April Ward reported that the tree removals and stump grinding were complete, the committee was in the process of revising the approved plant list, owners were planting in the common area, and she was setting an appointment to walk with the landscaper to create a proposal for the yearly tree trimming. Cardinal was directed to request Harvest Landscape and Las Flores Landscape to set up an appointment with Director Ward to walk the property and submit a tree trimming proposal.</p>	LANDSCAPE CMTE.
<p>The Directors reviewed Harvest Landscape proposal #64520. No action was required, as the work had already been completed.</p>	HARVEST LANDSCAPE
<p>A Motion was duly made, seconded, and unanimously carried to deny Harvest</p>	HARVEST

Landscape proposal #64521 for ground cover at unit #23K. Cardinal was requested to inform the vendor of the Board's decision.	LANDSCAPE DENIED PROPOSAL
The Security Maintenance Committee reported that all the cameras were now recording except for laundry rooms three and four, and discussed coordinating vendors. No action was required.	SECURITY CMTE.
The President, Lisa Massacani, opened the Homeowner Forum.	H/O FORUM
The owner of unit #5I was present to report the rosemary ivy was dying in the front of the complex, the repairs to their garage were not completed, and questioned why the landscapers were using ivy. No action was required.	UNIT #5I
The owner of unit #10F was present to discuss architectural application processes. No action was required.	UNIT #10F
The owner of unit #22B was present to discuss the vehicle seat in their carport. Cardinal instructed the owner to send a picture and request a variance for the vehicle seat to stay in the carport during the summer months. No action was required.	UNIT #22B
The owner of unit #21I was present to discuss a neighbor-to-neighbor issue. No action was required.	UNIT #21I
The owner of unit #19F was present to discuss items being left in the meter cabinet by their unit and planting in the common area. No action was required.	UNIT #19F
The owner of unit #13B was present to discuss Internet lines being too expensive, and the bare areas by his unit. No action was required.	UNIT #13B
The owner of unit #4F was present to report that the laundry vendor had a machine for re-loading the laundry cards that would allow re-loading on line, and discussed the dwindling wildlife. Cardinal was requested to add wildlife to the September 2018 Agenda.	UNIT #4F
The owner of unit #18K was present to inquire if the vendors were checking maintenance issues. No action was required.	UNIT #18K
The owner of unit #7B was present to discuss the new smoking ban. No action was required.	UNIT #7B
The owner of unit #18L was present to discuss forming a neighborhood watch.	UNIT #18L

No action was required.

The owner of unit #16N was present to discuss the smoking ban. No action was required.

UNIT #16N

Director Massacani closed the Homeowner Forum, as there were no further owners present who wished to address the Board.

H/O FORUM
CLOSED

The Directors discussed vendor parking. Cardinal was requested to send a Plera message requesting owners to inform their personal contractors not to park in carport spaces or block any vehicles parked in carports/open spaces. They would need to use the guest parking spaces in the back.

VENDOR PARKING

The Directors reviewed the proposal from Greystone Contractors. A Motion was duly made, seconded, and unanimously carried to approve Greystone Contractors to repair the storage door at unit #12C at a cost of \$990,00. Cardinal was requested to inform the owner and vendor of the Board's decision.

#12C STORAGE
DOORS

The Directors tabled review of the Greystone Contractors' proposal to the next Board Meeting for deck caulking repair at unit #19A. Cardinal was requested to add the item to the September 2018 Agenda and inform Greystone Contractors that the drain was leaking into the area below.

#19A DECK
CAULKING

The Directors reviewed proposal #21058 from CPR Construction. A Motion was duly made, seconded, and unanimously carried to deny proposal #21058 to power wash areas of the community. Cardinal was requested to inform the vendor of the Board's decision.

POWER WASH
COMMUNITY

The Directors tabled review of the proposal from Island Pacific to the next Board Meeting for railing repairs at unit #3F. Cardinal was requested to add the item to the September 2018 Agenda and request the revised proposal from Greystone Contractors.

#3F RAILING
REPAIR

The Directors reviewed the correspondence from the owner with account #ED-0017-0074-01. The homeowner was present. No action was required.

#ED-0017-0074-01

The Directors tabled discussion on a new janitorial company to the next Board Meeting. Cardinal was requested to add this item to the September 2018 Agenda.

JANITORIAL
PROPOSALS

The Directors reviewed the proposal from Antis Roofing. A Motion was duly made, seconded, and unanimously carried to approve Antis Roofing to perform the

ANNUAL ROOF
INSPECTION

annual roofing maintenance at a cost not to exceed \$39,562.00, with the stipulation that Antis Roofing invoice six monthly payments. Cardinal was requested to inform the vendor of the Board's decision.

The Directors tabled review of CPR Constructions proposal #21203 to the next Board Meeting for wood fence repairs at unit #9A. Cardinal was requested to add the item to the September 2018 Agenda.

The Directors reviewed the proposals from CPR Construction. A Motion was duly made, seconded, and unanimously carried to approve CPR Construction proposal #21219 for entry deck repairs at unit #13E at a cost of \$7,403.00, to be charged to reserves; and proposal #21161 for wood fascia repair at unit #26J at a cost of \$1,323.00, to be charged to reserves. Cardinal was requested to inform the owners and vendor of the Board's decision.

