

WATERWOOD IMPROVEMENT ASSOCIATION, INC.

MONTHLY MEETING

June 16, 2025

CALL TO ORDER

Rod Kirschner called the meeting to order at 9:00 a.m. on Monday, June 16, 2025, at the WIA Office. Rod Kirschner served as Chairman of the meeting. Directors present included: Sam Butler, Keith Caulfield, Melanie Cook, Derek Gill, Jamie Groskopf, Rick Harlow, Rod Kirschner, and Phyllis Lavallais. Director(s) absent: Larry Maas. Others present were Executive Director Lisa Hayman, Rudy Alvarez, David Beving, Darrell Boeske, Kris Eastham, Ed Kile, Sue Kile, Carole Magee, Raymond Ramirez, Mike Ross, Kathy Samperi, and Pat Zappa.

MINUTES PRIOR MEETINGS

A motion to approve the May 19, 2025 meeting minutes was made by Director Butler and seconded by Director Harlow. Motion carried. A motion to approve the May 27, 2025 Special Meeting minutes was made by Director Lavallais, seconded by Director Gill. Motion carried.

EXECUTIVE DIRECTOR

Executive Director Lisa Hayman reported on the following:

- Swimming pool
- Consider a storage building for WIA
- Electronic Sign
- Reminder to directors that the Executive Director is on every committee, so please include the office when planning meetings and emails.

DEC Appeal

After a discussion between the board and the property owner, Director Butler made a motion to follow the application process and reapply. Motion seconded by Director Lavallais. Motion carried 6/2.

ARCHITECTURAL CONTROL BOARD

Raymond Ramirez reported on ACB applications. Approved were:

- Garage on Augusta Ct.
- House and houseboat painting off La Jolla.
- Wrought iron fence on Doral.
- Screened in porch on Doral.
- Fence on Bayview Circle.
- Tree removal in Greentree Village.
- Tree removal on Bayhill.

MAINTENANCE

Director Caulfield reported on several areas of maintenance.

- The latest roster of Maintenance
- Mowing contract
- Leaf and Limb contract
- Repairs to the pool & pavilion
- Trailer storage area
- Household trash site

Director Gill reported on the trailer storage area. The area has been power raked and he will be working with Raymond to get the spaces laid out and numbered. The area has been completely weeded and tentatively the move in date is scheduled for July. After a brief discussion concerning items that are still left at the trailer storage area, Director Gill made a motion to dispose of those items. Motion seconded by Director Groskopf and passed unanimously.

STRATEGIC PLANNING

Director Groskopf reported on the following:

- School property
- Retirement & Assisted Living
- Insurance
- Vending Machines
- Evaluating properties
- 180° Camera – Director Groskopf made a motion to purchase a new camera for the household garbage site. Motion seconded by Director Lavallais and passed unanimously.
- After a discussion concerning illegal dumping at the household garbage site, Director Groskopf made a motion to add a \$150.00 fine for illegal dumping and losing household garbage privileges for 30 days. Motion seconded by Director Cook and passed. Director Groskopf made a motion to add a \$150.00 fine for any hazardous material dumping and losing household garbage privileges for 30 days. Motion seconded by Director Cook and passed

DEED ENFORCEMENT

President Kirschner reported on the following:

- 16 Violation letters
- 6 cured violations
- 16 – 209 letters sent

After a discussion concerning a property on Shawnee Court, Director Groskopf made a motion to send to legal council unless the attorney has something productive in progress. Motion seconded by Director Lavallais and passed.

Self Help Letters:

President Kirschner made a motion to send a self help letter to a property on Magnolia. Motion seconded by Director Lavallais and passed.

President Kirschner made a motion to send a self help letter to a property on Quail. Motion seconded by Director Gill and passed.

President Kirschner made a motion to send a self help letter to a property owner on Rantoul. Motion seconded by Director Lavallais and passed.

After a lengthy discussion concerning a property on Gumwood, Director Harlow made a motion to send it to the attorney's office. Motion seconded by Director Butler and passed.

COLLECTIONS

The collections report as of June 13, 2025 was as follows:

06/13/25

DNB	82
Constable	
Tax Sale	76
Law Suit	70
Pmt Plan	67
< \$0	15
= \$0	847
WWP \$	19
25 > \$0 < \$900	29
= \$900	65
> \$900	25
	1295
WIA	77
MUD	0
WWP	592

Total	
Collections	948
Cur Vs L Yr	-12
Cur Vs L Mth	14

AUDIT/FINANCIAL

Executive Director Lisa Hayman presented the financials. The financials had been emailed to the board with the monthly board packet. Director Groskopf made a motion to approve the May 2025 financials. Motion seconded by Director Harlow and passed.

President Kirschner made a motion to approve Authorization for Legal Action on Bay Hill, Block 5, Lot 49. Motion seconded by Director Caulfield and passed.

