

# Minutes of Board Meeting

Official Record of Proceedings

## Meeting Details

<b>Date:</b>	September 18, 2025
<b>Time:</b>	5:00 pm
<b>Location:</b>	Laguna Vista Library, Laguna Vista, Texas
<b>Type of Meeting:</b>	Board Meeting

## Attendees

- Director at Large: Don Kelley
- Treasurer: Beverly Nowlin
- Secretary: Tony Anderson
- Office Manager: Osi Periales

## Proceedings

### 1. Call to Order

The meeting was called to order at 5:00 by Don Kelley.

### 2. Approval of Previous Minutes

The minutes of the second quarter board meeting were reviewed and approved unanimously.

### 3. Financial Report

The Treasurer presented the latest financial bank statements since the last meeting. Beverly presented the bank account info since the last meeting. She explained that the correct numbers have been entered according to the information from previous accountant. She requested that the Board let her and Osi have a couple of tutorial sessions with Doorloop at an expense of \$90/50 minutes. It was reported that the insurance has been paid for the next year and there is a substantial balance in the insurance account for next year. She would like to go the bank and discuss an interest-bearing account on the insurance account or invest in some short-term cd's to accrue more interest on balances. Don added that we will be pursuing better ways to move forward financially managing the money being spent, such as using a card that has cash back on purchases, etc., and put that money aside for future expenses. The board

discussed current balances, outstanding payments, and upcoming budgetary needs. The report was accepted as presented.

#### 4. Director at Large

Don Kelley informed the board that there will be two vacancies on the board to be filled at the annual meeting. He encouraged anyone interested in serving to submit a brief biography to the board, so it can be presented and voted on at the annual meeting.

Don also reported on some changes that have been made. The first being that we have moved the maintenance to Roberto Garza, full-time and he is gifted in many aspects of maintenance-electrical, roof repairs, sheetrock repair. We are looking at bringing lawncare in-house as well as pool maintenance, working under Osi who is going to be certified in pool care maintenance that is required for multi-family housing. We feel the quality of his work is superior to what we've been getting. These changes could result in a reduction of monthly fees up to \$30/mo.

We also hired out the large portion of the damaged wall around the property behind O building to be repaired by a professional. That's finished and looks great. We also asked Beto if he would be comfortable fixing the smaller portion of the wall by the front gate. He's not finished and needs to do the stucco. Those materials are available to be picked up, and he will finish with that. We were quoted \$4500 for that repair and have spent \$2200 plus the labor of Beto. It's little things like this where we save. We have also had some bumps in the road over the last six months: drains breaking underground and pipes we had to replace. We will be adding dirt and sod to that repair and smooth it out. We have an additional problem with a drain on the north end by A Building. It no longer drains anything and is creating a sinkhole. We have talked to a contractor about coming in with a special spray foam that can be put in that hole, dig it out, spray it off and it seals from the inside. He also reported that a pipe that was previously repaired now has a leak further back down the pipe. We are currently looking for someone that can do an x-ray type vision to clarify the exact location of the leak. We will rent an excavator and Beto will repair that.

The next issue is the gate. We have chosen to make both gates inoperable at this time until the entrance side is fixed. At this time, it seems we can try a new motherboard or replace the whole motor (appx. \$6,000). Beto and Osi have been working with the programming, and we are talking about \$350-\$450 into that fix so far.

Regarding lawsuit with TWIA on roofs. We did get a significantly larger offer, but they have chosen to exclude roof sheathing, which has to be replaced. Don, Osi, an independent contractor that TWIA sent out, our attorney, and an independent contractor inspected all the roofs and sheathing, and we are waiting for that report to come back and that's when

final negotiations will happen. No guarantees, we are getting the deal done. Their last offer was a nice offer and will go a long way to getting our roofs up. Their last offer with our reserve was enough to redo all the roofs. It's coming soon. It's been about three weeks and the prediction was three weeks and we are coming up on that.

## 5. Management Report

Osi presented the following:

Electrical - new bayfront fishing light installed, camera antennas were wired to G Bldg., and we found out that Bldgs. G & H share a meter housed in H Bldg. Because of that, we had to place a photocell that shines on the driveway for G & H Bldg. N Bldg. had a hot wire that was previously improperly installed and was exposed, so we properly insulated it and conduit, so it's not exposed. Lights along the bayfront replaced photocells for garage units. C4 & C2 stairwell awning light is not working, we have ordered new ones, and they will be installed when they arrive. Similar issue in Bldg. H.

Plumbing – Bldg. M main shutoff valve was replaced; NE spigot was replaced. Bldg. F, water hose gasket replaced. A Bldg. water hose replaced.

Landscaping – Bldg. D – water irrigation line was fixed, as well as NW side of O Bldg. Bayfront irrigation line fixed.

Boat Parking Area – trees were trimmed.

Dozens of sprinkler heads have been replaced throughout property. Several palm trees have been relocated throughout the property. We have also planted some plants in J, G & K Bldgs. Palm behind N Bldg. was trimmed as it was hitting power lines, as the power company will not touch those, so we have to take care of that. Eliminated the sinkhole by the gazebo, added some dirt and will replace St. Augustine grass.

