

EASTPORT VILLAS HOA ANNUAL MEETING MINUTES

November 15, 2025 @ 10:00 am
POA Conference Room

A. CALL TO ORDER: 10:00 am

D. INTRODUCTIONS

- Current Board of Directors: Suzanne Ellis, President; Diana Lyndsey, Vice-President; Ken Smith, Treasurer; Sonya Phillips, Secretary; Houston O'Malley, Member at Large
- Inspector of Elections: Stacey Harris
- Homeowners Present: David Lund - unit 8, Jeff Eazor – unit 14

E. ELECTION PROCEDURE

- Inspector of Elections (Stacey Harris) closed the voting.
- Certification of quorum – 12 ballots received
- Introduction of candidates – Suzanne Ellis, Sonya Phillips, David Lund. No nominations from the floor.
- Casting of secret ballots – The Inspector of Elections opened ballots and tallied votes – 10 Suzanne Ellis, 7 David Lund, 5 Sonya Phillips
- Tabulation of Votes – newly elected board members: Suzanne Ellis and David Lund

C. REVIEW OF MINUTES: None to review.

F. FINANCIAL REVIEW:

- Review of financial statements:
9/30/25 – Operating: \$74916.88 Reserves: \$80320.87
10/31/25 – Operating: \$86709.34 Reserves: \$82637.92

Delinquent accounts:

355-420-027 - \$16064.08

Motion to approve financials by: David Lund; Ken Smith 2nd, none opposed

- Annual Budget – Unfortunately, APS has had some system issues for the past couple of weeks so we do not have the final financial reports, but we do have a draft. The total budgeted amount has not changed but we have worked diligently these past 7 months to reduce costs in an effort to increase the amount going into our reserves. The final reports will be going out soon.
- Reserve Report 2026 – We had APS prepare a new reserve report reflecting the marina being newly constructed this year. This has made a significant impact on our reserve account

G. PRESIDENT’S REPORT:

Since March of 2025, the Board has:

- Selected a licensed dock contractor
- Held a vote for a special assessment, which resulted in an overwhelming majority of the owners wanting the docks replaced (20-1)
- Completed the construction of our new marina in October.

The Board would like to thank the dock committee – Jack Carroll, Jeffrey Eazor, David Lund, Will Harris and Diana Lindsey. Jack was in constant contact with Ramco and kept the board up-to-date. We would not have been able to build the dock without the vote of the owners and their financial support.

H. OLD BUSINESS:

- **Dock Committee Report** - Marina project – The Marina construction is complete. We are just waiting on inspections by the POA and City of Canyon Lake. The City is asking for additional items regarding electrical. Epic Electric and Ramco are working together to complete the requested items. We asked for a 180 day extension with the POA, which was granted.

J. NEW BUSINESS/ANNOUNCEMENTS:

1. The Board previously sent out proposed changes to the Rules and Regulations to all owners. Board will vote on adopting changes on January 10th.
2. New storage area rental forms were created for renters and owners. Motion to approve by Ken Smith, 2nd by David Lund, none opposed

3. New pet registration form to be required by all owners and renters. Motion to approve by Ken Smith, 2nd by David Lund, none opposed
4. Boat lifts – owner must submit ACC form to board for approval.
5. Outdoor light fixtures – HOA is not responsible for repairing or replacing light fixtures outside of each unit. Any fixtures replaced must be board approved. We want to try and keep them as uniform as possible.

Section 7.2. Association Maintenance Responsibility With Respect to Lots. The Association shall provide exterior maintenance on each Lot and Residence that is subject to Assessment hereunder, as follows:

a. Paint, stain, repair, replace, and care for the exterior building surfaces of all Residences including roofs, gutters, fences, downspouts, and exterior walls, provided, however, that the Association shall not be responsible for the repair and replacement of exterior doors, screen doors, garage doors, or exterior lighting fixtures and other hardware and glass surfaces;

Completed Items:

1. Leak in main water line at the street was repaired
2. Security cameras placed by a homeowner at the entrance
3. Fire inspection on 10/6/25 completed until next year. This includes fire extinguisher inspection.
4. Gate by laundry room #2 repaired
5. Leaking hose bib outside of unit 12 – repaired
6. Units with water damage around front door repaired stucco and trim repaired

To be completed:

1. Tree removal – 3 large eucalyptus trees in front of building 24311, due to damage from roots/insurance compliance (approved March 2025). Obtaining bid
2. Post/barrier by handicap parking – loose and ineffective – obtaining bid
3. Follow up on sewer pipe issue – obtain 2nd opinion – waiting on bid
4. Repair awnings on units 10 & 18 – waiting on bid
5. We need new signs in the pool area.
6. Fix locking gate for pool area – Spring project
7. Replace handrail on walkway down to the docks – Obtaining bid
8. Board to contact POA regarding trees behind carport
9. Obtain bid for sidewalk shaving some raised areas – Obtaining bid
10. Tree trimming (reserve item) and removal of leaning trees along shoreline before winter – obtaining bid

11. We need to put up signs at the front entrance, storage area and dock entrance for Eastport Villas stating private property/no trespassing

K. OPEN FORUM

L. ADJOURNMENT

This meeting was adjourned by the President at 11:15 am. An Executive meeting to immediately follow to establish new director positions.

Next meeting date: January 10, 2026

Signature of President in absence of Secretary

MEETING RULES: No audio or video recording allowed by attendees. Members may ask questions and/or address issues during the open forum portion of the meeting.