President Kirschner made a motion to approve Authorization for Legal Action on Greentree Village 11A, Block 7, Lot 16. Motion seconded by Director Lavallais and passed.

President Kirschner made a motion to approve Authorization for Legal Action on Bay Hill, Block 5, Lots 52 & 53. Motion seconded by Director Lavallais and passed.

EXECUTIVE SESSION

The Board adjourned to executive session at 11:44 a.m.

Legal matters were discussed. The Board adjourned the executive session at 2:19pm and reconvened to regular session at 2:20pm. The Donnelly letter was discussed by the board.

BYLAWS AND COVENANTS

Director Cook reported on:

- Sent in suggestions via email concerning changes to the Policies document and Protective Covenants with ballot suggestions for a community vote.
- Helped with verbiage on fencing requirements.

COMMUNITY COMMUNICATIONS

Director Cook reported on:

- Produced the Waterwood Neighborhood News for June 2025
- Scanned and uploaded all amendments to the WIA site
- Added links for each and fixed some broken links

COMMUNITY SOCIAL EVENTS

Director Lavallais reported on:

- Wine Down – June 13 – WIA office
- July 4th Celebration – July 4

LIASON TO WATERWOOD WOMENS LEAGUE

- No report

LIASON TO CITY AND STATE

Director Butler reported on the following commissioner's court meetings:

- 05/28/2025 – Commissioners court meeting. Discussion about 3 new sections of Capital Creek Ranch in SJC Precinct 3.
- 06/11/2025 – Commissioner court meeting Item 14 Consideration, discussion and possible vote to approve and adopt by resolution Texas Health and Safety Code Section 775.0422 enabling removal of appointed ESD board member by resolution. Motion was made to table this discussion.

Item 15 – Consideration, discussion and possible vote to approve contract for collection services between ESD No. 2 and San Jacinto County Tax Accessor Betty Davis. The contract cost will be \$4500 and the item was approved 4-0 (Commissioner Marrs stepped out).

EMS

Director Harlow reported:

- No EMS calls for May 2025

LIAISON TO MUD

Director Groskop reported on the WMUD meeting:

- MUD repaired a water leak on Bayview Circle at The Villas that required a road cut.

SJC ESD No. 2

Director Groskop reported on the SJC ESD No. 2:

- WIA is still waiting on acceptance of the fire station lease
- SCJ ESD No. 2 Commissioners court reviewed and agreed to contract between SJC Tax Accessor Collector and SJC ESD No. 2 to collect their taxes on June 11. The estimated annual cost to the SJC ESD No. 2 should be \$4500.
- SJC ESD No. 2 Subsidy payment from WIA scheduled for this month (\$46,000). Without the building lease contract and a review of their financials I recommend we delay payment until the ESD meets WIA's requirements.

LIAISON TO WNGRA

Director Kirschner reported on WNGRA.

- Repairs are nearing completion on hole 3 of the course.
- WNGRA has set the date of their next tournament for September 27, 2025

SECURITY

Director Harlow reported:

- The window on the Nissan has been replaced.
- The battery was changed on the Toyota along with the oil being changed and the tires rotated.
- There were 4 incident reports and they assisted with 3 medical calls.

UNFINISHED BUSINESS

President Kirschner opened discussion with the WIA board concerning the multi-purpose building. After some discussion, President Kirschner asked for volunteers of the board to consider reopening the process of getting the multi-purpose building built in stages. Director Groskopf volunteered to help in looking into a new process to get this project started and moving forward. WIA resident Pat Zappa volunteered to help.

NEW BUSINESS

Director Groskopf made a motion to elect Keith Caulfield as the 2025 Election Chairman. Motion seconded by Director Lavallais and passed unanimously.

Director Harlow verbally and in writing submitted his resignation from the WIA board effective June 16, 2025 at 3:45 pm.

Director Caulfield made a motion to appoint Greg Gusman to take the remaining term of Director Harlow ending October 11, 2025. Motion seconded by Director Cook and passed unanimously.

COMMENTS FROM PROPERTY OWNERS -

WIA resident and Waterwood VFD Fire Chief thanked those involved with WIA and those contributing and supporting the fire department. He briefed the board and those in attendance that the fire department is still growing and there are plans to send firemen to school and training classes. The Waterwood VFD made a contribution to the Waterwood fireworks along with Mr. & Mrs. Kile and Waterwood Assistant Chief Carol Magee. Waterwood VFD will be serving pulled pork and sausage on a stick.

Meeting adjourned at 5:17 p.m.

_____ Date
[Signature] _____ President
[Signature] _____ Secretary

**Copies of approved and signed minutes are available at the WIA office
{Preliminary Minutes - Until approved at the July 21, 2025 WIA Board Meeting}**