



*Cardinell View Lofts Condominiums*

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF:  
CARDINELL VIEW LOFTS CONDOMINIUMS**

**LOCATION :** Zoom Meeting held at remote locations  
**DATE :** 06/02/2022  
**CALLED TO ORDER :** 06:01 pm  
**QUORUM PRESENT :** Yes

**ATTENDEES (Board Members Bolded)**

<b>Lauren Anderson</b>	Rita Holland
<b>Jon Uto</b>	Barbara Leeming
<b>Kismet Kilbourn</b>	Jeff Sinanian
<b>Sunil Khanna</b>	Tori Kunzler
<b>Heidi Trickle</b>	Justin Marzineck
Mark Vandervest - FSRE	
Cindy Vandervest – FSRE	
Sunny Arruda - FSRE	

**OPENING BUSINESS**

Meeting Agenda was approved.

**NOTE: Unless noted differently, all Board decisions contained in the minutes of the meeting received a motion, a second to the motion, additional discussion, if any, and a vote of a quorum of the Board of Directors.**

**NEW BUSINESS**

This meeting was specifically called to discuss the proposed changes and updates to the CVLC AUC Rules & Regulations and correlating changes to any effected resolutions currently adopted.

**NOTE:** Each Item listed under the following headings are what the agreement was regarding the issue during this meeting.

**Rules and Regulations Updates (Introduction)**

- Replace photo on the front of the Rules and Regulations document with a newer version.
- Update terms used in the document to be consistent throughout and with all other governing documents.
  - HOA changed to AUO (Association of Unit Owners)
  - All pronouns changed from He/She/Him/Hers to They/Them/Their to be gender neutral and inclusive.
  - Unit Owners changed to Owners
  - Occupants now used to refer to any and all Tenants, Occupants, Guests, Visitors, Invitees and Licensees.
  - Vehicle Information for all Occupants – it was agreed this information is needed and necessary even if the Occupant doesn't regularly park on the property.
  - Enforcement and Fine Resolution was changed throughout the document to Fine and Enforcement Resolution to be consistent with the title of the actual Fine and Enforcement Resolution.



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**Notices & Notifications**

- Meeting Notices may or may not be posted onsite prior to meetings
  - Electronic notification is the preferred and most consistent method of notification
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**Owner & Tenant Information**

- Vehicle information for every occupant is needed
  - Owner's insurance policies need to name Cardinell View Lofts Condominium as an additional interest.
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**Air Conditioners**

- It was decided the Daiken mini-splits installed in every unit are considered to be limited common elements and are not to be tampered with or removed.
  - Owner Maintenance is required for limited common elements
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**Dryers**

- It was decided to remove the except of unit 801 from the verbiage regarding ventless dryers.
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**Garbage & Recycling**

- Under professional advice, it was agreed that garbage disposals are prohibited from being installed in the building and the prohibition will continue to be included in the Rules and Regulations.
  - Garbage & Recycling violations will be fined immediately rather than being issued a Notice to Correct.
  - Dumpster and recycling containers must have lids closed at all times.
  - Recycling information will reference the City's website for further clarification
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**Insurance Restrictions**

- No Change will be made to notification of management of all Owner improvements made in excess of \$500 to any unit.
  - Owners renting units are required to provide the Board with proof of rental dwelling insurance.
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**Miscellaneous & Nuisance**

- Smoking rule now includes all the forms of smoking, vaping, e-cigarettes, etc.
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**Pets**

- All rules regarding what pets are prohibited from doing has been changed to Pet Owners must prevent their pets from doing the listed violations.
  - As of the date of this revision, there is now a maximum limit of two pets permitted per unit.
  - Fish tanks shall be limited to one 20-gallon aquarium per unit
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**Rentals and Move In/Out Policy**

- Owners to notify management of any change in tenancy, including but not limited to occupants or change of vehicles.
  - Move ins/outs must be scheduled at least 5 business days prior to the date of moving.
  - Appropriate fees for move in/out will be billed to the Owner
  - Move In/Out times are restricted to 8:00 a.m. to 8:00 p.m.
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**Parking & Vehicles**

- Parking spaces are assigned to units through the Declaration and are not deeded to units.
  - All occupant vehicles must be registered with the AUO within 15 days of any change in vehicles or leases.
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**Storage Units**

- Items stored in common areas will be discarded and the cost associated with the removal of the items will be assessed to the Owner.
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**Motion to Approve**

- A motion was made to approve the Rules and Regulations, and the 3 resolutions (Leasing Resolution, Move in & Move Out Resolution, Notification Process Resolution) proposed and modified at this meeting, with the caveat that the resolutions are reviewed and approved by the AUO Attorney.
  - The motion was seconded
  - Discussion included an amendment to the Motion to allow any necessary format changes that do no change the content of the document, including the terms regarding gender, can be made without further approval.
  - The motion passed unanimously as amended.
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NEXT MEETING DATE: Monday, **July 28, 2022 at 6:00 pm** Regular Meeting

MEETING ADJOURNED: **7:29 PM**

**--- END OF MEETING MINUTES ---**

MINUTES PREPARED BY: **FRESH START Real Estate, Inc.**  
Community Manager