

WOODS POA BOARD MEETING

Crutcher and Hartley Team REMAX Board Room
3225 University Blvd. – Tyler, Texas
May 18, 2023

Meeting Minutes

I. Directors Present:

Owen Sanderson, Melinda Weedon, Sara Back, Tonya Wheat,

Absent: Mark Dahlgren, Joe Williams, Carol Price

Households Present:

3 Households, 4 additional members present (Randy Back, Chuck Armstrong, Eddie Renick, Oscar Strickland)

II. Call to Order:

President Owen Sanderson at 6:11 PM

III. Secretary's Report:

Prior to the Board meeting, Mrs. Price submitted her resignation via email. The Board formally expects Mrs. Price's resignation and thanks her for the time she served on the Board. Mrs. Wheat with the assistance of Mr. Sanderson will handle the Secretary duties until the position can be filled at the next Annual meeting election.

The meeting minutes of the March 9th, 2023, regular board meeting were provided via email to board members for review prior to the meeting. Mrs. Weedon motioned to correct #11 of the March 9th, 203 Treasure's report. The current Architectural Review Committee was formed based on recommendations from the former Woods POA council Matt Thigpen. The current members of the committee were appointed by the previous board. Mrs. Wheat 2nd the motion, and without objection the motion passed.

Certified Email Votes:

- Budget Revisions – See attached redistribution breakdown
 - After further discussion during the meeting, the Motion Passed 6-0 without objections
- The following expenditures were submitted by Mr. Sanderson for board review and vote prior to the meeting. After further discussion during the meeting, all 5 items were approved 6-0, without objections. Information regarding these items is provided in the attachments.
 - Myrtles, West Silt Pond
 - Sprinkler System Repairs, West Silt Pond
 - Seawall Repairs, West Silt Pond
 - Alligator Grass Treatment – Main Lake and Silt Ponds
 - Entry Flower Bed Replanting and Lighting Repairs

IV. Treasurer's Report (Sara Back):

Mrs. Back presented the Treasurer's Report and the association financials for the months of March and April. A copy is attached to the minutes. As part of her report, Mrs. Back noted a potential spending issue/savings opportunity on the electric bill, which shows we are spending approximately \$400 a month on one meter, the fountain in the lake, and the other five meters added up to approx. \$150 monthly. She asked where the fountain control was located and if we could look into how often it was being run and if we reduced the timer, it might lower our bill by running the fountain less. .

V. Lake and Common Grounds:

In the absence of Mr. Williams, Mr. Sanderson presented the Lake & Common Grounds Report; A copy is attached to the minutes. In summary, the pool gate has been modified so that members can exit the pool area without a key in the case of an emergency. Also, the Board can permanently lock the pool if needed for security reasons.

VI. Recreation Facilities & Security:

In the absence of Mr. Dahlgren, Mr. Sanderson provided an update on recreation facilities and security. The pool is officially open. If anyone needs a pool key please reach out to Mr. Dahlgren.

VII. Architectural Control (Melinda Weedon):

Mrs. Weedon provided an update on the Architectural Control request; a copy of her report is attached to these minutes. Mr. Sanderson recommended that Mrs. Weedon prepared a letter for Broad review notifying the owner of 3700 Lake Vista Drive of the complaints and restriction violations.

VIII. Social Activities Report (Tonya Wheat):

Mrs. Wheat discussed the upcoming Splash Party at the pool to be held on May 27th from 11 am to 2 pm. The association will provide food and drinks. Crutcher and Hartley Team REMAX will sponsor Snow cones.

IX. Old Business:

Mr. Sanderson provided an update regarding delinquent accounts and documented communication with the members whose accounts are currently delinquent.

X. New Business:

Mr. Sanderson opened the discussion regarding the election Nomination Committee by recommending that Board members Mrs. Weedon and Mrs. Wheat be the two appointed board Directors on the committee comprised of two current board members and three appointed non-board members. Mr. Sanderson noted that he had previously discussed the appointments with Mrs. Weedon and Mrs. Wheat and they had no objections to serving on the committee if approved by the board. Mrs. Weedon noted that she had already contacted several members to fill the remaining 3 committee positions. Mrs. Back recommend that we engage the entire association and ask for volunteers to sever. Mr. Sanderson said he would send out an email to the association asking for members to sever, and from that list, the board will appoint the 3 non-board members.

Following the discussion of the Nominating Committee, Mr. Sanderson presented a timeline of milestone dates the Nominating Committee and Board needs to adhere to so that the election is in compliance with the By-Laws. A copy of that announcement is attached to these minutes.

Mr. Sanderson thanked the four members for attending the meeting and excused them from the room. The Board met in Executive Session to discuss Board Member Conduct. No official board action was taken during the executive session.

XI. Adjourned:

Mrs. Wheat motioned to Adjourn, Mrs. Weedon seconded the motion, and without objection, the meeting was adjourned at 9:05 PM. The next board meeting is scheduled for July 20th, 2023, at 6:00 pm at the Crutcher and Hartley Team REMAX Board Room.

It should be noted that all reports and documents attached are for information and documentation purposes only and are not considered a formal action of the Board unless otherwise recorded in the minutes above.

