

PUBLIC Minutes
East Bluff Board Meeting
Tuesday, July 26, 2022

Chaired by: President Nancy Michalski

Present: Tina, Nancy, Liam, Leni

Absent: Mitch

Homeowners: Kris (as Operations Manager)

Meeting started: 6:02 pm

1. Approval of last month's minutes
 - a. June minutes--- Tina Marie will send by email and we will vote by email
2. Homeowner concerns
 - a. Orlyn #512 wants to discuss party tent rules. Wind disturbance can cause damage to buildings and people. Also is an eyesore. Will need to include umbrella to rules
3. Maintenance report by Kris
 - a. The staff continues to focus on getting all of the lumber painted for 1 building.
 - b. Budget item for next year – tree pruning especially in areas where trees are keeping grass from growing
 - c. Dead tree near 433/4?? will be removed in October
 - d. Dead oak by ?? also to be removed in October
 - e. Trees are being hard pruned by Zach (our carpenter), especially in the parking lots where dead branches are overhanging cars. The dead tree in front of 330 is being removed Wed. 7/27
 - f. The fences at 441-448 are complete and also 437-440. Oscar will be spray painting them this week.
 - g. Two new gates at 445 and 446 have been purchased and installed by the owners. Although other options were open to them, they liked the one installed. Our carpenter Zach did the work. These two gates are offered as a prototype for board approval.
 - h. Siding work will begin the first week in August. The crew that was going to help Zach cannot fit it into their schedule and hopefully he can find a person to help him. He will be starting the project by himself and predicts that it will take approximately 12 weeks to finish. I am hoping that the weather and the budget will allow us to replace the fencing from 441-445 this year. We cannot schedule that fence until all of the costs are in for the existing project, but the project is still on schedule
 - i. The parking lots have been cleaned and the next large maintenance project is pruning bushes.
 - j. Devonte Carpenter (15 years old) has been hired to pull weeds and he is doing a great job.
4. New Items
 - a. Pet policies

- i. Discussion of wording of potential written policy. This discussion will continue to the next board meeting
 - b. Newsletter content (rules highlight and rules changes)
 - c. Review draft gate policy (locks and appearance)
 - i. TMM will review. No updates at the present moment
 - d. Update rules on permanent vs temporary structures in restricted areas
 - i. Need to include umbrellas in “party tents”
 - ii. Discussion of vertical gardens, ability to maintain fences and private yards/weeding/etc.
 - e. Priorities for upcoming year (board priorities)
 - i. Siding/fencing project updates and review of progress
 - ii. Assist Mitch in transition to Treasurer role - ongoing
 - iii. Define board positions
 - iv. Review of employee manual
 - v. Web site redesign
 - vi. Continue rules review
 - 1. Pet policy-Nancy - July
 - a. (no breeding of any animals, consider breed, size, number, definition of pet)
 - 2. Gate policy (type and appearance) –Kris/Tina Marie---July
 - 3. Gate locks-Kris/Tina Marie
 - 4. Restricted area inspection and rules enforcement-Mitch
 - 5. Right of entry issues (yard and water shut-off)-Mitch
 - 6. Flag rules (based on Elena’s research)-Leni
 - 7. Renter Policies including define nuisance tenant and eviction policy/procedure-Liam
 - a. to be discussed in August
 - 8. Fine policy (rules for amount, time to resolve, adding cost of getting lien to the homeowners cost etc.)-Nancy
 - 9. Send out yearly rules updates
5. Treasurer’s report (10 minutes)
 - a. Review of current budget status
 - a. Unpaid fees and checkbook balance
 - b. What do we really want to see here?
 - i. Discussion of amounts vs. amount of time fees have been unpaid
 - ii. Discussion of some homeowners who get liens placed on units, etc.
 - iii. Will be discussed next month when Mitch is present

Unpaid Homeowner’s Fees	\$1 - \$500	\$500 - \$999	\$1,000 +	TOTALS
As of 07/28/2022 (process for obtaining numbers under review)				
July 2021	\$1,540	\$2,472	\$9,041	\$13,053

*Process changing for number reporting

Unpaid 2022 assessment fees	\$72,623
All other outstanding fees (fines, insurance, unpaid monthly fees)	\$14,472

Checkbook balance	\$87,315
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6. Old Business (15 minutes). As needed, items may be deferred to next meeting.
 - a. Parking enforcement article to publish
 - b. Article/update info on furnace replacements
 - i. Web site updates
 - ii. Newsletter--**July needs to be sent out with updates: furnace info? Finalizes recommendations and a memo will be sent out soon. parking enforcement article.**
 - iii. Structural modification update with furnace info
 1. Discussion of Liam's letter, with HVAC companies who have serviced our furnaces. Other furnaces may also affect siding

PARKING REPORT (July 2022)

	WARNINGS	TOWS
200's	2	1
300's	5	1
400's	1	0
500's	1	0

- c. Items for future meetings
 - a. Review of building repair project
 - b. Review of lawn care services
- d. Adjourn open session: **7:33 pm**
- e. Closed session if needed.