



WESTWOOD SHORES PROPERTY OWNERS' ASSOCIATION  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD MAY 28, 2024  
AT THE CLUBHOUSE, 100 WESTWOOD DRIVE, TRINITY, TX 75862 AT 9:00 AM

The meeting was duly noted in accordance with Texas Property Code 209.0051 via email and posting of the notice on the Website and on each mailbox within the subdivision on May 21, 2024.

**In Attendance:**

Jo Matthew, President  
Deta Rogillio, Vice President  
Ron Auvenshine, Secretary  
Rick Renfro, Trustee  
Rick Walterscheid, Trustee  
Cheryl Savage, Trustee  
Susan Keel, Trustee  
24 Property Owners present  
Bradley Burkeen – Community Manager  
Bonnie Brown – Assistant Community Manager  
Chris Williams – Maintenance Supervisor  
Jenifer Miller – Internal Financial Accountant

**Absent:**

Mark Cole – Constable

1) **Call to Order**

President Jo Matthew called the meeting to order at 9:00 am and led the Pledge of Allegiance to the United States Flag, and Secretary Ron Auvenshine led a prayer

2) **Owner Questions:**

a. Please see the attached list of owner questions and answers attached at the end of the minutes.

3) **Adoption of Agenda**

a. The agenda was adopted as presented.

4) **Announcements**

- a. Thank you to Chris Williams, the maintenance department, and all who helped their neighbors, and the neighborhood clean-up houses and areas after the devastating flooding over the past two months. What a great neighborhood we have!
- b. Thank you, Trista McDonald, the staff of the 19<sup>th</sup> Hole and all who volunteered to make the recent fish fry a success. 107 meals were enjoyed by the community. More such events may be happening in the future.
- c. Thank you to the Beautification Buddies for the new sign in front of the Club House. It looks great!
- d. Susan Keel spoke about the community's 4<sup>th</sup> of July Celebration activities and the fireworks that are paid for by donations. Donations of any amount are appreciated. The event will be held on Saturday, June 29<sup>th</sup>, 2024, and the parade will begin at 7 pm this year. The serving line for food and drinks will be moved inside this year.

5) **Constable Report**

- a. Constable Mark Cole's was unavailable to be at the meeting. He reported the following services for Trinity County for the month of April: attended JP and District court, 2 traffic stops, 1 welfare check, 1 patrol due to tornado, 1 suspicious person/vehicle call, and 1 fire/EMS call.

**6) Consideration of Minutes**

- a. The minutes of the following meetings were reviewed and approved, as presented, by a unanimous vote: April 22, 2024, and May 13, 2024, Special Meeting.

**7) Reports**

a. **Access Control Committee**

Trustee Deta Rogillio reported 7,373 entries through the left-hand lane during April which include POA, Contractor, MVR, and Country Club entries and 557 phone calls. She announced the retirement of Access Control member Gary Zachary after seven years of service. She also reminded everyone that even if you have an e-Tag you must have a Westwood Shores decal on your vehicle. These decals give you entry through the left-hand lane, if needed, entry into Marina Village Resort, and show that your vehicle belongs in the community. Please stop by Access Control and get a decal if you do not have one.

b. **Architectural Control Committee**

The minutes from the April 08, 2024, meeting, were attached for the Board of Trustees to review. ACC Chair George Gallagher announced for Year-to-Date: 11 new homes had been approved; 18 additions/improvements; 10 consolidations; 6 fences; 6 extensions, and 6 denials. Also announced that Carol Beck was selected by the sitting ACC members to fill the remaining term for Beverly Ross.

c. **Maintenance Report**

Maintenance Supervisor Chris Williams reported: Over 30 trees had fallen during the heavy storms and that clean-up of these trees will begin next week. Trees have been left on the side of the roads due to requests by homeowners to cut some of the wood for fireplaces. Dam spillways and culverts were consistently monitored and cleaned during the month, all flags at the entrance were replaced after the storms, ditches are being mowed as they dry out, and the front entrance transition has been sprayed. As the subdivision dries out, more roadside spraying will be accomplished.