Respectfully Submitted By:

Tonya Wheat

Woods POA Secretary

Prepared by:

Owen Sanderson

Attachments

VP Reports

Revised Annual Budget

Approved Lake and Common Grounds Projects and Budgets

Nominating Committee and Announcement Document

Member Sign-in in Sheet

May18, 2023 Board Meeting

WPOA Treasurer Information

Submitted by Sara Back

- Treasurer Report for March and April - Including Discussion of By-Law and Roberts Rules Regarding Treasurer Job and Present Work Product Compared to Previous
- Discuss Reimbursement Form Change at March Meeting (added one item: account Line)
- Discuss Application of Budget Changes Made After Last Meeting
- Discuss TXU Bill: Potentially Lowering Hundreds of Dollars by Reducing Fountain
- Discuss Budgeting Security Personnel at Meetings

Woods Property Owners Association Inc.						
Balance Sheet						
As of April 30, 2023						Accrual Basis
				Apr 30, 23	Mar 31, 23	\$ Change
ASSETS						
Current Assets						
Checking/Savings						
	Southside Bank - Checking		35,103.87	27,487.73		7,616.14
Challenge Reserve Account						
	Dredging Savings		6,000.00	4,500.00		1,500.00
	Reserve Account 7.5		24,321.63	23,715.38		606.25
	Total Savings Account		30,321.63	28,215.38		2,106.25
	Total Checking/Savings		65,425.50	55,703.11		9,722.39
Accounts Receivable						
	Dues Receivable		10,694.00	11,935.00		(1,241.00)
	Total Accounts Receivable		10,694.00	11,935.00		(1,241.00)
	Total Current Assets		76,119.50	67,638.11		8,481.39
Fixed Assets						
	Common Areas		999.89	999.89		0.00
	Fencing		12,325.00	12,325.00		0.00
	Irrigation System		23,200.00	23,200.00		0.00
	Picnic Tables		4,383.46	4,383.46		0.00
	Silt Pond		50,882.23	50,882.23		0.00
	Swimming Pool/Bath House		45,000.00	45,000.00		0.00
	Tennis Courts		30,000.00	30,000.00		0.00
	Total Fixed Assets		166,790.58	166,790.58		0.00
	TOTAL ASSETS		242,910.08	234,428.69		8,481.39
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Other Current Liabilities						
	Playground Funds Payable		2,053.81	2,053.81		0.00
	Prepaid Dues		25,533.05	20,884.05		4,649.00
	Total Other Current Liabilities		27,586.86	22,937.86		4,649.00
	Total Current Liabilities		27,586.86	22,937.86		4,649.00
	Total Liabilities		27,586.86	22,937.86		4,649.00
Equity						
	Net Assets		199,949.10	199,949.10		0.00
	Net Income		15,374.12	11,541.73		3,832.39
	Total Equity		215,323.22	211,490.83		3,832.39
	TOTAL LIABILITIES & EQUITY		242,910.08	234,428.69		8,481.39

Woods Property Owners Association Inc.
Profit & Loss Budget Performance
 April 2023

	Apr 23	Budget	\$ Over Budget	Jan - Apr 23	YTD Budget	\$ Over Budget
Ordinary Income/Expense						
Income						
Dues and Assessments	10,741.00	8,800.00	1,941.00	35,875.60	35,200.00	675.60
Discounts Granted	(33.00)	0.00	(33.00)	(758.00)	0.00	(758.00)
Transaction Fees	50.00	0.00	50.00	100.00	0.00	100.00
Interest Income	0.00	0.00	0.00	31.69	7.00	24.69
Keys	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	10,758.00	8,800.00	1,958.00	35,249.29	35,207.00	42.29
Expense						
DEPARTMENTS						
Architectural Control						
By-Laws & Covenants	0.00	0.00	0.00	37.00	0.00	37.00
AC Legal Fees	0.00	0.00	0.00	0.00	600.00	(600.00)
AC Office Supplies	0.00	50.00	(50.00)	0.00	50.00	(50.00)
Total Architectural Control	0.00	50.00	(50.00)	37.00	650.00	(613.00)
Lake & Common Grounds						
Electric	548.31	650.00	(101.69)	2,136.78	2,600.00	(463.22)
Lake Fencing/Gate	0.00	0.00	0.00	0.00	7,500.00	(7,500.00)
General Maintenance	0.00	175.00	(175.00)	25.09	525.00	(499.91)
Lake Pump House Repair	0.00	0.00	0.00	239.57	600.00	(360.43)
Landscaping						
Entry Beds	0.00	0.00	0.00	0.00	2,000.00	(2,000.00)
Misc Planting	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)
West Silt Pond	0.00	0.00	0.00	0.00	3,000.00	(3,000.00)
Total Landscaping	0.00	0.00	0.00	0.00	6,000.00	(6,000.00)
Lawn Care	2,285.00	2,285.00	0.00	9,140.00	9,140.00	0.00
Tree Removal	0.00	1,000.00	(1,000.00)	700.00	1,000.00	(300.00)
Sprinkler System						
Water Acct Ending 8598	42.62	175.00	(132.38)	166.73	700.00	(533.27)
Sprinkler Sytem Repair	0.00	175.00	(175.00)	0.00	350.00	(350.00)
Total Sprinkler System	42.62	350.00	(307.38)	166.73	1,050.00	(883.27)
Total Lake & Common Grounds	2,875.93	4,460.00	(1,584.07)	12,408.17	28,415.00	(16,006.83)
Recreation Pool						
Emergency Phone	243.39	71.00	172.39	486.78	284.00	202.78
Fencing/Gate	0.00	700.00	(700.00)	0.00	700.00	(700.00)
General Maintenance						
Maintenance	0.00	250.00	(250.00)	334.06	500.00	(165.94)
Pool House Bathrooms	0.00	0.00	0.00	0.00	0.00	0.00
Total General Maintenance	0.00	250.00	(250.00)	334.06	500.00	(165.94)
Treatment	198.00	125.00	73.00	640.00	625.00	15.00
Water Acct Ending 6484	82.21	120.00	(37.79)	391.70	480.00	(88.30)
Total Recreation Pool	523.60	1,265.00	(742.40)	1,852.54	2,689.00	(736.46)
Recreational Tennis						
General Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Lights	0.00	0.00	0.00	0.00	300.00	(300.00)
Total Recreational Tennis	0.00	0.00	0.00	0.00	300.00	(300.00)
Social Activities						
Social Activity 1	0.00	0.00	0.00	0.00	250.00	(250.00)
Social Activity 2	0.00	0.00	0.00	0.00	0.00	0.00
Social Activity 3	0.00	0.00	0.00	0.00	0.00	0.00
General Fund	0.00	25.00	(25.00)	0.00	100.00	(100.00)
Best Lawn Awards	0.00	50.00	(50.00)	0.00	100.00	(100.00)
Total Social Activities	0.00	75.00	(75.00)	0.00	450.00	(450.00)
Total DEPARTMENTS	3,399.53	5,851.00	(2,451.47)	14,297.71	32,404.00	(18,106.29)
OPERATIONS						
Annual Meeting	0.00	0.00	0.00	0.00	0.00	0.00
Bank Service Charges	41.40	42.00	(0.60)	165.50	168.00	(2.50)
Insurance Board Members	0.00	0.00	0.00	0.00	0.00	0.00
Insurance Property	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies Secretary	0.00	0.00	0.00	0.00	50.00	(50.00)
Post Office Box	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Delivery	136.08	100.00	36.08	136.08	200.00	(63.92)
Printing and Reproduction	0.00	0.00	0.00	19.00	0.00	19.00
Professional Fees						
Bookkeeping	550.00	550.00	0.00	2,100.00	2,200.00	(100.00)
CPA	546.60	450.00	96.60	546.60	450.00	96.60
General Legal	0.00	500.00	(500.00)	1,200.00	500.00	700.00
Website	140.00	0.00	140.00	495.00	580.00	(85.00)
Total Professional Fees	1,236.60	1,500.00	(263.40)	4,341.60	3,730.00	611.60
Property Taxes	0.00	0.00	0.00	253.68	275.00	(21.32)
Total OPERATIONS	1,414.08	1,642.00	(227.92)	4,915.86	4,423.00	492.86
Total Expense	4,813.61	7,493.00	(2,679.39)	19,213.57	36,827.00	(17,613.43)
Net Ordinary Income	5,944.39	1,307.00	4,637.39	16,035.72	(1,620.00)	17,655.72
Net Income	5,944.39	1,307.00	4,637.39	16,035.72	(1,620.00)	17,655.72

