

# **WATERWOOD IMPROVEMENT ASSOCIATION, INC.**

## ***MONTHLY MEETING***

*November 14<sup>th</sup>, 2022*

### **CALL TO ORDER**

Larry Maas called the meeting to order at 9:02 a.m. on Monday, November 14th, 2022, at the WIA Office. Larry Maas served as Chairman of the meeting. Directors present included: Larry Maas, Melanie Cook, Randy Ayres and Keith Caulfield, Phyllis Lavallais, Michael Duffey and Danny Byrd. Rick Harlow and Larry Westerdahl were absent. Others present were Kathy Samperi, David Beving, Dan Schoememan, David Huckabee with Fire Station 980 North, Emit Eldridge San Jacinto County Office of Emergency Management, Chris Eastan with the San Jacinto County Emergency Management Department

### **MINUTES PRIOR MEETINGS**

A motion to approve the November 14th, 2022, meeting minutes was made by President Maas seconded by Director Duffey. All approved and motion carried.

### **COLLECTIONS**

Director Lavallais reported on collection Accounts.

#### **Lawyers Report**

- a.) 196 properties have been sent to the lawyer
- b.) 32 properties were presented and approved for collection
- c.) 11 property owners said they paid, 7 were confirmed and 4 are pending confirmation of receipt from WIA office.

#### **Payment Plans**

- a.) 41 Property owners are on payment plans
- b.) In the last 2 months 3 have been paid off
- c.) 12 Payment plan payments were received in September
- d.) 3 Payment plan payments received as of most recent printout.

#### **Collection Report**

- a.) 2010 Total accounts on file as of October 22, 2022
- b.) 1321 are billable accounts of the 1321, 880 have a zero balance, 53 accounts have a credit balance, 47 accounts owe >\$0 and <\$700, 50 accounts owe \$700, 291 accounts owe >\$700.

President Maas reported 32 property owners have agreed to turn their property over to Waterwood Improvement Association in lieu of paying past due balances. In order to proceed with further collections, the following properties need to be voted on in the open session of a Board meeting to file suit for past due balances.

- 1.) LVE Block 6 Lot 11 \$3035.36 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Duffy all were in favor of the motion carried.

- 2.) LVE Block 2 Lot 49 \$3035.36 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Caulfield all were in favor the motion carried.
- 3.) WPV1 Block 3 Lot 2 \$3035.36 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Ayers all were in favor of the motion carried.
- 4.) BAYHILL Block 5 Lot 17 \$3035.36 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Caulfield all were in favor of the motion carried.
- 5.) Bay Hill Block 4 Lot 17 \$3035.36 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Ayers all were in favor of the motion carried.
- 6.) PKFV Block 12 Lot 9 \$3035.36 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Duffy all were in favor of the motion carried.
- 7.) GTV Block 9 Lot 14 \$867.27 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Ayers all were in favor of the motion carried.
- 8.) LVE Block 2 Lot 25 \$3024.92 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Duffy all were in favor of the motion carried.
- 9.) LVE Block 3 Lot 7 \$943.27 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Caulfield all were in favor of the motion carried
- 10.) PP Lot 16 \$1107.34 past due. Director Maas made a motion to move forward with filing a suit to foreclose the assessment lean. Seconded by Director Caulfield all were in favor of the motion carried.
- 11.) GTV Block 8 Lot 24 \$7304.76 past due. Director Maas made a motion to authorize obtaining a writ in order of sale and posting this property for Constable Sale. Seconded by Director Duffy all were in favor of the motion carried.
- 12.) LVE Block 1 Lot 10 \$5755.20 past due. Director Maas made a motion to authorize obtaining a writ in order of sale and posting this property for Constable Sale. Seconded by Director Ayers all were in favor of the motion carried.
- 13.) PKVF Block 13 Lot 26 \$7143.72 past due. Director Maas made a motion to authorize obtaining a writ in order of sale and posting this property for Constable Sale. Seconded by Director Duffy all were in favor of the motion carried.

### **EXECUTIVE DIRECTOR**

Executive Director Hayman reported we switched over to the new Quick Books. It has been working well. Executive Director Hayman reported we purchased a

new folding machine to facilitate the distribution of the 2022 WIA annual dues. She also reported that the electrician installed a plug for a stove in the office along with correcting some lighting issues.