d. **Budget Committee: Financials**

Trustee Rick Renfro introduced the new Internal Financial Manager Jenifer Miller to the community. Trustee Renfro reported the POA ended April 2024 with \$1,716,820 in liquid assets. He further reported that total POA income for the month was better than the budget by \$33,019, total POA expenses were under the budget by \$11,253, and the POA outperformed its monthly budget by \$44,273.

e. **Delinquent Accounts**

No report this month.

f. **Deed Violations and Inspection Visits**

Update for March and April 2024. There were 38 new violations, 1 Article 5 violation that remains open, 13 corrected violations from previous months, and 10 at legal or public nuisance for a total of 90 active violations.

g. **Country Club Committee**

No meeting this month, however, Trustee Rick Walterscheid presented the report from Josh Miller, Golf Course Superintendent. The first set of new equipment has arrived and been put into action. New cutting mowers are expected to arrive in late summer and the new aerator is scheduled for June. Golf course staff are receiving new uniforms to present a more professional look, cart paths have been edged and all crack weeds shall be sprayed and cleaned by the end of the month. Another fertilizer was put out on all greens as was goose/crabgrass control applications. New cups and pins have been placed on the putting green and all the new flag poles have now been received. Mowing shall be caught up as weather permits and are awaiting the bids for the bunker project.

h. **Greens/Golf Committee Report**

No meeting this month.

i. **Strategic Planning Committee**

Trustee Ron Auvenshine reported that the committee is still working on the results of the survey and the focus groups.

j. **Streets and Roads Committee**

No meeting this month.

**8) Ratification of Actions taken via Unanimous Written Consent**

- a. Approved opening the pool full time for this season on May 21, 2024.
- b. Approved cancelation of the Golf Now program and begin using the Whoosh program for scheduling tee times.

**9) Items for Consideration**

- a. **Consideration and vote on levying fines on Owners who have violated or are violating the POA's documents.**  
Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to levy fines on the owners which are in violation of the POA's documents over to the Association's attorney to seek compliance with the governing documents through lawsuit, if necessary.  
**See attached appendix 9 a & b.**
- b. **Consideration and vote on referring owners who have violated or are violating the POA's documents over to the Association's attorney to seek compliance with the governing documents through lawsuit, if necessary.**  
Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to refer the owners which are in violation of the POA's documents over to the Association's attorney to seek compliance with the governing documents through lawsuit, if necessary. All approved.  
**See attached appendix 9 a & b.**
- c. **Consideration and vote on referring owners who are delinquent in payment of Assessments or other charges to the POA over to the Association's attorney to collect such past due payments through lawsuit and foreclosure, if necessary.**  
None
- d. **Consideration and vote on recommendations from the Architectural Control Committee.**  
None.
- e. **Review and vote on recommendations from the Greens/Golf Committee.**  
None
- f. **Review and vote on recommendations from the Country Club Committee**  
None
- g. **Review and vote on recommendations from the Budget Committee.**  
Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to:
  - i) Remove ethanol-free fuel tank and propane exchange tanks from the Marina Store area due to flood waters having compromised the safe use of the fuel tank and the amount of the repairs that outweigh the annual profit from the sale of fuel. The fuel that is currently in the tank will be transferred to the maintenance department.
  - ii) Remove the propane purchase/exchange tanks from the Marina Store area due to the fact that it cannot be sold or exchanged at a competitive price without having to do so at a loss. The propane tanks currently in stock will be sent back to the provider.
- h. **Review and vote on recommendations from the Streets and Roads Committee.**  
None
- i. **Review and vote on recommendations from the Strategic Planning Committee.**  
None
- j. **Review and vote on number of guests permitted at the pool and other pool rules.**
  - i) Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees tabled this until they could research further.
- k. **Review and vote on Board Goals for 2024/2025.**
  - i) Following due discussion and upon a motion duly made, seconded, and unanimously approved the Board of Trustees agreed to the 2024/2025 Board Goals.
- l. **Review and vote on 2024/2025 Committee Lists.**
  - i) Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees agreed that the 2024/2025 committee lists were accepted.
- m. **Review and vote on removing Carrie Baker, and David Grounds from the signature cards for all bank accounts and adding Rick Walterscheid, and Cheryl Savage.**

Following due discussion and upon a motion duly made, seconded, and unanimously approved the Board of Trustees agreed to remove Carrie Baker, and David Grounds from all signature cards and add Rick Walterscheid, and Cheryl Savage with all banks, including Alliance Association Bank, First National Bank of Trinity, and Sunflower Bank.

