

EL DORADO LAKES CONDOMINIUM ASSOCIATION, INC.  
MEETING OF THE BOARD OF DIRECTORS  
JANUARY 15, 2019

The Regular Meeting of the Board of Directors of the El Dorado Lakes Condominium Association, Inc. was held on Tuesday, January 15, 2019, at the Association's Clubhouse in Long Beach, CA. The Meeting was called to order at 6:32 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, Account Manager

Others Present: Lee Bowley  
Kimberly Franklin  
Ronda Howard  
Samuel Kilian  
Kerry Martin  
Elaine Quinn  
Candy Reese  
Ellen Slaton

It was announced that the Board had met in Executive Session prior to this Meeting to approve Minutes, and conduct Hearings.

EXECUTIVE  
SESSION ANN.

A Motion was duly made, seconded, and unanimously carried to approve the Minutes of the November 15, 2018 Regular Meeting, as submitted. Cardinal was requested to post the "Approved" Minutes to Vantaca.

APPROVAL OF THE  
MINUTES

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

COLLECTION  
STATUS REPORT  
ARCH. /MAINT.  
CMTE.

There was no report from the Architectural/Maintenance Committee. No action was required.

The Clubhouse Committee thanked the anonymous owner who installed the pictures that were donated in the pool room and who donated the ping pong balls and paddles, discussed the unsupervised teenagers using the clubhouse, thanked the holiday party committee for all the work they did and all who donated items. The committee was disappointed that not all Board Members were present at the holiday

CLUBHOUSE  
CMTE.

party, discussed a pool table group being formed and thanked owner Samuel Kilian for organizing the group, requested that trash pickups be posted in the laundry rooms, and reported that the lock on the back door to the clubhouse was not working. Cardinal was requested to issue a work order to have the batteries changed on the back door lock of the clubhouse.

The Communication Committee Chair, Lisa Massacani, reported that the next target date for the newsletter would be February 2019. No action was required.

COMMUNICATION  
CMTE.

The Emergency Preparedness Committee Chair, Lisa Massacani, reported the Committee met in December 2018 and discussed the on-going shut off valve issue. No action was required.

EMERGENCY  
PREPAREDNESS  
CMTE.

Stephanie Halverson and Chapman Cooper resigned at 6:46 p.m. from the Board of Directors. A Motion was duly made, seconded, and unanimously carried to accept both resignations from the Board of Directors. Cardinal was requested to remove them from Vantaca and all email correspondence.

RESIGNATION

The Board of Directors discussed the current financial status of the community. A Motion was duly made, seconded, and unanimously carried to accept the October 2018 and November 2018 Financial Statements, subject to audit. A Motion was duly made, seconded, and unanimously carried to approve rolling over the maturing CD for one year. Cardinal was requested to inform the accounting department of the Board's decision.

FINANCIAL CMTE.

The Directors reviewed the November 2018 legal invoices. No action was required.

LEGAL INVOICES

The Directors reviewed the 2018 Audit and Tax returns. A Motion was duly made, seconded, and unanimously carried to accept the 2018 Audit and Tax Returns. Cardinal was requested to mail the 2018 Audit to the membership and file the 2018 taxes.

2018 AUDIT AND  
TAX RETURNS

The Directors tabled the discussion on the 2020 reserve study proposals. Cardinal was requested to add the item to the February 2019 Agenda.

RESERVE STUDY

A Motion was duly made, seconded, and unanimously carried to deny the proposals received from Association Reserves, and Reserve Data Analysis.

DENIED RESERVE  
STUDY  
PROPOSALS

The Landscape Committee Chair, April Ward, reported on landscape matters. A Motion was duly made, seconded, and unanimously carried to approve proposal

LANDSCAPE  
CMTE.

#67278 to remove the tree by unit #6C at a cost of \$1,500.00, with the stipulation that the arborist recommends the tree removal; proposal #67564 to install plant material by unit #19K at a cost of \$365.34; and proposal #67617 to install ground cover by unit #14G at a cost of \$273.24. Cardinal was requested to inform the vendor of the Board's decision.

The Security Committee Chair, Janell Hiebert, reported that laundry room #3 does not have Internet connection. Cardinal was requested to send a work order to Frontier to determine why there was no internet connection in laundry room #3.

SECURITY  
CMTE.

The President, Lisa Massacani, opened the Homeowner Forum.

H/O FORUM

The owner of unit #13B was present to discuss the pool table committee he was organizing. No action was required.

