



WESTWOOD SHORES PROPERTY OWNERS' ASSOCIATION
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD JULY 27, 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 July 19, 2024.

In Attendance:

Jo Matthew, President
Deta Rogillio, Vice President
Ron Auvenshine, Secretary
Rick Renfro, Trustee
Cheryl Savage, Trustee
Susan Keel, Trustee
Rick Walterscheid, Trustee
33 Property Owners present
Bradley Burkeen – Community Manager
Chris Williams – Maintenance Supervisor
Christina Rowe – CSR ACC and Deed Restrictions
Mark Cole – Constable

Absent:

Bonnie Brown – Assistant Community Manager

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. The question was asked by the Board if there were any new members who do not normally attend a meeting during the week and there were none.

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. Employee of the Month for July – Christina Rowe / Admin Office

5) Constable Report

a. Constable Mark Cole reported the following services for Trinity County for the month of July: attended JP and District court, 4 traffic warnings, 2 traffic citations, 1 animal call, and 6 evictions. He announced the annual deer harvest bow hunting season would open September 28th and close on January 5, 2025. Applications would be available at the Access Control Gate. He stated that there is an overabundance of deer this year in the community and that on August 5th he and Texas Parks and Wildlife Game Wardens would be on community lakes using a spotlight to count alligators to determine the number of permits that would be available for the alligator harvest.

6) Consideration of Minutes

- a. The minutes of the following meetings were reviewed and approved, as presented, by a unanimous vote: June 24, 2024.

7) Reports

a. Access Control Committee

Trustee Deta Rogillio reported that for the month of June, 8,517 vehicles were vetted through the left-hand lane: 5,048 POA, 2,427 Contractor, 252 MVR, and 790 Country Club. 661 telephone calls were received in May. Deta reported 3,491 e-Tags entered the system this year. She also reminded everyone that even if you have an eTag 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. Gate Sentry usage is currently at 67%.

b. Architectural Control Committee

The minutes from the July 8, 2024, meeting were attached for the Board of Trustees to review. ACC Chair George Gallagher announced year-to-date: 14 new homes had been approved; 35 additions/improvements; 10 consolidations; 10 fences; 9 extensions, and 10 denials.

c. Maintenance Report

Maintenance Supervisor Chris Williams reported: that the culvert at the east side mailboxes had been resealed and the washout was filled. Hurricane Beryl brought down multiple trees and large branches which were being cleaned up. Also, the culvert at the end of Westwood West was removed and upgraded to a larger culvert by Diversified. Diversified also completed ditch work on Meadow Lake.

d. Budget Committee: Financials

Trustee Renfro reported the POA ended June 2024 with \$1,983,873 in liquid assets. He further reported the total POA net income for the month was \$4,844 worse than the budget and is \$88,707 over budget for the year to date through the end of May. All operational business areas exceeded their income budgets for the month. Total payroll expenses were under budget for the month of June. Three homes were removed from Coach Village during the month at approximately \$10,000 each, exceeding the budgeted amount by \$12,000 due to increases in debris fees. Also, the POA paid the invoice for the addition to golf cart storage barn of \$8,776.

e. Delinquent Accounts

No report this month.

f. Deed Violations and Inspection Visits

Update for May and June. There were 32 new violations, 1 Article 5 violation that remains open, 32 corrected violations from previous months, and 10 at legal or public nuisance for a total of 95 active violations.

g. Country Club Committee

No Meeting

h. Greens/Golf Committee Report

Liaison Rick Walterscheid reported that the Committee made several recommendations concerning drainage on hole #5, renovation of the driving range, and a golf cart rental plan. Additionally, the committee discussed that change to the veteran fee schedule and repair to golf course bunkers. Rick reported that the new green/tee mowers and Toro aerator had arrived, debris from Hurricane Beryl cleaned from course, native areas are being cleaned, weed applications applied, and the leaks on hole #2 have been repaired.

i. Streets and Roads Committee

Liaison Ron Auvenshine reported that the Committee discussed the ongoing culvert and ditch projects, traffic flow in the community, speed bumps, and drainage. Available maintenance machines were discussed as well as the MUD approval to allow our Maintenance to use their Jet machine to help clean out culverts.

j. Maintenance Committee

Liaison Jo Matthew reported that the Committee members reviewed their assigned community areas and reported where issues were found. These issues were divided by Supervisor over the area needing attention and sent to these Supervisors and the Community Manager. Additionally, these Committee members will be monitoring the progress made addressing these findings.

k. Strategic Planning Committee

Trustee Ron Auvenshine announced that the Committee shall have the "reveal" meeting this afternoon at 1:30 pm at the Clubhouse.

I. **Neighborhood Watch Committee**

Liaison Cheryl Savage announced that the Committee reviewed a website containing the Committee's data and progress compiling a database that correlates with TCAD data.

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

i) None.

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 who 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 who 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.**

No new accounts

d. **Consideration and vote on recommendations from the Architectural Control Committee.**

None.

e. **Review and vote on recommendations from the Greens/Golf Committee.**

Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to:

i) Table the request for driving range updates and improvements pending more information.

ii) Table a yearly golf cart rental plan pending more information.

iii) Table changes to the Associate Membership plan pending more information.