**10. Executive Session**

The Board of Trustees reviewed all reports from the attorney on all collection and deed restriction issues, and management staff concerning employee-related issues and any contract issues.

**11. Reconvene Open Session**

**a. Consideration and vote on terminating current contract with Larry Barak and move to a consulting fee.**

Following due discussion and upon a motion duly made, seconded, and unanimously approved the Board of Trustees agreed to terminate the current contract with Larry Barak and move to a consulting fee.

**b. Consideration and vote on property owner request to backdate a consolidation request on 03-07-33.**

Following due discussion and upon a motion duly made, seconded, and unanimously denied, the Board of Trustees agreed to not backdate the consolidation approval for account 03-07-33.

**c. Consideration and vote on offer on 02-42-06.**

Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to accept the offer on 02-42-06.

**d. Consideration and vote on proceeding with foreclosure on 08-04-24.**

Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to proceed with foreclosure on 08-04-24.

**e. Consideration and vote on request from Trinity Pines Village.**

Following due discussion and upon a motion duly made, seconded, and unanimously denied, the Board of Trustees agreed that Westwood Shores POA Board will not consider changing the amount of assessments for the Trinity Pines Village Community.

**f. Consideration and vote on hiring Woods Tree Service to remove remaining fallen trees from storms.**

Following due discussion and upon a motion duly made, seconded, and unanimously approved the Board of Trustees agreed to hire Woods Tree Service to remove the remaining fallen trees from the recent storms and dispose of them at the Vegetative Debris area at a cost of \$200 per 35.5 cubic yards.

**g. Consideration and vote on proceeding with foreclosure on 03-53-01, 03-53-02, & 04-64-06**

Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to proceed with foreclosure on 03-53-01, 03-53-02, and 04-64-06.

**12. Next Meeting Date**

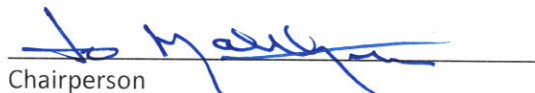
The next regularly scheduled Board meeting will be held at the Clubhouse on Monday, June 24, 2024, at 9:00 a.m.

**13. Adjournment – 5:00 pm**

Approved:

  
Recording Agent,

Date: 6/24/24

  
Chairperson

Date: 6-24-24

## Owner's Questions

May 28, 2024

1. A property owner asked why Property Owner questions were before the meeting and not at the end and must you be a WS Property Owner to enter Marine Village Resort. *The BOT said the decision to only take questions at the first of the meeting was to attempt to shorten meetings due to community complaints about the length of meetings. Yes, you must be a Westwood Shores Property Owner to enter Marina Village Resort.*
2. A property owner asked for attendees to sign a petition for a Trinity County jail study to be requested by the County Commissioners and a possible bond election for a new facility.
3. A property owner asked why the ditches are not being mowed past Fairway Drive. *Maintenance is mowing as weather permits and attempts to mow all ditches.*
4. A property owner asked why the Association does not cut down dangerous trees and limbs. *Current state law prohibits the POA from accessing property owner's land. New regulations concerning tree limbs are currently being considered so that emergency vehicles can access all parts of the subdivision without fear of damaging emergency vehicles.*
5. A property owner requested that the POA make all property owners mow their lots. *The POA regularly reviews the community for deed restrictions such as lawns not mowed, however, state HOA laws require a series of legal steps be taken for homeowner compliance.*
6. A property owner asked about their road being improved. *Please submit these requests to the POA and the Roads Committee shall review the request.*
7. A property owner asked why the POA was not mowing unowned and abandoned lots. *Having the lots mowed costs money and the POA tries to limit the times they have to make this expenditure.*
8. A property owner asked why we cannot mow those lots not mowed and charge the homeowner. *The POA can but must follow all legally required steps prior to mowing and charging the homeowner.*

Property owner questions sent to [poaboard@westwoodshorespoa.com](mailto:poaboard@westwoodshorespoa.com) are answered to the individual but will no longer be included in the minutes. Property owners with a specific question are encouraged to continue to use the email address and their questions will be answered by a member of the board.