The Directors reviewed the proposals from Greystone Contractors. A Motion was duly made, seconded, and unanimously carried to approve Greystone Contractors' proposal to repair the common area door on building #15 at a cost of \$500.00; the proposal for landing repairs at unit #17P at a cost of \$3,150.00; and the proposal for graffiti removal at a cost of \$2,800.00. Cardinal was requested to inform the owner and vendor of the Board's decision.

The Directors tabled review of the Greystone Contractors proposal to the next Board Meeting for railing repair at unit #24B. Cardinal was requested to add the item to the September 2018 Agenda.

The Directors tabled review of the Gale Force proposal to the next Board Meeting for roof and gutter cleaning. Cardinal was requested to add the item to the September 2018 Agenda, request Gale force to revise their bid to only include gutter cleaning, and to request a bid from Antis Roofing for gutter cleaning.

The Directors reviewed the correspondence from the owner with account #ED-0017-0240-01 regarding the dryer vents needing paint. Cardinal was requested to secure a bid for the painting of the dryer vents, and inform the owner that the Board was requesting a proposal to paint the dryer vents.

The Directors reviewed the correspondence from the owner with account #ED-0017-0069-01 requesting the Association pay for the air conditioner sleeve that was damaged by a truck. A Motion was duly made, seconded, and unanimously carried to deny the request. Cardinal was requested to inform the owner of the Board's decision and inform the owner that the Board would be installing reflective tape to the air

#9A FENCE
REPAIRS

CPR CONST.
APPROVED
PROPOSALS

GREYSTONE CONT.
APPROVED
PROPOSALS

#24B RAILING
REPAIR

GUTTER
CLEANING

#ED-0017-0240-01

#ED-0017-0069-01

conditioner.

The Directors reviewed the correspondence from the owner with account #ED-0017-0203-02 regarding planting in the common area. Cardinal was instructed to request the owner to send pictures of the plants for approval by the Board of Directors, and to add this item to the Executive Session and regular meeting Agendas.

#ED-0017-0203-02

The Directors reviewed the correspondence from the owner with account #ED-0017-0106-02 regarding multiple items. Cardinal was requested to have Greystone Contractors inspect the crack on the patio, submit a proposal for gutter installation, and inform the owner of the Board's decision.

#ED-0017-0106-02

A Motion was duly made, seconded, and unanimously carried to approve the reimbursement to the owner with account #ED-0017-0106-02 for recently installed base boards at the recommendation of Roy Palacios insurance company. Cardinal was requested to inform the owner of the Board's decision.

#ED-0017-0106-02

The Directors reviewed the correspondence from the owner with account #ED-0017-0163-02 requesting reimbursement for a plumbing repair completed by the owner. A Motion was duly made, seconded, and unanimously carried to deny the reimbursement for labor costs. A Motion was duly made, seconded, and unanimously carried to approve the reimbursement for materials purchased, provided the owner mails in a copy of the receipt. Cardinal was requested to inform the owner of the Board's decision.

#ED-0017-0163-02

The Directors tabled the correspondence from the owner with account #ED-0017-0177-01 to the next Board Meeting regarding planting in the common area. Cardinal was requested to add this item to the Executive Session and the regular meeting Agendas.

#ED-0017-0177-01

The Directors reviewed the CAI Board Education classes. A Motion was duly made, seconded, and unanimously carried to approve the Association to become members of CAI. Cardinal was requested to complete the proper paperwork for CAI membership.

CAI BOARD
EDUCATION

The Directors tabled the discussion regarding 24-hour key fob access to the next Board Meeting. Cardinal was requested to add this item to the September 2018 Agenda.

24-HOUR KEY FOB
ACCESS

The Directors tabled the discussion regarding the camera policy to the next Board Meeting. Cardinal was requested to add this item to the Executive Session and

CAMERA POLICY

the regular meeting Agendas.

The Directors tabled the discussion regarding work order processes to the next Board Meeting. Cardinal was requested to add this item to the September 2018 Agenda.

WORK ORDER
PROCESS

The Directors reviewed the annual calendar. No action was required.

ANNUAL
CALENDAR

The Directors announced that the next Board Meeting would be held on September 18, 2018.

NEXT SCHEDULED
BOARD MEETING

A Motion was duly made, seconded, and unanimously carried to add the Proserv Plumbing proposal regarding a clogged drain line at unit #3E to the Agenda.

AGENDA ITEM
ADDED

The Directors reviewed the proposal from Proserv Plumbing. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Proserv Plumbing to repair the drain line at unit #3E at a cost of \$3,681.33, to be charged to reserves. Cardinal was requested to send the signed proposal to the Vendor.

#3E MAIN LINE
REPAIR

There being no further business, the Meeting was adjourned at 8:15 p.m.

ADJOURN

Submitted by: Lisa Bryce, Account Manager

SUBMITTED

ATTEST:

ATTEST

Lisa Massacani, President

Date

SECRETARY CERTIFICATION

SECRETARY
CERTIFICATION

I, Janell Hiebert, appointed Secretary of El Dorado Lakes Homeowners Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of El Dorado Lakes Homeowners Association Meeting held on August 21, 2018, as approved by the Board Members in attendance of the Meeting.

Janell Hiebert, Secretary

Date