

Windermere Homeowners Association
Minutes of the Meeting of the Board of Directors
February 20, 2023
Approved March 20, 2023

1. Call to Order

Tonight's meeting was conducted using Zoom, a web-based video conferencing tool, through Goodwin & Company, the HOA Property Management Company. Details are in the Property Manager's file.

Vice President Paul Urban called the meeting to order at 7:01 P.M. Present were Directors Scott Miller, Urcha Dunbar-Crespo, Dennis Messex, Jill Castro, and Wilbert King. Goodwin's HOA Property Manager Melissa McWilliams was also in attendance. President Earl Wellborn was absent.

- 2. Approve January Board Meeting Minutes** (approved minutes are on www.windermerehoatx.org)
January 16, 2023 Board Meeting Minutes were reviewed. Motion to approve minutes by Director Miller, Seconded by Vice President Urban and it passed unanimously.

3. Open Session for Homeowners Concerns/Comments

Homeowners joined the video meeting. Participant information and comments are available in the HOA Property Manager's file. The following concerns were raised:

- a. Homeowner Treven requested clarification on the monitoring and enforcement of parking and shrubbery growth in the alleyways. He also expressed concern and requested a waiver for a violation for an RV parked in his backyard that is visible above the fence from the alleyway. Since the alleyway is considered private he believes that he should not have been cited for the RV being in the public view. In addition, he believes there is a contradiction in the CC&Rs on whether RVs and Campers are allowed and under what circumstances. The Property Manager advised him that Compliance Drivers drive the alleyways and violations. She also referred him to the CC&Rs language that states RVs and campers must be out of public view (ref article 3.15). The homeowner also questioned the timeliness of responses from the Property Manager to his emails. He was asked to email the Property Manager with his concerns and to send a copy to Vice President Urban. Alleyways, RVs and campers are on the agenda for the Executive Session.
- b. Homeowner Gregory expressed concern over a violation notice regarding the usage of his house and complaints about lights shining on his house. He is an executive producer of a movie and films at his house and believes that he is allowed to run a business in his house. He also stated that he has rented his house as an Airbnb since 2017. The Property Manager previously advised the homeowner of CC&Rs regarding operating a business out of his home. This item will be addressed in the Executive Session.
- c. Homeowner Frank expressed concern over trailers in homeowner's yards that can be seen by the public. He also asked what an acceptable time period is for a response from the Property Manager. The Property Manager explained her response times. Frank also asked again about weekend coverage because there are a large number of violations after work and on weekends. He was advised that homeowners are asked to send in photos of violations they see after hours and on weekends.
- d. Homeowner Debbie suggested that Compliance Drivers be given information to help them properly identify a violation and the applicable home, especially homes in alleyways. Homeowners are asked to let the Property Manager know when they receive a violation that does not apply to their homes. Debbie needed help with an AT&T issue, Director Castro offered to provide contact information for AT&T.

- e. Homeowner Chris asked about the process for Architectural Control Committee (ACC) review of a homeowner's request. The Property Manager explained the process.

4. Property Manager Report

There are 1,871 homes in the community. Property Manager Melissa McWilliams provided the Property Manager's report.

- a. Financials: The January 2023 financials were summarized. Reports are available in TownSq at <https://app.townsgq.io/login>
- b. Violations: Details are maintained in the Property Manager's file.
 - i. A moratorium was made for violations since the freeze to give the City and homeowners time to clean up the debris.
 - ii. The majority of the pre-freeze violations were for improperly stored trash containers, landscaping (e.g., overgrown lawns, fences...) and vehicles (e.g., parking, abandoned/disabled cars, flat tires, expired registrations, commercial vehicles, boats, trailers etc.)

5. Discuss Old Business/Committees

- a. There was no old business.

6. Discuss New Business

- a. There was no new business.

7. Executive Session - The Board moved into Executive Session at 8:05 P.M. and adjourned Executive Session at 9:33 P.M. After reconvening, the below items were discussed.

- a. Homeowner Treven – Director Miller made a motion to uphold the violations for the RV parked in the backyard that is visible. Director Castro seconded it. The motion passed.
- b. Lifeguard - Director Miller made a motion to approve the contract with I Am Ready Swim for Monitors and Lifeguards. Director Castro seconded it. The motion passed.
- c. Doggie Station - A homeowner requested that an additional doggie station be added in the neighborhood. No action will be taken on that request.
- d. Review CC&Rs – The Board will identify sections to be reviewed and will plan a work session.
- e. Limbs – The Property Manager will contact the City to discuss options for removing the limbs on Grand Ave and Pflugerville Parkway.

8. Adjournment

Director Miller made a motion to adjourn, Vice President Urban seconded, and the motion passed unanimously. The meeting was adjourned at 9:36 P.M.

Submitted by: Secretary Urcha Dunbar-Crespo