



WESTWOOD SHORES PROPERTY OWNERS' ASSOCIATION  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES HELD OCTOBER 27, 2025  
AT THE CLUBHOUSE, 100 WESTWOOD DRIVE, TRINITY, TX 75862 AT 9:00 AM

The meeting was duly noted in accordance with Texas Property Code 209.0051 via email and posting of the notice on the Website and on each mailbox within the subdivision on October 21, 2025.

**In Attendance:**

Deta Rogillio, President  
Jo Matthew, Vice President  
Ron Auvenshine, Secretary  
Cheryl Savage, Trustee  
Susan Keel, Trustee  
Rick Renfro, Trustee  
G.M. Cox, Trustee  
25 Property Owners present  
Bradley Burkeen – Community Manager  
Christopher Hinshaw – Internal Financial Accountant  
Christina Rowe – CSR ACC and Deed Restrictions  
Chris Williams – Maintenance Supervisor  
Mark Cole – Constable

**Absent :**

None

**1) Call to Order**

President Deta Rogillio called the meeting to order at 9:00 am and led the Pledge of Allegiance to the United States Flag, and Secretary Ron Auvenshine led a prayer.

**2) Adoption of Agenda**

a. The agenda was adopted as presented.

**3) Announcements**

- a. Employee of the Month – Richard Schesser – Access Control Staff.
- b. Fitness Center is moving equipment in, and finalization of Solo Sentry install is being completed.
- c. Country Club Ad Hoc committee announced that the Re-imagining Golf Tournament raised \$24,389, bringing their total funds raised to date \$33,207. Golf Cart Poker run is this Saturday, and the Tour of Homes will be coming up in December.
- d. The adult Halloween costume and Poker Run is this Saturday.

**4) Constable Report**

- a. Constable Mark Cole reported 16 does and 2 spikes have been harvested to date. 4 alligators were harvested, along with removing 3 nuisance alligators.

*Reminder: Constable Mark Cole reminded everyone that ALL dogs should be kept in a fenced yard, or they need to be on a leash. His first action is a warning, and the second will be a citation.*

5) **Consideration of Minutes**

- a. The minutes of the following meeting were reviewed and approved, as submitted, by a unanimous vote:  
September 22<sup>nd</sup>, 2025.

6) **Reports**

a. **Access Control**

President Deta Rogillio announced the Access Control monthly statistics for October are: Access Control logged in 2,792 vehicles for the POA, 1,331 contractors, 116 guests to Marina Village and 467 guests to the Country Club. For the year 2025, there have been 45,804 individuals checked in for the POA, 18,427 contractors, 2,175 for Marina Village, and 6,429 for the Club House.

*Reminder: If you clear someone or a vendor for the next day or longer, make sure to change the date, or the clearance will expire.*

b. **Architectural Control Committee**

The minutes from the October 13, 2025, meeting were attached for the Board of Trustees to review. ACC Chair George Gallagher reported new homes YTD is 5. For the month of October, 3 additions/improvements, 1 lot consolidation, 1 mobile home replacement, and 4 denials.

c. **Maintenance Report**

Supervisors' report and updates were attached for board review.

Maintenance Supervisor Chris Williams reported that roadside mowing and weed eating continues, along with hay fields being mowed. October's heavy haul totaled 120 yards of trash. Picnic tables at the POA office have been repaired and reworked. Drainage project on Coral Gables has been completed, and the Maintenance Department continues to monitor and trap beavers around Horseshoe Lake. The boat docks have been cleaned out and power-washed while the Spider B Gone system is being repaired. The beaver dam on Horseshoe Lake is currently being removed. Currently there are 7 trees scheduled for removal from POA property.

d. **Budget Committee: Financials**

September 30, 2025, Financials and meeting notes from the October 2025 meetings were attached for Board review. Trustee Rick Renfro reported that the association ended September 2025 with approximately \$1,627,740 in liquid assets. The total Association operating income for the month of September was \$258,797 and was better than the budget by \$40,869. Our total operating expense was \$304,825, which was \$7,771 better than the budget. The total net income for the month of August was \$28,235 worse than the budget. The net year-to-date income is \$261,817 better than the budget.

Access Control and Administration were under budget. The 19<sup>th</sup> Hole performance was better than its budget. The Pro Shop and Golf Course performance was better than its budget, including payroll by \$24,081, and is \$159,398 better than its budget year to date. Total payroll expenses for the entire association were better than the budget for the month of September and is better than the year-to-date budget. The overall financial performance for September was strong. The metal roof replacement at the maintenance shop and office has been completed.

e. **Delinquent Account Report**

None.

f. **Deed Violations and Inspection Visits**

The violation report was attached for Board Review.

