

## WINDWARD ESTATES HOA BOARD OF DIRECTORS (BOD) AND ARCHITECTURAL REVIEW BOARD (ARB) DRAFT MINUTES

June 1, 2025 6:30 PM at 4574 Wheelhouse Court

Meeting called to order @ 6:28 pm

Proof of meeting: Sign posted at entrance 5/27/25

Board Members In Attendance: Steve Diedrich, Trevor Brown, Bebi Singh, Tom Caffery

Others in Attendance: Brian Ahler 4521 WC, Jeff Seabrook 4575 WC, Droop Singh 4424 WC

**Approve minutes** from 4/13/25 BOD and ARB Meeting

Discussion: none

Motion to approve as recorded: Tom Caffery Second: Trevor Brown All in favor: Unanimous

### Update on Violation Notices Issued 4/22/25

Four (4) rounds of Inspections were conducted: FIRST INSPECTION 8/18/24, SECOND INSPECTION 12/1 – 12/5/2024, THIRD INSPECTION 2/6/2025, and FOURTH INSPECTION 4/2/25. Upon completion of each inspection, each homeowner was sent a report outlining any violations, the required corrective action and date the corrective action must be completed.

At 4/13/25 WEHOA meeting, 10 homes remained in violation; Board asked that violation letters be issued; Tom Caffery sent letters 4/22/25, deadline for corrective action was 5/15/25 (approx. 21 days after date of violation letters mailed). Diedrich conducted final inspection on 5/16/25. Fines to be authorized at next BOD meeting as required.

**One (1) violation remains:** 4461 YC: Repair eroded areas of lawn. Return to grass. Especially front and sidewalk to street. Consider ground cover or mulch. Remove vines from the fence.

Motion to send **Notice of Hearing** letter, advising that Board has recommended a fine of \$50/ day fine, subject to review and approval by Fining Committee. Date of hearing to be included in letter, minimum of 21 days from date of Notice of Hearing. Timing of fine to be discussed at Hearing. Date of original violation letter 4/22/25

Corrective action may be in process—no official notification or activity to date.

Motion made by Tom Caffery Second: Bebi Singh All in favor: Unanimous

Violation corrected or in process at 9 homes: No further action required. Diedrich to send notice to those listed below with upcoming dues notice, expected to be mailed mid-June, 2025

1. 4430 YC: Repair eroded areas of lawn. Return to grass. Especially front and sidewalk to street. Consider ground cover or mulch. Complete.
2. 4413 YC: Clean mildew on gutters and soffit especially on west side. Repair eroded areas of lawn. Return to grass, especially sidewalk to street. Consider ground cover or mulch. Mulch added to tree lawn; Grass plugs added to main lawn
3. 4496 YC: Pressure wash home. Mildew on front and west side of home. Repair eroded areas of lawn. Return to grass. Especially sidewalk to street. Consider ground cover or mulch. Owner has committed to repainting entire house by year end. Tree lawn repair in process.
4. 4478 YC: Clean mildew on sidewalk and drive. Clean wooden fence facing street on the east side of house. Complete.
5. 4443 YC: Repair eroded areas of lawn. Return to grass. Especially front and sidewalk to street. Consider ground cover or mulch. Complete.

6. 4563 WC: Repair eroded areas of lawn. Return to grass. Especially sidewalk to street. Consider ground cover or mulch. Complete.
7. 4526 WC: US Flag needs to be replaced or removed. Very poor condition: flag needs to be retired. Not displayed properly. Complete.
  - New violation: on weekend of 4/5/25, 4 large dogs were barking outside until 3/ 4 am in morning. Dogs repeatedly left outside barking at night. No further incidents have been reported.
8. 4503 WC: Clean mildew on sidewalk and drive. Clean mildew on vinyl fence in back yard. East and west side of yard. Landscaping: General health of grass, including watering, fertilizing, weed control and mowing, should be maintained. Maintain a healthy lawn with grass height 2.5 to 4 inches high depending on variety. Several warnings were issued recently. Complete.
9. 4551 WC: Remove vines and weeds climbing on side of house. Complete.