UNIT #13B

The owner of unit #4W was present to report that he was sorry to see account manager Lisa Bryce and Cardinal leaving and discussed how patient and accommodating Cardinal had been with him. No action was required.

UNIT #4W

The owner of unit #2J was present to thank the Board for trimming the tree by her unit. No action was required.

UNIT #2J

The owner of unit #18K was present to thank account manager Lisa Bryce and Cardinal for all that they have done the last few years. No action was required.

UNIT #18K

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 tabled discussion regarding the camera policy to the next Board Meeting. Cardinal was requested to add this item to the February 2019 Agenda.

CAMERA POLICY

The Directors reviewed the proposal received from Greystone Contractors. A Motion was duly made, seconded, and unanimously carried to deny the proposal from Greystone contractors to install a downspout at unit #12A. Cardinal was requested to inform the vendor of the Board's decision.

#12A DOWN  
SPOUT

The Directors tabled the discussion regarding monthly pool service and Aquatrends rate increase to the next Board Meeting. Cardinal was requested to add the item to the February 2019 Agenda.

MONTHLY POOL  
SERVICE

A Motion was duly made, seconded, and unanimously carried to deny the Best Pool Service proposal for monthly pool service. Cardinal was requested to inform the vendor of the Board's decision.

BEST POOL  
SERVICE

The Directors tabled the discussion regarding monthly janitorial service to the next Board Meeting. Cardinal was requested to add the item to the February 2019 Agenda.

MONTHLY  
JANITORIAL  
SERVICE

A Motion was duly made, seconded, and unanimously carried to ratify the following proposals as they were approved due to an emergency: roof repairs to unit #3F at a cost of \$1,160.00; roof repairs to unit #5B at a cost of \$1,765.00; roof repairs to unit #14C at a cost of \$1,572.00; and roof repairs to unit #17P at a cost of \$1,993.00. Cardinal was requested to forward the signed copy of the proposals to the vendor for their records.

RATIFICATIONS

The Directors reviewed proposal #19982R1 received from CPR Construction. A Motion was duly made, seconded, and unanimously carried to approve CPR Construction proposal #19982R1 for stair tread and entry deck replacement at unit #16B at a cost of \$4,519.00, to be charged to reserves. Cardinal was requested to inform the owner and vendor of the Board's decision.

#16B DECK  
REPLACEMENT

The Directors tabled review of the proposals received from Greystone Contractors to replace the deck at unit #13K and to replace the utility closet at unit #16B to the next Board Meeting. Cardinal was requested to add the item to the February 2019 Agenda and request Greystone Contractors take pictures of the damages.

#13K DECK  
REPLACEMENT

The Directors reviewed the proposal received from Greystone Contractors. A Motion was duly made, seconded, and unanimously carried to approve the Greystone Contractors proposal to replace the fascia at unit #17B at a cost of \$1,350.00, to be charged to reserves; and the proposal for stucco repair at unit #23F at a cost of \$850.00. Cardinal was requested to inform the owner and vendor of the Board's decision.

GREYSTONE  
CONTRACTORS  
APPROVED  
PROPOSALS

The Directors tabled the review of the West One Janitorial rate increase to the next Board Meeting. Cardinal was requested to add the item to the February 2019 Agenda.

WEST ONE RATE  
INCREASE

The Directors reviewed the correspondence from the owner with account #ED-0017-0071-01 regarding the pedestrian gate. No action was required.

#ED-0017-0071-01

The Directors tabled review of the correspondence from the owner with account #ED-0017-0111-02 regarding vehicle charging stations. Cardinal was requested to add the item to the February 2019 Agenda.

#ED-0017-0111-02

The Directors tabled the discussion regarding the Association parking space to the next Board Meeting. Cardinal was requested to add the item to the February 2019 Agenda.

ASSOCIATION  
PARKING  
SPACE

The Directors reviewed the correspondence received from vector control regarding mosquitos. Cardinal was requested to send an email to the community with the correspondence.

VECTOR  
CONTROL

The Directors discussed the new software Cardinal was using. No action was required.

VANTACA

The Directors reviewed the Annual Calendar. No action was required.

ANNUAL  
CALENDAR  
ADJOURN

There being no further business, the Meeting was adjourned at 7:47 p.m.

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 January 15, 2019, as approved by the Board Members in attendance of the Meeting.

\_\_\_\_\_  
Janell Hiebert, Secretary

\_\_\_\_\_  
Date