

# **WATERWOOD IMPROVEMENT ASSOCIATION, INC.**

## **MONTHLY MEETING**

March 18<sup>th</sup>, 2024

### **CALL TO ORDER**

President Maas called the meeting to order at 9:00 a.m. on Monday, March 18<sup>th</sup>, 2024, at the WIA office. President Maas served as Chairperson of the meeting. Directors present included Larry Maas, Jamie Groskopf, Keith Caulfield, Mattie Licciardoni, Phyllis Lavallais. Absent Directors Melanie Cook, Randy Ayers, Rod Kirschner, and Tana Davis. Others present were Executive Director Lisa Hayman, Melissa Gill, David Beving, Mike Ross, Kathy Samperi, Pat Zappa, Dale Faerber, Kurt Meyer, and Rudy Alvarez.

### **MINUTES PRIOR MEETINGS**

A motion to approve the motion 18<sup>th</sup>, 2024, Meeting Minutes made by Director Lavallais and seconded by Director Groskopf. Unanimously approved, and the motion carried.

### **EXECUTIVE DIRECTOR**

Executive Director Lisa Hayman reported that the W.I.A. office is still collecting payments for 2023 annual charges. The big thing this last month has been pool passes; they are available at the office. We have new building permits for small improvement projects, when projects are approved the ACB will notify the applicant to pick up their small improvement permit with instructions on posting the permit at the W.I.A. office.

### **ARCHITECTURAL CONTROL BOARD APPEAL**

The property owner of Bay Hill, Block 1, Lot 8, presented his ACB appeal to the W.I.A. Board of Directors, for two variances requests for his small improvement project. Kathy Samperi presented the ACB's case, after a lengthy discussion a motion was made by Director Groskopf that the variance for the side yard setback line is denied. The motion was seconded by Director Lavallais, unanimously approved and motion carried. Director Groskopf made a motion to deny the front setback variance request. The motion was seconded by Director Lavallais, unanimously approved, and the motion carried. The W.I.A. board advised the property owner to go back to his surveyor to make corrections to the property survey, regarding setbacks for his property.

### **ARCHITECTURAL CONTROL BOARD**

Kathy Samperi reported that the ACB has approved five small improvement projects. One property owner backed out of his large improvement project. Properties with small improvement projects will be issued a pink permit that will help show that work is being done on the property and has been approved. ACB will notify the W.I.A. office of the approval, the property owner can

pick up the permit at the W.I.A. office. Permits are to be posted on the property with a stake and not on a tree.

### **DEED ENFORCEMENT COMMITTEE**

None.

### **COLLECTIONS**

President Maas reported that he has asked Pat Zappa to write letters for 160 delinquent properties. There have been 50 letters mailed already and another 25 are going to be mailed out by the end of the week. We still have 26 properties that are with the office of Perdue, Brandon and should be on the next tax sale. President Maas speculates that 15 to 25 of these properties will go to tax sale around the second week in April. We still have 25 properties with the office of Mitchell Katine, that we filed lawsuits on and awaiting judgment or for Constable sale. W.I.A. went from 12 properties with less than a zero balance at the beginning of February, to 18 properties that have less than a zero balance. We have gone from 708 properties to 752 properties that have paid annual charges fully. Last month there were 35 properties, now there are 37 properties that have a balance greater than zero but less than \$850.00. There were 184 properties with a balance of \$850.00 and now we have got this down to 149 properties. We have 127 properties that have a balance of greater than \$850.00. We also had 42 properties on payment plans and now we have 43. WIA office staff will send letters to the property owners that are delinquent and on payment plans. This is to let the property owner know that they need to catch up with their payments or their payment plan will be cancelled, and their balance will be due in full. No matter what the amount of the balance is, WIA office staff have called or emailed a few of our property owners. Those who are on a payment plan and or slow to pay or are delinquent, is what prompted the admin fee to the payment plan. It takes a lot of time to accomplish these tasks. We're still moving forward, and it costs a lot of money and time to continue sending all these delinquent property owners letters. Thanks to Pat for helping, W.I.A. has received roughly \$20,000.00 so far in excess funds from Waterwood properties that sold at San Jacinto County tax sale.

### **AUDIT/FINANCIAL**

President Maas reported that he and the Executive Director met with the audit firm last week. We have some issues with bank reconciliations, this is a report that comes from QuickBooks. The issue is that some items are not dropping off. We have transactions that will not come off the bank reconciliations and go back to 2021. Despite knowing that the items have been cleared, and we have the right amount of cash, we are working to resolve the issue. The auditor has asked the Executive Director to go back and make some changes. We think the problem is that we had issues with our older version of QuickBooks and upgraded to an updated version, as well as

having to close one bank account and open a new account due to outside fraudulent activity on the previous bank account.

### **BY-LAWS AND COVENANTS**

Director Licciardoni reported that she needs to focus on the rewrite of subdivision covenants and restrictions to have them completed by the end of June 2024 so they can be turned over to legal for review prior to the annual meeting mail out for 2024. Director Groskopf voiced some concerns regarding having all 13 subdivisions By-Laws and covenants put in one document.

### **COMMUNITY COMMUNICATIONS**

Director Licciardoni reported that she has chosen to go with Town Square for the W.I.A. HOA website. To start it will take 60 to 90 days to get everything set up on this website.

### **COMMUNITY SOCIAL EVENTS**

Director Lavallais reported that St Patrick's day trivia had a great turn out. The feedback on this event has been good. Spring outing will be held on April 13<sup>th</sup>, 2024, from 11:00 am to 2:00 pm at the Pavilion. W.I.A. will be providing a BBQ meal, Cinco de Mayo trivia night will be held on May 3<sup>rd</sup>, 2024, location to be determined. The fourth of July celebrations will be held on July 6<sup>th</sup>, 2024, at the Pavilion for lunch organized by WNGRA. There will be a golf cart parade, fireworks, and food vendors at the marina.

