Waterview POA Board of Directors Meeting

8-19-24

1. Meeting called to order 6:41pm
2. Board Members present: Steve Thompson, Maria Bliss, Mark Robbins, Ray Ludowese
	1. ECC Board Members present: Valerie Coleman, Mike Burns
3. **Motion** Ray/Mark approve agenda as amended. Motion carried
4. **Motion** Steve/Mark approve July meeting minutes. Motion carried
5. Steve requested Mark to provide board with copy of Clean Water Act.
6. Steve requested the name of the DEP contact Cynthia Madison has been working with regarding the POA’s NELA approval for permitting and the contact for DEP violations. Cindy (via text message) provided Ojara Perez as the DEP contact.
7. Ray presented the August financial report. Checkbook balance= $60,486.39. Current expenses to pay=$1,982.32. Current delinquent amount=$12,898.50. **Motion** Mark/Steve payment of August expenses. Motion carried.
8. Discussion on Liability Insurance for private docks of POA members. Steve to contact Tim Freeman with Grande Properties to verify if liability insurance is required by state statute.
9. Steve requested to budget for two news letter mailings per year to each POA member. A discussion on the need to reach/ better communicate with POA members. All POA information is posted on the Waterview website. **Motion** Mark/Steve budget for an additional two membership mailings per year for a membership newsletter. Motion was tabled until the 2025 proposed budget was sent to the board for their review. Ray estimated the newsletter mailing would cost $800 per mailing. (Total of $1,200 per year).
10. Maria presented the collections report. Currently 70 members are delinquent on paying the mandatory POA annual fee. Maria met with ALS regarding the collection process and the process on receiving partial payments. Tim Freeman and Cynthia Madison also participated in the meeting. It is understood Waterview POA does not receive any compensation for collection fees associated with the collection of delinquent accounts. Waterview POA only receives the amount owed as outlined in our governing documents. It is understood ALS follows state statute for their collection process. ALS will contact the Waterview POA board prior to starting foreclosure proceedings on delinquent accounts. It was noted one delinquent property approaching foreclosure proceedings has a house on it. Steve will try to contact the owner of the property (10565 Abello Rd. The board previously approved a pre-paid hourly rate reduction from ALS. Steve verified he signed the rate reduction agreement letter with ALS.
11. Valerie Coleman presented the ECC report.
	1. On 8-19-24 the enforcement committee met regarding DEP violations and non-exclusive licensing agreement violations completed on the Green Belt property adjacent to 16488 Liggett Circle. The violation activities were verified per a DEP inspection conducted 6-21-24 at the property. The property owner of 16488 Liggett Circle chose not to attend or participate in the enforcement committee meeting. Based on a 3-0 vote, the enforcement committee recommends the ECC board via the POA board of directors implement fines and correction proceedings per the Waterview POA governing documents. Valerie will notify the property owner with a letter of intent to fine within 7 days.
	2. On 5-17-24 The DEP completed an inspection and listed violations on the Green Belt property adjacent to 16152 La Barge Circle. The property owner who completed the non-compliant activity tried to discuss the issues with DEP. DEP informed the property owner they will need to discuss the issue with ECC. Valerie requested a meeting be set up with ECC, DEP, and the property owner to resolve the issues. Steve will call DEP to set up this meeting.
	3. A non-compliant privacy fence has been installed at 16478 Liggett Circle. The property owner has been notified. A second notification will be sent 8-21-24.
		1. A discussion on definition of “privacy fence”. Mark will provide information on a definition of “Privacy Fence” for current ECC guidelines.
	4. Valerie provided an update of a property owner who cleared two lots with no permits. (Valerie will provide name & address) The property owner has submitted a 1625sqft house plan for an Arch review. Our governing documents require a minimum of 2000sqft house plan. Mike Burns cannot approve the plan.
12. Steve to draft letter to send to South Gulf Cove HOA detailing Waterview POA’s independent architectural review for Section 94 property. Letter to include a notice for SGC to stop all county filings which include or list Section 94 property.
13. Maria offered the following schedule to the board.
	1. January 20, 2025, annual meeting date
	2. Early December 2024 second annual meeting notice mailed to membership
	3. End of October 2024 first annual meeting notice, election notice, and 2025 proposed budget mailed to membership.
	4. Budget and election notices need to be received by membership 60 days prior to annual meeting.
14. Discussion on 8-15-24 phone meeting with DEP regarding Non-Exclusive Licensing Agreement for use of Green Belt and permitting for docks.
	1. DEP stated they govern the water ways and environmentally protected lands.
	2. DEP is not granting dock permits until current violations on Green Belt have been resolved and DEP grants “consent” of remediation work.
	3. Per Mark Robbins: Tim Freeman stated we need to issue a letter of remedy to all violators.
	4. Maria questioned issuing a letter of remedy to violators prior to DEP issuing a letter to Waterview POA detailing the violations.
	5. Mark Robbins:  The DEP warning letter sent to the violators and Waterview specifically list the activities conducted without a permit from the department.
	6. Valerie Coleman:  Why do we continue to wait on requiring violators to correct the violations.  Valerie will draft a violators “Remedy” letter for board approval.
	7. Mike Burns:  DEP wants a correction plan designed by an environmental engineer for the specific remediation needed for the nonpermitted activities.  DEP will either consent to the correction plan or negotiate with the violator the additional corrections needed to be included for the remediation process.
	8. Mark Robbins:  The POA board needs to require the violator hire an environmental engineer to design the remediation needed for the specific violations listed by the DEP.
	9. Mark Robbins:  Prior to the meeting, Mark spoke with Tim Freeman regarding the DEP violations.  Tim summarized the violator has every right to hire an attorney to contest the DEP violations.  It is Tim’s opinion; most attorneys will not take the case.  Therefore, the violator needs to correct the violations as listed.  If the violator chooses not to, it is the responsibility of the POA to correct the violations and back charge the violator accordingly.
	10. **Motion** Mark/Ray:  Valerie to write a remedy letter and send to board for approval. Motion carried.
15. Cynthia Madison previously submitted to the board (via email) her letter of resignation from the Waterview POA board of directors.
	1. **Motion** Mark/Ray: Accept Cynthia’s letter of resignation and appoint Valerie Coleman to serve the remainder of Cynthia’s term. Motion carried
16. **Motion** Valerie/Mark to adjourn meeting 8:58pm. Motion carried.