Appendix 9 a & b

	Unit Name	Violation ID	Inspection Date	Rule	Violation Description
1	03-53-07	927	05/20/2024	VEH	remove the in operative vehicle
2	03-53-07	928	05/20/2024	MNT	improper fencing, you will need to come in to the office and submit an application for appropriate fencing
3	01-18-04	926	05/20/2024	MNT	please remove vehicle form property
4	01-18-10	925	05/20/2024	MNT	remove all items from yard and store them from view
5	09-07-19	929	05/20/2024	MNT	PLEASE COME IN AND SUBMIT AN APPLICATION FOR SCREENING THE PROPANE TANKS
6	01-12-03	916	05/17/2024	MNT	please clean/remove the mold on the side of the house
7	05-03-10	921	05/17/2024	MNT	Please remove all trash from the yard and keep it maintained at all times
8	05-04-01	919	05/17/2024	MNT	please pick up all trash from around the ground
9	05-04-01	920	05/17/2024	MNT	please remove all trash from property
10	05-04-35	918	05/17/2024	MNT	Please remove all trash off the porch, and clean it up and keep it maintained at all times
11	01-19-13	922	05/17/2024	MNT	Please Replace the torn up canopy
12	09-16-08	913	05/17/2024	MNT	Please remove the unapproved fencing from around propane tank, and submit an application for an approved fence
13	01-13-34	915	05/17/2024	MNT	Please clean up Property
14	14-02-12	914	05/17/2024	MNT	please remove all trash and remove all boating/kayaks to garage
15	10-11-21	912	05/17/2024	MNT	Please remove all broke down vehicles from property
16	05-05-12	917	05/17/2024	MNT	Please maintain lawn at all times & clean up property
17	06-01-21	923	05/17/2024	MNT	Please clean up property

18	01-05-09	924	05/17/2024	MNT	please take down the temporary fencing
19	01-17-08	907	05/15/2024	MNT	Remove the totes and clean up the porch.
20	01-17-08	908	05/15/2024	Trash Can	Must have a close lid trash can with all trash in bags.
21	07-75-16	911	05/15/2024	Trash Can	Must have a close lid trash can with all trash in bags.
22	07-75-20	910	05/15/2024	Trash Can	Must have a close lid trash can with all trash in bags.
23	09-07-15	905	05/14/2024	MNT	please take down he fence per guide lines section 7.11 fences
24	07-80-07	906	05/14/2024	MNT	Please take down the portable fence
25	01-17-01	901	05/13/2024	MNT	Remove Camper and all Debris from the front of the property.
26	01-33-22	902	05/13/2024	MNT	All Recreational Vehicles must be placed behind front set back of the home.
27	01-20-18	900	05/13/2024	MNT	Remove Christmas lights from the outside view.
28	01-16-03	898	04/26/2024	Lawn	Maintain the lawn at all times
29	01-16-03	899	04/26/2024	MNT	remove the trailers from adjacent property's
30	02-30-14	896	04/26/2024	Lawn	Maintain the lawn at all times, clean all leaves from yard and curb
31	02-30-14	897	04/26/2024	VEH	All vehicles need to be in driveway not on the lawn
32	05-04-01	895	04/25/2024	Trash Can	place all trash in trash cans or trash will not be picked up an it is blowing into other yards
33	02-30-10	892	04/24/2024	Lawn	Maintain the lawn at all times
34	11-09-05	894	04/24/2024	MNT	remove plastic building from lot, they are not allowed
35	03-44-04	891	04/24/2024	MNT	remove the plastic building not allowed
36	02-36-12	883	04/19/2024	Lawn	Maintain the lawn at all times
37	02-35-04	884	04/19/2024	Lawn	Maintain the lawn at all times
38	02-35-04	885	04/19/2024	MNT	House needs power washing and porch needs repairs as it's falling apart.