### **ARCHITECTURAL CONTROL BOARD**

Kathy Samperi reported on ACB applications

- a.) Application for home on Murfield Approved
- b.) Wrought Iron Fence on Bayview Circle Approved
- c.) New Bulkhead on La Jolla Approved
- d.) 6 ft privacy fence on Darkwood Approved
- e.) Small privacy fence on Augusta needed more information for committee
- f.) Deck and Dock on Bellaire Denied no house plans
- g.) Boat slip in the Villas Approved

Executive Director Hayman reported after the first of the year the Architectural Review Board is going to drive the neighborhood and actively pursue deed restriction violations. Director Mass stated that there was an insert in the annual invoice mail out about VRBO's. It is a ballot for the members to vote whether or not to allow short term rentals less than 90 days, Also included with the annual invoice is a notice that the Board has implemented penalties for not submitting improvement applications and unleashed dogs.

### **AUDIT/FINANCIAL**

President Maas reported that since the implementation of the new QuickBooks he and Executive Hayman have been straightening out some accounting entries such as automatic depreciation. They are also working on adjusting long-term receivables from the transfer.

### **BYLAWS AND COVENANTS**

Director Lavallais is absent. Director Mass reported we are still looking for a typist to type all the changes that have been made.

### **COMMUNITY COMMUNICATIONS**

Director Cook asked everyone to get their submissions for the newsletter in as soon as possible. Director Maas asked Director Cook to investigate putting all the Board Minutes on the web site. Currently the web site allows only one month to be displayed. Director Maas asked Director Cook to post all the fees and penalties on the web site. Director Cook said she is working on getting the fees posted on WIA web site.

### **COMMUNITY SOCIAL EVENTS**

Director Westerdahl was absent, in his absence Director Maas read the 2023 Social Committee plans.

January corn hole tournament

February 18<sup>th</sup> Mardi Gras celebration  
April Spring Fling  
June Ice Cream Social  
June End of School Party  
July Fourth of July  
November Veterans Meet and Greet  
November Thanksgiving Pie Drawing  
December Santa Visit

Director Maas made a motion to approve the \$6000.00 Social Budget Director Westerdahl submitted. Director Cook seconded the motion all were in favor and the past. Director Maas made a motion to accept The High Five Sign and Crane \$5300.00 proposal to install lighting and electrical work for Billboards on Hwy 190 and Waterwood Parkway. Director Ayres seconded the motion all were in favor and the motion passed. Director Maas informed the Board that there is a plan to resurrect the Mardi Gras cookoff Golf Cart parade of 2020 on Feb 18<sup>th</sup>, 2023. He said Waterwood Improvement would buy crawfish and volunteer residents would cook it and sell it at cost. Making the event at no cost to Waterwood Improvement Association.

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

Director Cook attended her first Commissioners Court Meeting. She reported that the Burn Ban has been lifted. The County is working on establishing rules for boring under County roads. The Commissioner's Court is working on getting a grant from the state for February 2023 to February 2024 to help feed home bound San Jacinto County residents. Constable Alvin got a new deputy who was formerly a DPS officer. The County is working on a plan for registration of dogs in the county. The County is building The Innovation Center that will house the Emergency Operations Center. The whole project has been funded by grants. It will be located right next to the County Shelter on Hwy 150. The projected completion date is ¼ quarter 2023.

#### **LIAISON TO EMS AND VFD**

Director Harlow called in to report on EMS and VFD. Director Harlow has been speaking with ESD, 980 North, Chief Huckabee, current Assistant Chief Robby Gibson, and prior Waterwood Fire Chiefs.

Director Harlow thanked Mr. Huckabee for the proposal. Director Harlow stated that the first part of the proposal was to merge the two fire departments 980 North and Waterwood. There would be one member from the Waterwood Improvement Association on the Fire Department Board. Director Harlow's recommendation is the merger would not be in the best interests of Waterwood at this time. Included in the proposal is an Automatic Aid Agreement proposed by 980 North in the proposal at \$1600.00 per month cost. 980 would receive all the calls and respond. They would take care of all the vehicles and manpower. Director Harlow reported that the departments in the ESD receive

\$21,500 per year and the remainder of the funds come from fundraising. We currently have a Mutual Aid agreement with Point Blank 190 Fire station that costs \$500 per month. Director Harlow reported on a commitment he received from the current Assistant Chief to step into the Chiefs position. Director Harlow laid out a plan to put together an Auxiliary to do fund raising. Director Harlow asked the Board to discuss appointing Robby Gipson as Chief of the Waterwood Fire Department. After a brief discussion Director Harlow made a motion to appoint Robby Gipson as Chief of Waterwood Volunteer Fire Department. Director Cook seconded the motion. Director Caulfield asked if it was possible to get a resume for Robby Gipson. Director Harlow said he could get a resume for the Board to review. Director Harlow said he has 25 years of experience and has been our Assistant Chief for several years. Director Duffy asked for clarification on the term of 980 proposal. Director Maas informed Director Harlow that none of the other Board members has seen the proposal and suggested that the discussion be tabled until next month's meeting. Director Harlow agreed to table the decision until the next Board meeting. President Maas reported that Director Harlow has done a tremendous amount of work to facilitate the future of the Waterwood Volunteer Fire Department. Executive Director Hayman reported a few people have come by the office and picked up applications to apply to be volunteer Fire Fighters for Waterwood.