### **LIAISON TO COUNTY AND STATE GOVERNMENT**

Director Licciardoni reported that Director Cook attended two commissioner court sessions and she attended one commissioner court session as well. One of the sessions that Director Cook attended was cancelled when the attendees failed to be notified that the court was cancelled. When commissioners returned everyone was informed of the cancellation due to training.

### **LIAISON TO EMS & VFD**

None.

### **LIAISON TO MUD**

Director Groskopf reported that MUD is moving along with the standby fees. This is a lengthy process. MUD is getting ready to send out notices to property owners of unimproved lots. This

will be to notify property owners of what is to come. There will be some kind of hearing done by the state, the state will decide what level that MUD can charge for standby fees. MUD is asking for \$300.00 a year per unimproved lots, which should net MUD \$400,000.00 a year if MUD has a 100% collection rate. MUD is hoping to allocate the funds for a multi-year project to rebuild the lift stations in Waterwood to the age of the lift stations being 40 to 45 years old. MUD is also pushing to get their bond approved roughly in the range of \$2,000,000.00. MUD is hoping to allocate this money to put in a new well closer to Emerald Estates. MUD is looking to provide water to Emerald Estates due to their poor water quality. The WIA is still waiting on the 7 lots from MUD, this has been held up by MUD's attorney. The MUD board voted on deeding the lots back to W.I.A. back in November 2023, however, their attorney advised MUD that since they are a state entity they need to handle these properties in a different way. President Maas has sent MUD delinquent notices for these 7 properties for the annual charges that have not been paid. One of the big things that has been going on with MUD is the reading of the meters. MUD has acknowledged irregularities in the reading of the water meters and agreed to have a third-party company come in and read the water meters.

## **MAINTENANCE**

Director Caulfield reported that he's waiting for a price to repair the playground. It should be about a week before we have the final price. Director Caulfield made a motion to allow up to \$20,000.00 for repair of the playground. The motion was seconded by Director Groskopf, unanimously approved, and the motion carried. The 96/97 tree stumps on the parkway have been removed, at a cost for this project of \$2,349.00. Swimming pool hours are 6:00 am to 9:00 pm. Streetlights in Lake View need repair and could possibly be a wiring issue. Wia office staff will contact someone to come out to see what the problem is with these streetlights. The 22 streetlights on the parkway at 190 are going to be turned on.

## **LIAISON TO WNGRA**

Director Caulfield reported that WNGRA did tree clean up. WNGRA is also building a new shed by hole 12 next to the restroom. The WNGRA Golf Tournament is on May 18, 2024.

## **LIAISON TO WATERWOOD WOMENS LEAGUE**

Director Lavallais motioned that Women's League be allowed to have three tables at the spring fling, to sell crafts and bird houses. Motion was seconded by Director Licciardoni, unanimously approved and motion carried. The Women's League has asked to use the fire station for their garage sale on April 27, 2024. It was explained that in the past this would be something the W.I.A. board would vote on, due to the fire station being an active fire station. This didn't happen because of the Women's League going to Chief Robbie Gibson directly, with Chief Gibson not being familiar with the processes and being put on the spot he has said yes. Director Lavallais made a motion to allow the Women's League to put garage sale signs out on April 1, 2024, to

April 27, 2024. They would like to have two signs at 980 and Waterwood Parkway, two signs at 190 and Waterwood Parkway also one sign at Palmer office and one sign at W.I.A. office entrance. The motion was seconded by Director Licciardoni. The motion was not approved. Director made a Lavallais motion that the Women's League be allowed to put directional and advertising signs out for their garage sale from April 26, 2024, to April 27, 2024, and signs to be removed at the end of the garage sale on April 27, 2024. This would include two signs at Waterwood Parkway and 190, two signs at 980 and Waterwood Parkway and one sign at Palmer office and one sign at the entrance of the W.I.A. office. The motion was seconded by Director Caulfield, the motion passed and carried.

### **SECURTIY**

None.

### **STRATEGIC Planning**

Director Groskopf reported the new building plans ready to go to the engineering office for review. We have collected over 100 property owners to sign the ESD # 2 pension, we are hoping to have everything ready to go to commissioner court for April 17<sup>th</sup>, 2024. Also hoping to get a letter from ESD # 1 stating that they are ok with ESD # 2 coverage map. The school site has been under brushed. Director Groskopf has been invited to a school board meeting on April 2, 2024, at 6:30 pm. Director Groskopf presented a Waterwood community development program proposal for the W.I.A. board of directors to review and vote on. This program will be designed to make improvements to the community. Director Groskopf made a motion to approve the Waterwood community development program proposal. The motion was seconded by Director Caulfield and opposed by Director Licciardoni and the motion carried. The Waterwood Community Development Program is attached.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

None

### **QUESTIONS FROM RESIDENTS**

None

The meeting adjourned to Executive Session.

### **RETURN FROM EXECUTIVE SESSION**

Legal matters were discussed regarding an ongoing lawsuit that W.I.A. is involved in. The meeting adjourned to Open Session.

**RETURN TO OPEN SESSION**

President Maas motioned that W.I.A. take legal action for foreclosure of a WP2 property for \$1,866.30. The motion was seconded by Director Licciardoni, unanimously approved, and the motion carried.

Meeting adjourned at 3:00 pm

\_\_\_\_\_ Date

\_\_\_\_\_ President

\_\_\_\_\_ Secretary

***Copies of approved and signed minutes are available at WIA administrative office {Preliminary Minutes – Until approved at the April 15<sup>th</sup>, 2024, 2024 WIA Board Meeting}***