

Eastgate HOA Board Meeting Minutes

Date: June 25, 2025

Time: 7 p.m.

Location: Zoom

Attendees: Dan, Chase, Jen, Daryl, and Diane

Meeting Summary

1. Financial Status and Reserve Update

- **Presenter:** Dan
- **Details:**
 - Operating account balance: ~\$10,000.
 - Reserves: ~\$22,000 held in CDs, including \$2,000 from interest earned.
 - Discussion on aged receivables due to unpaid special assessments and fines, including a \$250 parking fine and a \$100 dog fine for residents of Unit 10.

2. Enforcing Parking and Fines

- **Discussion:**
 - Ongoing parking issues, particularly with Unit 17's gold truck repeatedly parked improperly.
 - Board emphasized strict enforcement of parking rules with fines for violations.
 - Owners are responsible for their tenants' compliance with parking rules.
 - Two different residents moved cones and safety flags blocking parking from the area where the tree removal and stump grinding were to take place and parked their vehicles in those closed spots. Both were fined.
 - One resident used stolen orange cones to reserve herself parking. She was reminded that residents may not reserve parking in the common lots and the stolen cones were retrieved.
- **Action Items:**
 - Chase to mark 10 parking spaces along the building with "Permit Parking Only" stencils this week.
 - Dan to issue another parking fine to Unit 17.
 - Dan to include parking and dog rules in the meeting minutes and reiterate in an email to residents.

3. Payment Methods and Audio Troubleshooting

- **Presenter:** Dan
- **Details:**
 - Paying invoices directly through email avoids a \$5 convenience fee and auto-records payments in bookkeeping software.

- Audio issues with Daryl (muted) were troubleshooted, with suggestions to use phone call-in or chat function.

4. Tree Removal and Parking Enforcement

- **Presenter:** Dan
- **Details:**
 - Tree removal completed for \$4,000, with minor sprinkler system damage repaired by Dan.
 - Parking enforcement discussion reiterated, emphasizing fines and clear signage.
- **Action Items:**
 - Chase to spray paint "Permit Parking Only" on parking spaces using a stencil.
 - Dan to include a note in communications that owners are responsible for tenant compliance.

5. Backflow Device Replacement Compliance

- **Presenter:** Dan
- **Details:**
 - Need to replace ~6 sprinkler backflow prevention devices to comply with city regulations; main device located by the mailbox.
 - City extended replacement deadline (exact date to be confirmed to avoid water shutoff).
 - Dan reached out to a sprinkler maintenance person (recommended by Chase) and an exterminator for pest control.
- **Action Items:**
 - Dan to follow up with Jeff regarding backflow prevention device replacement.
 - Dan to contact the recommended sprinkler maintenance person.

6. CCNRs and Bylaws Amendments

- **Presenter:** Dan
- **Details:**
 - Current CCNRs and Bylaws on record with the county are incomplete and conflicting.
 - Revised versions posted on the website aim to simplify and clarify language.
 - Quorum for voting on amendments: 12 members, or 6 if a second meeting is called within 30 days.
- **Action Items:**
 - All board members to review proposed CCNRs and Bylaws revisions.
 - All board members to submit amendment proposals by the July meeting.

7. July Meeting: Elections and Dues

- **Presenter:** Dan
- **Details:**

- Next meeting scheduled for July 30, 2025, at 7:00 PM.
- Agenda includes elections for President and Vice President and discussion on increasing dues.
- High member attendance critical for quorum and input on dues increase.
- **Action Items:**
 - Dan to push for high attendance at the annual meeting.

Next Steps

- **Chase:**
 - Mark parking spaces with "Permit Parking Only" stencils this week.
 - Obtain and provide stucco repair quote to Dan.
- **Dan:**
 - Issue parking fine to Unit 17.
 - Include parking and dog rules in minutes and resident email.
 - Contact sprinkler maintenance person recommended by Chase.
 - Push for high attendance at the July 30 meeting.
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- **Jen:**
 - Follow up with Jeff on backflow prevention device replacement.
- **Diane:**
 - Distribute meeting minutes within 10 days.
- **All Board Members:**
 - Review proposed CCNRs and Bylaws revisions.
 - Submit amendment proposals by the July meeting.

Adjournment: 7:47 pm

Minutes Prepared By: Diane

Distribution: To be distributed within 10 days.