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) Increase price for deer hunt for property owners to \$100.00 and non-property owners to \$250.00.

ii) Add a \$20.00 administrative fee for any cart path plan paying quarterly.

iii) Approved a partial refund availability to annual golf cart path plan payees not to exceed 50% of the annual fee plus applicable tax. This refund is only available if an annual cart path payee passes within 30 days of the initial annual payment and the request is made within 30 days following the payee's passing.

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 recommendations from the Neighborhood Watch Committee.**

None

k. **Review and vote on recommendations from the Maintenance Committee.**

None

l. **Review and vote on counteroffer on [REDACTED]**

Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees denied the counteroffer made for [REDACTED].

m. **Review and vote on the counteroffer on [REDACTED].**

Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees denied the counteroffer on [REDACTED].

n. **Review and vote on the counteroffer on [REDACTED]**

Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees accepted the offer on [REDACTED].

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 changing PEO Company from Vensure to Paychex.**

Following due discussion and upon a motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to change PEO Companies from Vensure to Paychex.

12. Next Meeting Date

The next regularly scheduled Board meeting will be held at the Clubhouse on Monday, August 26, 2024, at 9:00 a.m.

13. Adjournment – 12:51 pm

Approved:



Recording Agent,

Date: 8/26/2024



Chairperson

Date: 8/26/24

Owner's Questions

July 27, 2024

1. A property owner stated that the Budget synopsis was much easier to understand than the actual report and thanked the Board for using this format. *President Jo Matthew explained the reason we give the detailed report is that some residents prefer more detail.*
2. A property owner asked that the POA consider allowing poultry to be raised in the community in case of the need for food during some type of major event.
3. A property owner asked that the POA do more for the clearing of weeds in the inland lakes than chemicals since they did not seem to be working. The property owner also asked if the POA was going to lower the spillway. *Maintenance Supervisor Chris Williams stated that the chemical treatment was the current method used and that any changes to the spillway would require engineering specifications. Trustee Rick Renfro advised that ways to re-route the water from the spillway were currently being investigated.*

Property owner questions sent to 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	Inspection Date	Rule	Violation Description
1	████████	1,036	07/22/2024	MNT	Please remove all old furniture from view and maintain home at all times
2	████████	1,038	07/22/2024	Lawn	Please maintain your yard at all times
3	████████	1,037	07/22/2024	Lawn	Please maintain the lawn at all times
4	████████	1,029	07/18/2024	MNT	Please power wash the home, and keep it maintained at all times.
5	████████	1,033	07/18/2024	MNT	PLEASE CLEAN AND MAINTAIN PROPERTY AT ALL TIMES.
6	████████	1,034	07/18/2024	MNT	REMOVE THE WASHER FROM THE FRONT OF THE PROPERTY,
7	████████	1,028	07/18/2024	Lawn	Please maintain lawn at all times and remove all debris from view
8	████████	1,035	07/18/2024	Lawn	Please remove all tree debris from around the house and maintain the yard at all times
9	████████	1,026	07/18/2024	Lawn	Please maintain lawn at all times
10	████████	1,030	07/18/2024	MNT	Please remove any and all broken play equipment
11	████████	1,032	07/18/2024	MNT	Please remove the dog run, and submit and ACC application for the correct fencing. per ACC governing documents (ARTICAL 4 SECTION 4.08)
12	████████	1,027	07/18/2024	Lawn	Please maintain lawn at all times
13	████████	1,016	07/17/2024	MNT	Please remove the political flag. Political flags can't go up until 90 days before
14	████████	1,021	07/17/2024	Lawn	Please maintain the yard at all times and clean up the debris in the yard
15	████████	1,025	07/17/2024	Lawn	Please maintain lawn and clean up debris at all times
16	████████	1,024	07/17/2024	Lawn	Please maintain lawn and property at all times

17	██████████	1,018	07/17/2024	Lawn	Please maintain yard at all times, and clean up the debris
18	██████████	1,022	07/17/2024	Lawn	Please mow the lawn, and clean up the property at all times.
19	██████████	1,019	07/17/2024	Lawn	Please maintain the lawn at all times, and clean up the debris
20	██████████	1,013	07/03/2024	Lawn	Please maintain lawn at all times, clean up property,
21	██████████	1,011	07/03/2024	Lawn	Please maintain lawn at all times, clean up the property and maintain the site
22	██████████	1,012	07/03/2024	Lawn	Please maintain lawn at all times,
23	██████████	1,010	07/03/2024	MNT	Please Remove the lattice from the back porch and maintain the dock
24	██████████	1,009	07/02/2024	Lawn	Please maintain lawn at all times and clean up the debris in the yard at all times
25	██████████	1,007	06/27/2024	MNT	Please pressure wash the mold on the home
26	██████████	999	06/25/2024	Building without ACC Approval	Please remove the fence, it is not an ACC approved fence, you can come in and submit an application for a correct fence.
27	██████████	1,001	06/25/2024	Leasing Violation Owner	Governing Documents: Article 7 Section 7.01 C Term of lease for any period less than 180 consecutive and guaranteed days.
28	██████████	1,000	06/25/2024	Building without ACC Approval	Please remove the temporary green house and submit a correct ACC application for an approved green house
29	██████████	994	06/24/2024	MNT	Please remove the lattice work from home
30	██████████	995	06/24/2024	MNT	Remove the stove from under the carport
31	██████████	987	06/21/2024	MNT	Please remove the camper from the front of them home an place it at the off set of home

32	██████████	988	06/21/2024	Lawn	Maintain lawn at all times, mow and edge
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