Update for September - October. There were 12 corrected, 4 new violations, 12 at legal or Public Nuisance and 28 open violations.

Reminders:

- i) *House numbers are required per POA Policy. Numbers must be legible from the street. Confirmation of numbers has begun, and it was noted that only 26 homes did not have numbers. Beginning in December, fines will be given if you do not have a number to identify your house.*

g. **Country Club Committee**

No Meeting.

Trustee Susan Keel stated 19<sup>th</sup> Hole extended hours were not able to be implemented due to not having additional funds to do it. A new updated menu is being worked on, and pricing is being discussed.

h. **Greens/Golf Committee Report**

No Meeting.

i. **Streets and Roads Committee**

No meeting.

j. **Strategic Planning Committee**

Trustee Ron Auvenshine reported that the structure for the Marketing committee has been sent to the BOT for approval, and will begin moving forward to set up, and they are now working to create the Financial Advisory Committee.

Save the date: November 8<sup>th</sup> from 10:00 am – Noon in the Club House the Strategic Planning Committee will present the results of the Communications Survey, as well as discuss the scope of the Marketing Committee and Financial Advisory Committee.

k. **Maintenance Committee**

No meeting.

l. **Neighborhood Watch Committee**

The minutes from the September 30, 2025, meeting were attached for the Board of Trustees to review.

Trustee Cheryl Savage announced the meeting was held to finalize details of the Neighborhood Night Out Event.

m. **Communications Committee**

The minutes from the October 10, 2025, meeting were attached for the Board of Trustees to review.

Trustee Deta Rogillio reported discussion was held on how to effectively use the calendar in WS Connections, reviewed the Outreach Plan, and refined notifications in the system. At a Glance, delivery showed 1470 published, 4% delivered (6% bounced), with 60% opening the email. Tech support Sundays have been held to assist property owners and will continue through November 9<sup>th</sup>, 12:30 pm – 4:30 pm at the clubhouse. The New Property Toolbox has been completed, along with a notice sent out to show new ways to manage calendar notifications. From May to September 30, have shown 2,000 users and 357 returning users with an average engagement time of 23 minutes. For September, there were 815 users, 174 returning users, with an average engagement time of 12 minutes.

7) **Ratification of Actions taken via Unanimous Written Consent**

a. None.

8) **Items for Consideration**

a. **Consideration and vote on levying fines on Owners who have violated or are violating the POA's documents.**

Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to levy fines on the owners who are in violation of the POA's documents.

**See attached Appendix 8 a & b.**

b. **Consideration and vote on referring owners who have violated or are violating the POA's documents over to the Association's attorney to seek compliance with the governing documents through a lawsuit, if necessary.**

Following due discussion and upon motion duly made, seconded, and unanimously approved, the Board of Trustees agreed to refer the owners who are in violation of the POA's documents over to the Association's attorney to seek compliance with the governing documents through lawsuit, if necessary.

**See attached Appendix 8 a & b.**

c. **Consideration and vote on referring owners who are delinquent in payment of Assessments or other charges to the POA over to the Association's attorney or small claims court to collect such past due payments through lawsuit and foreclosure, if necessary.**

None.

d. **Consideration and vote on recommendations from the Architectural Control Committee.**

i) Following due discussion and upon motion duly made, seconded, and unanimously approved the Board of Trustees agreed to conditionally approve the project on 07-88-13 & 07-88-14 for future consolidation.

e. **Review and vote on recommendations from the Budget Committee.**

i) Following due discussion and upon motion duly made, seconded, and unanimously approved the Board of Trustees agreed to accept the Beautification Buddies Donation of \$7,000.00 to install a sprinkler system around the pool/fitness area and the Memorial Garden, as well as expense the remaining \$3,000.00 from recreation funds available to complete the project at a cost of \$10,000.00. The water that supplies the system will come from our irrigation system and will also allow the POA to disconnect the meter that is with WS MUD for the Memorial Garden.