Woods Property Owners Association Inc.
Reconciliation Detail
Southside Bank - Checking, Period Ending 04/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						27,632.73
Cleared Transactions						
Checks and Payments - 13 items						
Check	03/25/2023	1738	Firefighter Pool Serv...	X	(145.00)	(145.00)
Check	04/01/2023	Transfer	Southside Bank	X	(606.25)	(751.25)
Transfer	04/03/2023			X	(1,500.00)	(2,251.25)
Check	04/04/2023	1739	Green Grass Lawn ...	X	(2,285.00)	(4,536.25)
Check	04/05/2023	1742	Squyres, Johnson, ...	X	(546.60)	(5,082.85)
Check	04/05/2023	1741	kings III of America I...	X	(243.39)	(5,326.24)
Check	04/05/2023	1740	Firefighter Pool Serv...	X	(198.00)	(5,524.24)
Check	04/05/2023		City of Tyler	X	(82.21)	(5,606.45)
Check	04/05/2023		City of Tyler	X	(42.62)	(5,649.07)
Check	04/07/2023		Southside Bank	X	(41.40)	(5,690.47)
Check	04/10/2023	1743	East Texas BeanCo...	X	(550.00)	(6,240.47)
Check	04/10/2023	1744	East Texas BeanCo...	X	(136.08)	(6,376.55)
Check	04/27/2023		TXU	X	(548.31)	(6,924.86)
Total Checks and Payments					(6,924.86)	(6,924.86)
Deposits and Credits - 6 items						
Deposit	04/07/2023			X	1,167.00	1,167.00
Deposit	04/13/2023			X	3,559.00	4,726.00
Deposit	04/14/2023			X	715.00	5,441.00
Deposit	04/20/2023			X	4,813.00	10,254.00
Deposit	04/27/2023			X	330.00	10,584.00
Deposit	04/28/2023			X	3,952.00	14,536.00
Total Deposits and Credits					14,536.00	14,536.00
Total Cleared Transactions					7,611.14	7,611.14
Cleared Balance					7,611.14	35,243.87
Uncleared Transactions						
Checks and Payments - 1 item						
Check	04/12/2023	1745	Steve Fitzgerald		(140.00)	(140.00)
Total Checks and Payments					(140.00)	(140.00)
Total Uncleared Transactions					(140.00)	(140.00)
Register Balance as of 04/30/2023					7,471.14	35,103.87
New Transactions						
Checks and Payments - 1 item						
Check	05/01/2023	Transfer	Southside Bank		(606.25)	(606.25)
Total Checks and Payments					(606.25)	(606.25)
Deposits and Credits - 1 item						
Deposit	05/08/2023				3,021.00	3,021.00
Total Deposits and Credits					3,021.00	3,021.00
Total New Transactions					2,414.75	2,414.75
Ending Balance					9,885.89	37,518.62

