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# Waterwood Community Association

P.O. Box 12335  
Beaumont, TX 77726

*Management Company*  
**Fillips Firm, LLC**  
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**Annual Meeting**  
**6:30PM**

**February 16, 2023**  
**Bridge City Senior Citizens Center**  
**105 Parkside Drive, Bridge City**

Note that the Annual Meeting is held in accordance with the Bylaws of WCA, and no New Business will be acted upon (voting) that is not already part of the agenda below.

**Agenda:**

- I. Call to Order 6:30 PM
- II. Proof and Affidavit of Notice of Annual Meeting of Members
- III. Roll Call, certifying of proxies and designation of quorum
- IV. Adoption of Agenda
- V. President's Report Tom
  - Welcome new property owners
  - In Memoriam: Randy Lee
  - Recap 2022 Tom
    - New Website for Waterwood
    - WCA information posted on TREC website
    - Management Certificate revised and posted
- VI. Financials Marcy
  - 2022 EOY Report
  - 2023 Budget
- VII. Committee Reports
  - Architectural Control
    - Introduction of Architectural Committee members and reminder of approval process
  - Covenants Debbie
    - Reminder of common/repeat complaints: trailer storage, lamp posts and garbage cans
    - HOA semi-annual drive-by inspection –February 2023



**Waterwood Community Association**  
**Profit & Loss Budget vs. Actual**  
 January through December 2022

Cash Basis

	Jan - Dec 22	Budget	Variance	2023 Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4010 · Annual Assessment	31,818.00	32,300.00	-482.00	36,900.00
4020 · Assessment Interest Income	19.29			0.00
4030 · Late Charge Interest Income	33.84	100.00	-66.16	100.00
4070 · Misc. Income	54.43			0.00
<b>Total Income</b>	<u>31,925.56</u>	<u>32,400.00</u>	<u>-474.44</u>	<u>36,900.00</u>
<b>Gross Profit</b>	31,925.56	32,400.00	-474.44	36,900.00
<b>Expense</b>				
6551 · Office Supplies/Postage/Mailing	483.03	300.00	183.03	500.00
6150 · Depreciation Expense	9,641.76			0.00
6180 · Insurance	5,932.00	3,200.00	2,732.00	6,000.00
6190 · Neighborhood Activities				
6191 · Christmas Decorations & Awards	430.00	0.00	430.00	100.00
6193 · Miscellaneous Expense	349.47			0.00
6194 · Meeting Expense	200.00	150.00	50.00	150.00
6195 · Website Expense	226.25			235.00
<b>Total 6190 · Neighborhood Activities</b>	<u>1,205.72</u>	<u>150.00</u>	<u>1,055.72</u>	<u>485.00</u>
6270 · Professional Fees				
6271 · Accounting	350.00	350.00	0.00	350.00
6272 · Legal Fees	4,322.00	1,500.00	2,822.00	2,500.00
6274 · Security	0.00	600.00	-600.00	0.00
<b>Total 6270 · Professional Fees</b>	<u>4,672.00</u>	<u>2,450.00</u>	<u>2,222.00</u>	<u>2,850.00</u>
6280 · Management Services	9,000.00	9,000.00	0.00	9,000.00
6300 · Repairs & Maintenance				
6315 · General Repairs	9,615.41			3,000.00
6313 · Security Camera Maintenance	765.53	450.00	315.53	450.00
6301 · Grounds/Landscaping Maintenance	81.19	12,000.00	-11,918.81	18,500.00
6305 · Equipment Repairs	0.00	7,500.00	-7,500.00	0.00
<b>Total 6300 · Repairs &amp; Maintenance</b>	<u>10,462.13</u>	<u>19,950.00</u>	<u>-9,487.87</u>	<u>21,950.00</u>
6390 · Utilities				
6391 · Electric	2,734.69	2,600.00	134.69	2,300.00
6392 · Water	862.00	700.00	162.00	750.00
<b>Total 6390 · Utilities</b>	<u>3,596.69</u>	<u>3,300.00</u>	<u>296.69</u>	<u>3,050.00</u>
6820 · Taxes				
6823 · Property	720.54	850.00	-129.46	775.00
<b>Total 6820 · Taxes</b>	<u>720.54</u>	<u>850.00</u>	<u>-129.46</u>	<u>775.00</u>
<b>Total Expense</b>	<u>45,713.87</u>	<u>39,200.00</u>	<u>6,513.87</u>	<u>44,610.00</u>
<b>Net Ordinary Income</b>	<u>-13,788.31</u>	<u>-6,800.00</u>	<u>-6,988.31</u>	<u>-7,710.00</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
7010 · Interest Income	17.96	90.00	-72.04	10.00
<b>Total Other Income</b>	<u>17.96</u>	<u>90.00</u>	<u>-72.04</u>	<u>10.00</u>
<b>Net Other Income</b>	<u>17.96</u>	<u>90.00</u>	<u>-72.04</u>	<u>10.00</u>
<b>Net Income</b>	<u><u>-13,770.35</u></u>	<u><u>-6,710.00</u></u>	<u><u>-7,060.35</u></u>	<u><u>-7,700.00</u></u>

Total Bank Balance as of 01/31/2023: \$27,139.29

# Minutes of Annual Meeting of Members Waterwood Community Association, Inc.

Thursday, February 16, 2023  
Bridge City Senior Citizens Center  
Parkside Drive Bridge City, TX. 77611

The meeting was held in accordance with the Bylaws of WCA. .