#### **New Business / Updates:**

1. Drainage issues at 6 addresses on Wheelhouse Ct and Yachtmans Ct reported to the County on 2/20/25. County advised on 4/15/25 in process of executing contract to repair.
2. Status of wall repair: vehicle accident damaged wall along Conway on 1/18/25. Wall damage estimate \$6,242; filed claim with at-fault driver's insurance. As of 5/22/25, awaiting final settlement (3 vehicles involved). Driver's insurance company advises settlement will be several hundred dollars less than claim due to driver's policy limits. Expect resolution no later than 6/30/25.
3. Recent attempt to scam money from Board; fraudulent email sent from a spoof Board Member's (fake) email to all Board Members 5/11/25 requesting resolution to an "unresolved executive situation". This has occurred before. Board members are reminded not to reply to any suspicious emails; when in doubt call or send text to confirm authenticity.
4. Bejar 4490 YC
  - a. Received complaint re: **Auto hauling trailer parked in street at 4490 YC**. This has occurred several times in past and relative of owner (Jake) who lives at the residence has been repeatedly notified re: prohibition re: parking trailers in the street.
    - Diedrich most recently spoke with Jake at 4490 YC on 5/22/25 at approx. 12:45 pm and advised that parking trailers, boats, RVs etc. in the street is NOT permitted.
      - WEHOA allows trailers, boats, etc. to be parked in the drive for a maximum of 48 hours, but parking in the street is not permitted, even for a short period of time. He was under the impression that 48 hours in the street was permissible. Misunderstanding corrected.
      - Jake promised to move the trailer from the street within several hours on 5/22/25. Complete. He was informed that failure to do so will result in a daily fine. Understood and agreed to.
    - Repeated trailer violations 5/29/25 and 6/1/25. Diedrich discussed these repeat violations with Jake and left written copy of Covenants & Restrictions dealing with trailer parking and inoperable vehicles.
    - Board recommends that Tom Caffery send a notice of trailer violation to Owners of 4490 YC Manolo C & Melendre Bejar, advising of repeat violations and warnings. Future violations will result in fines levied of \$50/ occurrence.
      - Approved unanimously
  - b. **Second violation: major vehicle repairs being conducted and about potentially operating an auto repair business in neighborhood at 4490 YC .**
    - Discussion: WEHOA prohibits "major repairs" but that is undefined and problematic to enforce. We have no prohibition per se about business enterprises being operated out of residents' homes. There are several home businesses in our neighborhood, but they are licensed and do not cause issues/ disruption to neighborhood.
    - Recommendation: A more direct approach in this case may be to focus on eliminating the inoperable vehicles — our rules are that inoperable vehicles are not permitted, per WEHOA Covenants & Restrictions.

- *Inoperable is defined as the inability to be lawfully or mechanically operated on a public street due to circumstances such as lack of current and valid state license plate, flat tires, missing engine or physical damage.*
- *Inoperable vehicles shall include any parts of a vehicle located separately from a vehicle. These must be stored IN THE GARAGE.*
- *Inoperable Vehicles: Inoperable vehicles cannot be parked or otherwise stored in the driveway or on the street. These must be stored IN THE GARAGE.*
- Diedrich had discussion with Jake on 5/22/25 at 4490 YC re: the need to store all inoperable vehicles and parts in garage immediately. He consented and has done so. As of 6/1/25 all vehicles in driveway have current vehicle tags.
  - Jake advises he is in process locating warehouse space.
- Board recommends that Tom Caffery send a notice of inoperable vehicle violation to Owners of 4490 YC Manolo C & Melendre Bejar, advising of past repeat violations and warnings. Future violations will result in fines levied of \$50/ occurrence.
  - Approved unanimously
- c. Dues notices to go out in mid-June. Three (3) residents are in arrears; reminder notices have been sent. \$852 in total. Interest 18% / year and \$25 late fees imposed.
- d. WEHOA Computer needs memory upgrade. \$19 for component plus installation by Best Buy/ Geek Squad. Approved
- e. Wall need mildew removal. We do not have the funds necessary to pressure wash entire wall. Recommended that volunteers use sprayer to wash wall with 50% bleach – water solution .