Woods Property Owners Association Inc.						
Balance Sheet						
As of March 31, 2023						Accrual Basis
				Mar 31, 23	Feb 28, 23	\$ Change
ASSETS						
Current Assets						
Checking/Savings						
		Southside Bank - Checking		27,487.73	28,868.32	(1,380.59)
Savings Account						
		Dredging Savings		4,500.00	3,000.00	1,500.00
		Reserve Account 7.5		23,715.38	23,077.44	637.94
		Total Savings Account		28,215.38	26,077.44	2,137.94
		Total Checking/Savings		55,703.11	54,945.76	757.35
Accounts Receivable						
		Dues Receivable		11,935.00	11,153.00	782.00
		Total Accounts Receivable		11,935.00	11,153.00	782.00
		Total Current Assets		67,638.11	66,098.76	1,539.35
Fixed Assets						
		Common Areas		999.89	999.89	0.00
		Fencing		12,325.00	12,325.00	0.00
		Irrigation System		23,200.00	23,200.00	0.00
		Picnic Tables		4,383.46	4,383.46	0.00
		Silt Pond		50,882.23	50,882.23	0.00
		Swimming Pool/Bath House		45,000.00	45,000.00	0.00
		Tennis Courts		30,000.00	30,000.00	0.00
		Total Fixed Assets		166,790.58	166,790.58	0.00
		TOTAL ASSETS		234,428.69	232,889.34	1,539.35
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Other Current Liabilities						
		Playground Funds Payable		2,053.81	2,053.81	0.00
		Prepaid Dues		20,884.05	23,442.05	(2,558.00)
		Total Other Current Liabilities		22,937.86	25,495.86	(2,558.00)
		Total Current Liabilities		22,937.86	25,495.86	(2,558.00)
		Total Liabilities		22,937.86	25,495.86	(2,558.00)
Equity						
		Net Assets		199,949.10	199,949.10	0.00
		Net Income		11,541.73	7,444.38	4,097.35
		Total Equity		211,490.83	207,393.48	4,097.35
		TOTAL LIABILITIES & EQUITY		234,428.69	232,889.34	1,539.35

Woods Property Owners Association Inc.						
Profit & Loss Budget Performance						
March 2023						
	Mar 23	Budget	\$ Over Budget	Jan - Mar 23	YTD Budget	\$ Over Budget
Ordinary Income/Expense						
Income						
Dues and Assessments	8,078.00	8,800.00	(722.00)	25,134.60	26,400.00	(1,265.40)
Discounts Granted	(269.00)	0.00	(269.00)	(725.00)	0.00	(725.00)
Transaction Fees	50.00	0.00	50.00	50.00	0.00	50.00
Interest Income	31.69	7.00	24.69	31.69	7.00	24.69
Total Income	7,890.69	8,807.00	(916.31)	24,491.29	26,407.00	(1,915.71)
Expense						
DEPARTMENTS						
Architectural Control						
By-Laws & Covenants	37.00	0.00	37.00	37.00	0.00	37.00
AC Legal Fees	0.00	300.00	(300.00)	0.00	600.00	(600.00)
Total Architectural Control	37.00	300.00	(263.00)	37.00	600.00	(563.00)
Lake & Common Grounds						
Electric	493.32	650.00	(156.68)	1,588.47	1,950.00	(361.53)
Lake Fencing/Gate	0.00	0.00	0.00	0.00	7,500.00	(7,500.00)
General Maintenance	0.00	175.00	(175.00)	25.09	350.00	(324.91)
Lake Pump House Repair	0.00	0.00	0.00	239.57	600.00	(360.43)
Landscaping			0.00			0.00
Entry Beds	0.00	2,000.00	(2,000.00)	0.00	2,000.00	(2,000.00)
Misc Planting	0.00	1,000.00	(1,000.00)	0.00	1,000.00	(1,000.00)
West Silt Pond	0.00	3,000.00	(3,000.00)	0.00	3,000.00	(3,000.00)
Total Landscaping	0.00	6,000.00	(6,000.00)	0.00	6,000.00	(6,000.00)
Lawn Care	2,285.00	2,285.00	0.00	6,855.00	6,855.00	0.00
Tree Removal	0.00	0.00	0.00	700.00	0.00	700.00
Sprinkler Systems			0.00			0.00
Water Acct Ending 6596	38.87	175.00	(136.13)	124.11	525.00	(400.89)
Sprinkler System Repair	0.00	175.00	(175.00)	0.00	175.00	(175.00)
Total Sprinkler System	38.87	350.00	(311.13)	124.11	700.00	(575.89)
Total Lake & Common Grounds	2,817.19	9,460.00	(6,642.81)	9,532.24	23,955.00	(14,422.76)
Recreational Pool						
Emergency Phone	0.00	71.00	(71.00)	243.39	213.00	30.39
General Maintenance			0.00			0.00
Maintenance	119.54	250.00	(130.46)	334.06	250.00	84.06
Total General Maintenance	119.54	250.00	(130.46)	334.06	250.00	84.06
Treatment	145.00	125.00	20.00	442.00	500.00	(58.00)
Water Acct Ending 6484	82.21	120.00	(37.79)	309.49	360.00	(50.51)
Total Recreational Pool	346.75	566.00	(219.25)	1,328.94	1,323.00	5.94
Recreational Tennis						
Lights	0.00	0.00	0.00	0.00	300.00	(300.00)
Total Recreational Tennis	0.00	0.00	0.00	0.00	300.00	(300.00)
Social Activities						
Social Activity 1	0.00	250.00	(250.00)	0.00	250.00	(250.00)
General Fund	0.00	25.00	(25.00)	0.00	75.00	(75.00)
Best Lawn Awards	0.00	0.00	0.00	0.00	50.00	(50.00)
Total Social Activities	0.00	275.00	(275.00)	0.00	375.00	(375.00)
Total DEPARTMENTS	3,200.94	10,601.00	(7,400.06)	10,898.18	26,563.00	(15,664.82)
OPERATIONS						
Bank Service Charges	41.40	42.00	(0.60)	124.10	126.00	(1.90)
Office Supplies Secretary	0.00	0.00	0.00	0.00	50.00	(50.00)
Postage and Delivery	0.00	0.00	0.00	0.00	100.00	(100.00)
Printing and Reproduction	19.00	0.00	19.00	19.00	0.00	19.00
Professional Fees						
Bookkeeping	550.00	550.00	0.00	1,550.00	1,650.00	(100.00)
General Legal Fees	1,000.00	0.00	1,000.00	1,200.00	0.00	1,200.00
Website Support	0.00	210.00	(210.00)	355.00	580.00	(225.00)
Total Professional Fees	1,550.00	760.00	790.00	3,105.00	2,230.00	875.00
Property Taxes	0.00	0.00	0.00	253.68	275.00	(21.32)
Total OPERATIONS	1,610.40	802.00	808.40	3,501.78	2,781.00	720.78
Total Expense	4,811.34	11,403.00	(6,591.66)	14,399.96	29,334.00	(14,934.04)
Net Ordinary Income	3,079.35	(2,596.00)	5,675.35	10,091.33	(2,927.00)	13,018.33
Net Income	3,079.35	(2,596.00)	5,675.35	10,091.33	(2,927.00)	13,018.33