- f. **Consideration and vote on the 2026 Budget and Assessments.**
  - i) Following due discussion and upon motion duly made, seconded, and unanimously approved the Board of Trustees adopted the 2026 Budget of \$4,969,155.00 with the maintenance assessment being \$1,680.00 per billed lot (\$6.00 per month increase from 2025), Recreation assessment being \$1,068.00 (no increase from 2025), Townhome assessment being \$585.00 (\$8.75 per month increase from 2015). For those not paying the full annual assessment, the \$120.00 non-annual payment fee must be paid with the January Payment.
- g. **Review and vote on recommendations from the Country Club Committee**  
None.
- h. **Review and vote on recommendations from the Greens/Golf Committee.**  
None.
- i. **Review and vote on recommendations from the Streets and Roads Committee.**  
None.
- j. **Review and vote on recommendations from the Strategic Planning Committee.**  
None.
- k. **Review and vote on recommendations from the Maintenance Committee.**  
None.
- l. **Review and vote on recommendations from the Neighborhood Watch Committee.**  
None.
- m. **Review and vote on recommendations from the Communications Committee.**  
None.
- n. **Consideration and vote on the format for the 2026 Assessment Invoices.**
  - i) Following due discussion and upon motion duly made, seconded, and unanimously approved the Board of Trustees approved the format of the 2026 Assessment Invoices.

**9) Owner Questions:**

Please see the attached list of owner questions and answers at the end of the minutes.

**10. Executive Session**

The Board of Trustees reviewed all reports from the attorney on all collection and deed restriction issues, and management staff concerning employee-related issues and any contract issues.

**11. Reconvene Open Session**

- a. **Consideration and vote on ACC Denial request on properties 03-54-10 & 11.**  
Following due discussion and upon motion duly made, seconded, and majority agreed, the Board of Trustees agreed to uphold the denial of the project for two reasons: 1. The project cannot be built on the lane; it must be on the homeowner's property. 2. The project does not meet the site-built requirements of a permanent structure.
- b. **Consideration and vote on request from homeowner on 01-7A-05 & 06 to build a 6ft privacy fence.**  
Following due discussion and upon motion duly made, seconded, and majority agreed, the Board of Trustees denied the request to construct a 6ft privacy fence as the requirements in that section do not allow for a privacy fence.
- c. **Consideration and vote on request for violation fine forgiveness on 10-09-15.**  
Following due discussion and upon motion duly made, seconded, and unanimously agreed, the Board of Trustees denied the request to waive the fines charged and notify the homeowner that the project must be completed with skirting before the violation will be closed.

**12. Next Meeting Date**

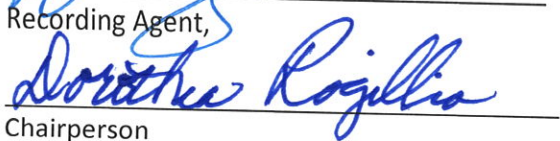
The next regularly scheduled Board meeting will be held at the Clubhouse on Monday, November 24, 2025, at 9:00 am.

**13. Adjournment – 12:05 pm**

Approved:



Recording Agent,



Chairperson

Date: 11/24/25

Date: 11/24/2025

Owner's Questions

October 27, 2025

1. A property Owner thanked the POA and Constable Mark Cole for their work on addressing the house across the street which has been seized due to drugs. Asked if either or both parties could assist in getting the outside cleaned up. *Both the POA and Constable said they would try to see what can be done.*
2. A property Owner asked the POA to address the single-family living situation in some of the homes in Westwood Shores and enforce the regulation. *The POA does follow our policy manuals on owners out of compliance and works with our attorneys to do everything we legally can. Often, legal action takes a long time for a resolution.*
3. A question was asked if the Communication committee's statistical information breaks down the number of users. *Yes, it does but it can only count the logged in users and not the number of visitors who do not log in.*
4. A property owner asked the Board to put money into the 2026 budget for road repair. *\$407,291 has been budgeted for road and drainage.*
5. A property owner asked if anything is being done on the Westwood Lake Spillway. *Monies have been put into the 2026 budget to begin work on this project. The POA has started working with an engineer, and the scope of work is being worked on.*
6. A property owner reminded everyone that donations of candy for Halloween are being accepted in the clubhouse lobby.

Property owner questions sent to [poaboard@westwoodshorespoa.com](mailto:poaboard@westwoodshorespoa.com) are answered to the individual but will no longer be included in the minutes. Property owners with specific questions are encouraged to continue to use the email address and their questions will be answered by a member of the board.

Appendix 8 a & b

	Unit Name	Violation ID	Inspection Date	Rule	Violation Description
1	[REDACTED]	1,595	10/14/2025	MNT	Please remove the window unit from the window. Please review our POA policy for further information.
2	[REDACTED]	1,591	10/10/2025	MNT	remove all the furniture for the yard and haul it off. Make sure all you property is in your yard and not the neighbors yard.
3	[REDACTED]	1,590	10/06/2025	Leasing Violation Owner	All renters must have a valid lease and the owner must have a background check for all tenants over 18 years of age. A copy of the lease must be on file with the POA.
4	[REDACTED]	1,589	10/02/2025	MNT	Please Remove all the dead trees and branches.

Appendix 8c