2023	2024	2025
Mike Magnuson (Security) (p)	Marcy Messer-Treas.	Catherine Powers
Tom Henry – President	Frank Whipps (Grounds) (a)	Jim Higgins Secretary
Brad Wilkins (p)	Mike Mankopf	Debbie Gipson VP

I. **CALL TO ORDER:** 6:35 PM. Meeting held as scheduled at Bridge City Senior Citizen building.

II. *Proof and Affidavit of Notice of Annual Meeting of Members.* All required documents related to the meetings business were distributed to the community members via US Mail prior to the meeting.

III. *Roll Call, certifying of proxies and designation of quorum.* Sixteen community members attended in person and signed the meeting register. The secretary confirmed 12 qualified proxies were submitted by members in attendance with no more than two proxies being submitted from any one community member.

IV. *Adoption of Agenda* Motion C.P. 2<sup>nd</sup> M Mk. President, President call for vote to approved, passed.

V. President's Report Tom

- *Welcome new property owners :*
  - Two new property owners were present and recognized.
  - Four additional new property owners were mentioned.

➤ In Memoriam: Randy Lee

- Recap 2022 Tom
  - *New Website for Waterwood* Waterwoodorangetx.com
  - *WCA information is posted on TREC website.*
  - *Management Certificate revised and posted.*

VI. Financials Marcy

- *2022 EOY Report* Treasurer reviewed the expenses, income, depreciation, and financial viability of the community.
- *2023 Budget* Treasurer pointed out that we continue to spend more funds on common/regular expenses than we collect in assessments. Discussion ensued with one community member asking why the books weren't balanced and our savings continue to deplete. The board explained the increased expenses that have occurred over the last few years due to the loss of volunteer accounting and other services as well as increased maintenance and repair costs. Legal

costs include expenses to “refresh” our state required documents and address legal action taken against the HOA by at least two community members. The cap of \$30 per year limit in our ability to increase assessments was also discussed.

## VII. Committee Reports

- Architectural Control
  - *Introduction of Architectural Committee members and reminder of approval process.* Mark Messer and Sherry Hummel were recognized as the co-chairs of the committee. Other members of the committee present were recognized, and the remaining members were mentioned. Committee members reminded those present to submit ACC requests in ample time for approval.
  
- Covenants Debbie
  - *Reminder of common/repeat complaints: trailer storage, lamp posts and garbage cans.* The VP reviewed the common violations and discussed the regular inspections and associated violation notification.
  - HOA semi-annual drive-by inspection –February 2023
  
- Grounds Jim
  - *Street Sign and Post installation* The project is complete, a small credit was received as there was no satisfactory method found to permanently affix the signs to the posts. Speed limit signs update was being arranged with the county.
  - *Grounds Maintenance Contract awarded – begin March.* The bidding process is complete, the work will begin in March. The bidding process was reviewed.
  
- Future Projects (pending budget constraints) Jim
  - *Fence cleaning.* The need has been identified but there are not adequate funds to proceed at this time.
  - *Bulkhead repair at the boat ramp* ditto no funds Jim
  - *Fire hydrants maintenance* ditto no funds Jim
    - The use and maintenance of the hydrants was discussed and a request will be made to the BC fire department to run a “drill” in the community again and test the hydrants.
  
- Security Mike
  - New signs were erected at the entrances.

## VIII. Election of Directors Tom

- *Nominations from the floor.* Three nominations were made.
- *Introduction and remarks of nominees* the nominees all agreed to serve.
- Motion to close nominations, accept by acclamation or cast ballots. A motion was made from the floor by Mark Messer to accept the nominees by

proclamation. Becky Henry 2<sup>nd</sup> the motion. The president called for a vote which pass with no one sustaining.

- *Election of Inspectors and Tellers of Election (if necessary)* Not needed.
- *Voting (by members in good standing)* Not needed.

IX. Property Owners Forum

- *Discussion of standards for seasonal lighting* Jim
- The permanent decorative, bright, and oscillating lights that have been installed on several houses in the community were discussed. There were differing opinions on the topic. The board will review the subject in upcoming meetings.
- A community member requested information on who is responsible for curb repairs and discussion ensued on county responsibility for road and draining maintenance.

X. *Report of Inspectors and Tellers of Election* Not needed. Tom Henry, Gary Hooker and Mary Ann Jaynes were elected.

XI. *Adjourn Motion C.P. 2<sup>nd</sup>* Mark Messer. President call for vote to approve, passed. 7:45 PM.