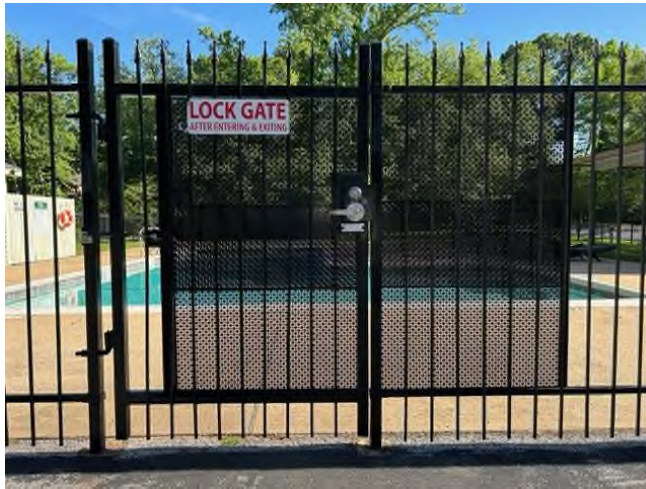
Woods Property Owners Association Inc.
Reconciliation Detail
Southside Bank - Checking, Period Ending 04/02/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						27,576.32
Cleared Transactions						
Checks and Payments - 11 items						
Check	03/01/2023	1733	Green Grass Lawn ...	X	(2,285.00)	(2,285.00)
Check	03/01/2023	Transfer	Southside Bank	X	(606.25)	(2,891.25)
Transfer	03/02/2023			X	(1,500.00)	(4,391.25)
Check	03/07/2023		Southside Bank	X	(41.40)	(4,432.65)
Check	03/08/2023		City of Tyler	X	(82.21)	(4,514.86)
Check	03/08/2023		City of Tyler	X	(38.87)	(4,553.73)
Check	03/10/2023	1734	East Texas BeanCo...	X	(550.00)	(5,103.73)
Check	03/14/2023	1735	Boyd, Boyd, & Gidd...	X	(1,000.00)	(6,103.73)
Check	03/14/2023	1737	Owen Sanderson	X	(119.54)	(6,223.27)
Check	03/14/2023	1736	Owen Sanderson	X	(56.00)	(6,279.27)
Check	03/23/2023		TXU	X	(493.32)	(6,772.59)
Total Checks and Payments					(6,772.59)	(6,772.59)
Deposits and Credits - 6 items						
Deposit	02/28/2023			X	1,292.00	1,292.00
Deposit	03/09/2023			X	2,522.00	3,814.00
Deposit	03/16/2023			X	715.00	4,529.00
Deposit	03/17/2023			X	1,095.00	5,624.00
Deposit	03/24/2023			X	435.00	6,059.00
Deposit	03/31/2023			X	770.00	6,829.00
Total Deposits and Credits					6,829.00	6,829.00
Total Cleared Transactions					56.41	56.41
Cleared Balance					56.41	27,632.73
Uncleared Transactions						
Checks and Payments - 1 item						
Check	03/25/2023	1738	Firefighter Pool Serv...		(145.00)	(145.00)
Total Checks and Payments					(145.00)	(145.00)
Total Uncleared Transactions					(145.00)	(145.00)
Register Balance as of 04/02/2023					(88.59)	27,487.73
New Transactions						
Deposits and Credits - 1 item						
Deposit	04/07/2023				1,167.00	1,167.00
Total Deposits and Credits					1,167.00	1,167.00
Total New Transactions					1,167.00	1,167.00
Ending Balance					1,078.41	28,654.73

Lakes and Common Grounds Report

May 18, 2023

1. Requested additional bids for lawn maintenance from J&S Lawn Care and Superior Lawn Care, both were either no quote or no response.
2. Purchased and placed 800 doggie poop bags in lakeside receptacles.
3. Modified pool gate with member key entry and no key exit for quick access to the 911 phone on the outside of the gated area. Keyed member lock to existing member keys. Also, added a second double dead bolt lock to prevent unauthorized access during nighttime and off-season pool closed times. Added security screens to prevent outside reach in access to inside door opening handle. Distributed new double dead bolt keys to authorized service personnel as needed (lawn and pool maintenance). Pictures included below.
4. Discussed alligator grass spraying, working on finding funding for this.