#### **LIAISON TO MUD**

Director Duffey reported the MUD meetings are at 3pm on the Third Friday of the month. He said at the last meeting the MUD Board was establishing where they can spend bond money to improve the system. They have some funds left from a bond issue a few years ago. Director Maas stated that bond money can be spent if the spending increases the useful life of the asset. The Board is looking at isolation valves. This would enable a portion of the subdivision to be shut off instead of the whole subdivision.

#### **LIAISON TO WNGRA**

Director Caulfield said if he was chosen to be the Liaison to WNGRA he would call a meeting with the WNGRA Board to discuss the current situation.

#### **MAINTENANCE**

Director Caulfield reported on a Maintenance Master list he has been developing to track the repairs and needs in the subdivision. This will allow him to combine jobs and save money on paving, culverts, tree cutting and pruning. He has also implemented a maintenance log sheet that will track the repairs to the subdivisions. Director Caulfield had been working on a CAD Map of Waterwood. Hopefully in a year or 2 we will be able to track maintenance needs and define for our contractors the work we need done. Director Caulfield has contacted Fairway One, WNGRA and MUD to attempt to combine jobs and reduce costs for all the organizations. Director Caulfield has

been working on the general maintenance contract to move forward for a December contract award. Director Caulfield has also sent out an email to residents in the subdivision asking for help in crunch time to keep the roads open for emergency vehicles. He has had 5 or 6 responses from residents that are willing to help. Director Cook asked if there could be an addition to the web site that allows residents to report on problems they see in the subdivision. All agreed that would be a great idea. Director Maas asked all the board members if they would be willing to help maintenance by taking a week once every 6 months or so to follow up on what the maintenance contractor was assigned to do that week. Executive Director Hayman asked if there is a problem do not approach the contractor. The problem should be reported to Director Caulfield. Directors Cook, Maas and Duffey agreed to take a week. The maintenance contract will be coming up for bid soon. Director Cook suggested that the prospective bidders come to a bid walk so all the bidders are on the same page and understand exactly what they are bidding on. Director Caulfield agreed that would be beneficial. He also stated he is new and still learning where and what needs to be done.

### **SECURITY**

Director Ayers reported that Tom Alyea retired, and John Kegerreis assumed the Security leadership position.

### **STRATEGIC PLANNING**

Director Duffey asked the Board what was needed to get the information to Commissioner Nettuno regarding the condition of Waterwood Parkway.

### **UNFINISHED BUSINESS-**

President Maas asked the Board members to assign an additional Board member to the committees each Board member oversees.

Director Westerdahl is 2<sup>nd</sup> to Director Cook on Communications.

Director Cook is 2<sup>nd</sup> to Director Westerdahl on Social.

Director Maas is 2<sup>nd</sup> to Director Ayers on Security.

Director Byrd is 2<sup>nd</sup> to Director Duffey on Strategic Planning

Director Lavallais is 2<sup>nd</sup> to Director Maas on Audit and Financial

Director Maas is 2<sup>nd</sup> to Director Lavallais on Collections

*Director Cook has not found a second for **County and State***

*Director Caulfield had not found a second for **Maintenance.***

*Director Duffey has not found a second for Liaison to **MUD***

*Director Harlow has not found a second for Liaison to **EMS and VFD***

*Director Caulfield has not found a second for Liaison to **WNGRA***

*Director Lavallais has not found a second to **By-Laws and Covenants***

Last month's meeting the Board tabled the vote for Robby Gipson for Waterwood Volunteer Fire Chief.

**NEW BUSINESS** - None

**QUESTIONS FROM RESIDENTS**

Regular session was adjourned at 1:12 p.m.

**EXECUTIVE SESSION**

The Board went into Executive Session at 1:30 p.m.

Current legal proceedings were discussed.

Director Cook made a motion to adjourn, and it was seconded by Director Ayres and in favor the motion passed.

Meeting adjourned at 2:20 p.m.

_____	Date
_____	President
_____	Secretary

***Copies of approved and signed minutes are available at the WIA administrative office {Preliminary Minutes – Until approved at the December 12th 2022 WIA Board Budget Meeting}***