**Next meeting: Sunday 7/13 @ 6:30 PM**

- Several ARB applications are expected, but have not been submitted as of 6/1/25:
  - 4521 WC vinyl fence
  - 4485 YC rear patio extension and cover

Meeting Adjourned 7:10 PM

## Windward Estates HOA Covenants and Restrictions:

**SECTION 15. Boats and Trailers.** No house or travel trailer, camper, boat trailer, boat, , or similar outbuilding or structure shall be placed on any Lot in excess of forty-eight (48) hours in front of a Living Unit including the non-front side of a corner Lot.

Definitions: A vehicle is defined as an automobile, truck, motorcycle, motorbike, boat, trailer, camper, house trailer, or similar mode of wheeled transportation. A trailer is defined as any form of non-automotive vehicle or equipment designed to be towed by a vehicle

- a. It is permissible to temporarily park boats and trailers in the resident's driveway, but these cannot remain in the driveway for a period exceeding 48 hours. Storing in the garage is permissible and encouraged.
- b. Residents may seek a temporary exemption from this restriction from the Board of Directors. Exemption shall not exceed 45 days per calendar year and owner must have written approval of neighbors on either side before seeking exemption from Board of Directors. Approval for 2/3 of Board is required.
- c. No vehicles, boats, or trailers are to be parked on any portion of the lawn or landscaping visible from the street.
- d. No boats or trailers are to be parked on the street.
- e. PENALTY: 1st violation in a 12-month period: a warning will be posted on residence. Subsequent violations shall be subject to a fine of \$25 per day, not to exceed \$500 per occurrence.

**SECTION 16. Vehicles and Repair.** No inoperative cars, trucks, campers, recreational vehicles, mobile homes, or any other type of vehicles shall be allowed to remain either on or adjacent to any Lot for a period in excess of 48 hours; provided, this provision shall not apply to any such vehicle being kept in an enclosed garage. There shall be no major repair performed on any motor vehicle, on or adjacent to any Lot. No boats, campers or recreational vehicles shall be allowed to be parked for over 24 hours in front of a Living Unit including the non-front street side of a corner Lot.

- a. Definitions:
  1. A vehicle is defined as an automobile, truck, motorcycle, motorbike, boat, trailer, camper, house trailer, or similar mode of wheeled transportation. A trailer is defined as any form of non-automotive vehicle or equipment designed to be towed by a vehicle.
  2. Any vehicle including trailers and recreational vehicles that are not currently that is not registered or does not display a current valid license plate and validating sticker shall be deemed inoperable.
  3. Inoperable is defined as the inability to be lawfully or mechanically operated on a public street due to circumstances such as lack of current and valid state license plate, flat tires, missing engine or physical damage.
  4. Inoperable vehicles shall include any parts of a vehicle located separately from a vehicle. These must be stored in the garage.
- b. Inoperable Vehicles: Inoperable vehicles cannot be parked or otherwise stored in the driveway or on the street. These must be stored in the garage. If you have an inoperable vehicle:
  1. Make necessary mechanical repairs to the vehicle, so that it will be considered operable
  2. Obtain a valid license plate and registration for the vehicle
  3. Move the vehicle into your garage (if still inoperable); inoperable vehicles cannot be stored / parked in the driveway or on the street.
- d. PENALTY: 1st violation for inoperable vehicle violations in a 12-month period: a warning will be posted on the vehicle. Subsequent violations shall be subject to a fine of \$25 per day, not to exceed \$500 per occurrence.