Woods Home Owners Association
Architectural Control Report
May 18, 2023

3700 Lake Vista Circle

Vidyasagar Gurram Reddy, owner

Numerous complaints have been received from association members about the condition of this home that faces Lake Vista Circle and Lake Forest Drive as well as the entry to the lake.

Complaints have regarded the following:

- 1) The unsightly state of yard (weeds, junk, unkept property)
- 2) The unfinished, and unsightly project in pool now going on 3 years (Not approved by the Woods POA Board,
- 3) The walkway beside the house to the lake sidewalk – Not approved by The Woods POA Board
- 4) The vertical wood posts placed at the lake sidewalk to stop erosion – also Not approved by The Woods POA Board
- 5) The paddleboats stored up on fence and visible from the street and lake sidewalk,
- 6) The condition of the fence (falling in and not in compliance with the covenants.
- 7) Allowing many guests to use the lake to fish on regular basis. Fishing is for members only.

The complaints directly correspond to violation of the following covenants:

#10 Garbage: Weeds

Failure to control weeds, grass, and/or other unsightly growth, or rubbish. The Association shall have the authority and right to go onto said lot for the purpose of mowing and cleaning said lot and shall have the authority and right to assess and collect from the owner of said lot, a reasonable sum for mowing or cleaning said lot on each respective occasion of such mowing and cleaning.

#14 Architectural Control

No building, structure or improvement of any nature shall be erected, placed or altered on any lot until the construction plans and specification and plot plan showing the location of such building, structure or improvement have been submitted to and approved in writing by the Vice President, Architectural Control and after the approval of the Board of Directors as to: (i) quality of workmanship and materials, (ii) conformity and harmony of external design with existing structures, (iii) location with respect to topography and finished grade elevation, (iv) the other standards set forth within this instrument.

#6 Fences

....Fences constructed on lakefront lots will be of brick and wrought iron construction and conform to plans and specifications.

Proposed Woods POA Budget Revisions

Category	Budgeted Amount	Proposed Revision	Revised Total	Explanation
Lake & Common Grounds				
Lake Fencing/Gate	\$ 7,500.00	\$ (7,500.00)	\$ -	A Fence is not Required at the West Silt Pond
General Maintenance	\$ 1,400.00	\$ 1,500.00	\$ 2,900.00	Spray For Alligator Grass Around Lake and Silty Ponds, (see estimated approval #4)
Landscaping				
Entry Beds	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00	\$2800 for Replanting Bed, \$350 for Toni to Move Rose Bushes to Dam Area, and the remaining to cover electrical repairs to lights. (See estimate approval #5)
West Silt Pond	\$ 3,000.00	\$ 900.00	\$ 3,900.00	Complete Dirt Work and Wax Myrtles Project(See Estimate approval #1)
Seawall	\$ -	\$ 1,200.00	\$ 1,200.00	To Replace Cross Ties and West Silt Pond (see Estimate approval #3)
Sprinkler System				
Sprinkler System Repair	\$ 1,225.00	\$ 1,000.00	\$ 2,225.00	The West Silt Pond Sprinkler System Needs New Heads and all Heads Need Adjusting. (See Estimate Approval #2)
II OPERATIONS				
Professional Fees				
General Legal	\$1,000	\$ 1,000.00	\$ 2,000.00	TO account council on ARC and Election Protocol

Woods Property Owners Association Inc.

Approved Budget (REVISED 02, 5-18-2023)

January 2023 through September 2023

	Total Budget									
	Jan. 1st - Sept .31st	January	February	March	April	May	June	July	August	September
Ordinary Income/Expense										
Income										
Dues and Assessments	\$79,200.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00
Discounts granted										
Transfer fees										
Interest income	\$21.00			\$7.00			\$7.00			\$7.00
Keys										
Total Income	\$79,221.00	\$8,800.00	\$8,800.00	\$8,807.00	\$8,800.00	\$8,800.00	\$8,807.00	\$8,800.00	\$8,800.00	\$8,807.00
Expense										
I DEPARTMENTS										
Architectural Control										
By-Laws & Covenants										
AC Legal Fees	\$1,200.00	\$300.00		\$300.00		\$300.00		\$300.00		
AC Office Supplies	\$50.00				\$50.00					
AC Miscellaneous Expense										
Total Architectural Control	\$1,250.00	\$300.00	\$0.00	\$300.00	\$50.00	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00
Lake & Common Grounds										
Dredging										
Dredging Lake										
Dredging N Silt Pond										
Dredging W Silt Pond										
Dredging Mobilization Fees										
Dredging Clean Up(soil haul off, erosion rock, mulch)										
Total Dredging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Electric(Lake Pump/Fount)	\$5,850.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00	\$650.00
Lake Fencing/Gate	-\$7,500.00		-\$7,500.00 Remove							
General Maintenance	\$2,900.00		\$175.00	\$175.00	\$175.00	\$1,675.00	\$175.00	\$175.00	\$175.00	\$175.00
Lake Pump House Repair	\$600.00	\$600.00								
Landscaping										
Entry Beds	\$4,000.00			\$2,000.00		\$2,000.00				
Misc Planting	\$1,000.00			\$1,000.00						
West Silt Pond	\$3,900.00			\$3,000.00		\$900.00				
Total Landscaping	\$8,900.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$2,900.00	\$0.00	\$0.00	\$0.00	\$0.00
Lawn Care	\$20,565.00	\$2,285.00	\$2,285.00	\$2,285.00	\$2,285.00	\$2,285.00	\$2,285.00	\$2,285.00	\$2,285.00	\$2,285.00
LCG Office Supplies										
Pipe Repair										
Tree Removal	\$2,000.00				\$1,000.00	\$1,000.00				
Seawall	\$1,200.00					\$1,200.00				
Sprinkler System										
Water Acct Ending 6596	\$1,575.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00
Sprinkler System Repair	\$2,225.00			\$175.00	\$175.00	\$1,175.00	\$175.00	\$175.00	\$175.00	\$175.00
Total Sprinkler System	\$3,800.00	\$175.00	\$175.00	\$350.00	\$350.00	\$1,350.00	\$350.00	\$350.00	\$350.00	\$350.00
Total Lake & Common Grounds	\$38,315.00	\$3,710.00	-\$4,215.00	\$9,460.00	\$4,460.00	\$11,060.00	\$3,460.00	\$3,460.00	\$3,460.00	\$3,460.00
Recreational Pool										
Emergency Phone	\$639.00	\$71.00	\$71.00	\$71.00	\$71.00	\$71.00	\$71.00	\$71.00	\$71.00	\$71.00
Furniture										
Fencing/Gate	\$700.00				\$700.00					
General Maintenance										
Maintenance	\$1,500.00			\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	
Pool House Bathrooms	\$150.00					\$150.00				
Total General Maintenance	\$1,650.00	\$0.00	\$0.00	\$250.00	\$250.00	\$400.00	\$250.00	\$250.00	\$250.00	\$0.00
Summer Caretaker										
Treatment	\$3,600.00	\$250.00	\$125.00	\$125.00	\$125.00	\$500.00	\$525.00	\$600.00	\$700.00	\$650.00
Water Acct Ending 6484	\$1,080.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00
Total Recreational Pool	\$7,669.00	\$441.00	\$316.00	\$566.00	\$1,266.00	\$1,091.00	\$966.00	\$1,041.00	\$1,141.00	\$841.00

