

# Memo

**To:** 2006 Wilderness Trails Home Owners Association Board Members  
**From:** Kevin Bordelon  
**Date:** 07/25/2006  
**Subject:** Wilderness Trails Home Owners Association Board Meeting Minutes – May 2006  
**Attendees:** Board Members: George Dillon, Lisa Norwood, and Kevin Bordelon,  
Committee Chairs: Stan Faber, and Skipper Jones  
Others: N/A  
**Absent:** Pat Garner, Ben Efting, and Shannon Moran

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The meeting opened on 5/31/2006 at 7:00 p.m.

## **General (all)**

- Approved the 4/26/2006 Board meeting minutes without revision. Kevin Bordelon motioned for approval. Lisa Norwood seconded with all attendees unanimously approving.
- There has been a continued problem with a specific Board Member's attendance to Board meetings. This Board Member will be contacted to determine if they wish to continue to serve.
- There have been several instances where teenagers have been using the pool after hours and without life guards in violation of HOA pool policy. A note will be placed in the newsletter and on the Web site stating that the HOA will prosecute all individuals caught in violation of pool policies. Also these occurrences usually result in some type of vandalism to HOA property, which ends up costing all homeowners money to repair.

## **Review by Architectural Committee (Skipper Jones)**

- There have been reoccurring issues with people calling to seek approval on their specific project without the committee even having received project documentation or project approval requests. Homeowners in this situation state they have submitted the required documents. The Board discussed possible methods of time stamping documents so that the committee has adequate time to review the project without being rushed and without being accused of not approving a project in a timely manner. Current deed restriction state if a project request has not been approved or acknowledged by the Architectural committee within 30 days, then the project is approved by default. Homeowners have used this clause to their benefit by stating they have sent in the required documents, and proceeded with construction stating they never received any notification from the committee, when in fact the documents never reached the Architectural committee for an unknown reason. One suggestion is to submit all documents electronically to have a validated time stamp. A notice will be placed on the Web site requesting homeowners to submit their projects electronically. To facilitate this process, the project request form will be converted to a Word document which then can be completed electronically and emailed to the Architectural committee via an email link on the Web site.
- The deed restriction committee chair will be copied on all Architectural Committee project requests to ensure that deed violation notices are not sent during the construction or pre construction phase of a project.

### **Review by Deed Restriction Committee (Stan Faber)**

- Various deed restriction violations were discussed.
  - A truck being parked long term at a residence on Bayou Oak.
  - Jet Ski's being parked in driveway and in yard on Castlewood.
  - Various siding stains on homes from A/C system leaks.
- A cover letter still needs to be developed that will be sent to all homeowners explaining the major changes to the Deed Restriction proposed document and the need for the revisions.

### **Review by Maintenance Committee (Lisa Norwood made on behalf of Jeff Norwood)**

- The siding on the Castlewood Park buildings has been replaced.
- Concrete at both parks have been pressure washed.
- Different electric providers are being looked at in an effort to reduce annual electric costs to HOA equipment. A specific provider has not been chosen yet.
- A pool parking lot light is out and is pending replacement. For safety reasons this needs immediate attention.
- The wooden benches at the Applewood pool are showing their age and need to be replaced. Pending further Board action.

### **Review by Finance Committee (Pat Garner)**

- No Report

### **Recreation Committee**

- No Report

### **Pool Management (Bill Cole)**

- The pool opened on May 20<sup>th</sup> to start the annual pool season.
- Another revision to the pool rules needs to take place stating:
  - Current: All three year old children and under must be accompanied by an adult and the adult must be within three feet of the child at all times. *Proposal: All children not able to swim must be accompanied by an adult and the adult must be within three feet of the child at all times.*
  - The life guard has final say in all disputes and can request individuals to leave the pool site.
- The pool rule placard located on the building at the Applewood pool needs to be revised to reflect the current pool rules as posted on the Web site.

### **Other Topics**

- A Yard-of-the-Month program has been developed. This program was planned to start in May without success. Current plans are to start the program in June.

The meeting was adjourned at approximately 8:30 p.m. The next meeting is scheduled for June 28, 2006 at 7:00 p.m.

Open Action Items from previous Board meetings:

- Kevin Bordelon to develop a cover letter explaining the changes incorporated in the revised Deed Restriction document prior to seeking approval from the homeowners.
- Lisa Norwood to revise the pool rules and update the rule placard per the items cited in the Pool Management section above.
- Skipper Jones to work with Amy Efting to develop an electronic Architectural approval process via the Web page as outlined in the Architectural Committee section above.
- Board must approve purchase of new benches for the Applewood pool.