Pool – refill valve was replaced which was causing a spike in the water bill. Filter grid was also replaced.

Roof Patches – several roof patches – E, F, K, A Bldg. Awning for K2 & 4 was properly flashed as there was some water intrusion causing some rot.

Don added that when Osi told him about the spike in the water bill, he, Osi and Beto walked the grounds to try to figure out where that might be coming from. We walked over to the pool control bldg. at H bldg. and Beto immediately found the dial was spinning and within 40 minutes he found the problem, got the parts and fixed it. That's the kind of response we got by having him on the premises.

Don also stated that after doing some research, Beto can remain a full-time contractor. We have negotiated the salary, but he learned that for our protection, we can provide a workman's compensation policy that will cover Beto and Osi for a year for around \$700. Osi said he will be helping Beto do the vent cleaning, when we get the equipment proper ladders and vent cleaning tools. This should be done annually for each unit. We will be investing in this and new lawn care equipment. As we acquire new equipment, we are keeping a log of all equipment belonging to the association. All equipment will be accounted for. The Association will be acquiring a zero-turn lawnmower, self-propelled lawnmower, weed eater, tool shed for fuel, etc. Approximately \$7500.

Miscellaneous items – C-6 drywall has been patched and painted, C-2 ceiling crawl space was patched, F-2 ceiling drywall patched and painted. Where boaters flush their motors, there is a hose mount there. A-2 crawl space patched and painted. Dock between D & E was anchored and secured. Foundation cracks have been sealed in D, E & F. Dumpster gate was fixed. Beto welded and fixed that. Purchased a new computer, which is in and has an issue since power surge. Osi is diagnosing and checking that out.

Special Maintenance – Cameras were installed properly. Osi has a couple of issues and will not pay invoice until satisfaction of services. Contractor secured for north end of seawall repair. Needs to sign contract, materials have been ordered. We will observe this repair to see if it is something we can take care of in the future. Another leak near D Bldg. We would like to get a snake or rent one or get a remote-control camera to check this out. The stucco on the wall by the gate is on hand. Wall by O Bldg. is finished, stucco on both sides, three- or four-foot footing. We installed the new part on the gate. The gate is opening and closing smoothly, but there is a programming issue that might be beyond us. We may have to call the guys who used to serve us. I hope to get that fixed. If we can, we want to raise it 2 feet so if we get a torrential downpour, as we have been, it will not get submerged.

## 6. New Business

Don introduced the issue of drainage by the entrance gate. Maybe the pvc pipes that drain the water to the culverts are undersized or clogged.

Drainpipe by seawall.

Drainpipe by D Bldg.

Adding Beto full time.

Rules and Regulations – There are Rules and Regulations that we are going to address regarding pet size and number of pets, car parking regulations, rental of units.

Osi made a motion to approve hiring Beto full time – Don made motion, Beverly seconded it and there was a third from Tony Anderson. After this vote, Tony Anderson left the meeting.

## 7. Open Forum

Greg Rewert reported that water collects in front of his unit (L-1) when there is rain.

Ernest commented on several issues including the flooding issues and dealing with trying to correct them. Don mentioned that Ernest had given a lot of time and effort on behalf of BVHOA with the City regarding flooding issues and making sure the City does excavate the ditches so there is proper draining as they said they would do. He encouraged all owners to attend the City Council Meeting to express our needs until they are met.

It was addressed again that Jane Starr and Mike Mahl will be no longer on the Board in 2026 and two spots will be open for new Board members. This vote will come up at the annual meeting, and the goal of the Board will continue to be transparency and moving in the right direction. He also asked if any of the owners had an opinion on the Doorloop management system since we have been using it for all of this year. An owner liked that he can make a request to the management through his portal without going through an email. Also, there was a question about if an owner can have two email addresses on file and that can be set up through Osi.

Osi stated that the website has Bylaws, Declarations, and Insurance information posted there.

An owner asked if everyone's dues are the same amount and Beverly responded that the basic dues (including maintenance, insurance and reserve) are the same for everyone. Another discussion was regarding delinquent homeowner dues accounts. There is currently approximately \$3,000-\$4,000 in delinquencies. There was concern about past due assessments being forwarded to buyers because they had not been paid. Osi explained that there is a resale certificate he must provide for the sale of a condo so that past due accounts are settled at the closing.

There was a question regarding how many units are rentals. He also stated that the complex has become a secondary home complex as far as the type of ownership of units. The parking of old cars needs to be addressed and taken care of by the homeowners. This will be addressed by the Board.

Don also stated that if there is a need, we will hire someone part-time to help Beto in large jobs such as the landscaping.

A question was asked about balconies and Osi stated that he needs to do an inspection of all balconies and columns and get a second opinion on the ones that need that.

The owners were reminded that they can present any question or idea to the Board at least 3 days before a Board meeting for consideration.

Osi will put out a questionnaire on Doorloop regarding owners' opinion on having a sixth vote on Board decisions.

Don made a motion to adjourn the meeting, and it was seconded by Beverly.