Recreational Tennis										
Basketball Hoop										
Court Repairs										
Fencing/Gate										
General Maintenance	\$1,000.00					\$1,000.00				
Lights	\$300.00	\$300.00								
Parking Repairs										
Total Recreational Tennis	\$1,300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Social Activities										
Social Activity 1	\$250.00		\$250.00							
Social Activity 2	\$250.00					\$250.00				
Social Activity 3	\$250.00						\$250.00			
General Fund	\$225.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Best Lawn Awards	\$200.00		\$50.00		\$50.00		\$50.00		\$50.00	
Total Social Activities	\$1,175.00	\$25.00	\$75.00	\$275.00	\$75.00	\$275.00	\$75.00	\$275.00	\$75.00	\$25.00
Total Departments Expense	\$49,709.00	\$4,476.00	-\$3,524.00	\$10,601.00	\$5,851.00	\$13,726.00	\$4,501.00	\$5,076.00	\$4,676.00	\$4,326.00
II OPERATIONS										
Annual Meeting	\$300.00								\$300.00	
Bank Service Charges	\$378.00	\$42.00	\$42.00	\$42.00	\$42.00	\$42.00	\$42.00	\$42.00	\$42.00	\$42.00
Insurance Board Members	\$3,100.00							\$3,100.00		
Insurance Property	\$4,000.00							\$4,000.00		
Office Supplies Pres.										
Office Supplies Secretary	\$300.00		\$50.00			\$50.00				\$200.00
Office Supplies Treasurer										
Post Office Box	\$220.00								\$220.00	
Postage and Delivery	\$600.00	\$100.00			\$100.00		\$100.00	\$200.00	\$100.00	
Printing & Reproduction	\$300.00							\$150.00	\$150.00	
Professional Fees										
Bookkeeping	\$4,950.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00
CPA										
General Legal	\$2,000.00				\$500.00	\$1,000.00		\$500.00		
Website	\$1,210.00	\$370.00		\$210.00		\$210.00		\$210.00	\$210.00	
Total Professional Fees	\$8,160.00	\$920.00	\$550.00	\$760.00	\$1,050.00	\$1,760.00	\$550.00	\$1,260.00	\$760.00	\$550.00
Property Taxes	\$275.00	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operations Expense	\$17,633.00	\$1,337.00	\$642.00	\$802.00	\$1,192.00	\$1,852.00	\$692.00	\$8,752.00	\$1,772.00	\$592.00
Total Expenses	\$67,342.00	\$5,813.00	-\$2,882.00	\$11,403.00	\$7,043.00	\$15,578.00	\$5,193.00	\$13,828.00	\$6,448.00	\$4,918.00
Net Ordinary Income	\$11,879.00	\$2,987.00	\$11,682.00	-\$2,596.00	\$1,757.00	-\$6,778.00	\$3,614.00	-\$5,028.00	\$2,352.00	\$3,889.00
Net Income	\$11,879.00	\$2,987.00	\$11,682.00	-\$2,596.00	\$1,757.00	-\$6,778.00	\$3,614.00	-\$5,028.00	\$2,352.00	\$3,889.00
Savings Account Beginning Balance	\$22,471.19									
Reserve Account 7.5%	\$5,456.25	\$606.25	\$606.25	\$606.25	\$606.25	\$606.25	\$606.25	\$606.25	\$606.25	\$606.25
Dredging Savings	\$13,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Interest	\$21.00									
Savings Account Ending Balance	\$41,448.44									
Woods Property Owners Association Inc.										
2023 Cash Flow										
Checking Account Beginning Balance	\$18,370.19	\$18,370.19	\$19,250.94	\$28,826.69	\$24,117.44	\$23,768.19	\$14,883.94	\$16,384.69	\$9,250.44	\$9,496.19
Total Income	\$79,200.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00	\$8,800.00
Total Expenses	\$67,342.00	\$5,813.00	-\$2,882.00	\$11,403.00	\$7,043.00	\$15,578.00	\$5,193.00	\$13,828.00	\$6,448.00	\$4,918.00
Transfer to Savings	\$18,956.25	\$2,106.25	\$2,106.25	\$2,106.25	\$2,106.25	\$2,106.25	\$2,106.25	\$2,106.25	\$2,106.25	\$2,106.25
Checking Account Ending Balance	\$11,271.94	\$19,250.94	\$28,826.69	\$24,117.44	\$23,768.19	\$14,883.94	\$16,384.69	\$9,250.44	\$9,496.19	\$11,271.94

Proposed Woods POA Projects For Board Approval

West Slit Pond - Calloway Rd. Dirt Work and Replanting - Estimates Vs. Actual Spent

	Estimated Cost	Actual Expense	Date Completed
Hauling 8 Loads of Dirt (L&L Asphalt)	\$ 598.50	\$ 600.00	4/28/2023
Spread Dirt with Skid Steer (Justin Bailey)	\$ 550.00	\$ 600.00	
Replanting Grass (Seed Purchased from SW Environmental by Owen Sanderson)	\$ 200.00	\$ 158.00	
Sub total:		\$ 1,358.00	

APPROVAL #1 - Purchasing Wax Myrtles and Planting and Installing No Trespassing Signs

	Estimated Cost	Actual Expense	Date Completed
35 (7 Gallon) Wax Miters @45/ea.	\$ 1,575.00		
Green Grass Lawn Service (Toni) Labor For Planting - (2 days @ \$350/day)	\$ 700.00		
No Trespassing Signs (purchased and installed by Woods BOD)	\$ 200.00		
We already spent \$1,358.00 so the approval is for the difference of			
\$2,465.50	Total Project Cost	\$ 3,823.50	
	Budgeted	\$ 3,000.00	
	Budget Short Fall	\$ (823.50)	
	Proposed Budget Addition	\$ 900.00	
	Proposed New Budget Total	\$ 3,900.00	

APPROVAL #2 - Repairs and Maintenance to West Silt Pond Sprinkler System

	Estimated Cost	Actual Expense	Date Completed
New Hunter I20 Commercial Grade Rotary Heads 18 @ \$35/ea.	\$ 630.00		
Green Grass Lawn Service (Toni) Labor For Repairs - (1 day @ \$350/day)	\$ 350.00		
Total Project Cost	\$ 980.00		
Lake and Common Grounds -> Sprinkler Systems -> Repairs -> Budgeted	\$ 1,225.00		
	Budget Short Fall	\$ 245.00	
	Proposed Budget Addition	\$ 1,000.00	
	Proposed New Budget Total	\$ 2,225.00	

APPROVAL #3 - Repairs To West Silt Pond Inlet Pipe Seawall

	Estimated Cost	Actual Expense	Date Completed
New Cross Ties and Nails	\$ 250.00		
Green Grass Lawn Service (Toni) Labor For Repairs - (2 days @ \$350/day)	\$ 700.00		
Total Project Cost	\$ 950.00		
Lake and Common Grounds -> Seawall -> Budgeted	\$ -		
	Budget Short Fall	\$ (950.00)	
	Proposed Budget Addition	\$ 1,200.00	
	Proposed New Budget Total	\$ 1,200.00	

APPROVAL #4 - Treat Alligator Grass Around The Lake and Silt Ponds

	Estimated Cost	Actual Expense	Date Completed
One Time Treatment By Aquatic Pro	\$ 1,500.00		
Total Project Cost	\$ 1,500.00		
Lake and Common Grounds -> General Maintenance -> Budgeted	\$ 1,400.00		
	Budget Short Fall	\$ (100.00)	
	Proposed Budget Addition	\$ 1,500.00	
	Proposed New Budget Total	\$ 2,900.00	

APPROVAL #5 - Woods Entry Flower Bed Renovations

Plants, Design and Work Provided by The Butterfly Bus, Pamala Duke

Bed # 1 (Calloway Rd. and Lazy Creek):

Remove all plant material. Reserve all salvageable plants to be transplanted by HOA if choose to. Prep bed for planting. Install 2 Little Bear Magnolias, 10 Encore Azaleas (dwarf variety) , assorted ornamental grasses and annual color. Fertilize plants then mulch bed.

Bed #2 and #3 (Lake Vista Cir):

Remove all plant material and reserve 2 knockout rose bushes and 2 Nandina bushes to be transplanted by HOA if choose to. Prep beds for planting. Install in each -2 Japanese Yew, 5 Encore Azaleas (dwarf variety),2 muley grass, and assorted annual color. Fertilize and mulch beds.

Bed #4 and #5 (Lake Forest Dr.):

Trim existing rose bushes, remove Nandinas and other plant material(excluding roses) reserving for HOA to transplant if preferred. Prep bed and install in each bed 3 Drift Rose bushes, 2 muley grass, and assorted annual color. Fertilize and mulch beds.

Plants and Mulch:	\$2,160.67
Labor:	\$541.25
Fertilizer and Compost:	\$67.12
Sub Total:	\$2,769.04
Green Grass Lawn Service (Toni) Labor To Replant Rose Bushes Removed From Beds	\$350.00
Hire An Electrician to Repair Lights	\$1,000.00
Grand Total:	\$3419.04
Budgeted:	
Entry Beds:	\$2,000.00
Budget Additions (see attached Request)	\$2,000.00
Total Remaining Budget:	\$580.006

See the quote attached. And Picture of the proposed Plants attached

