

## WOODS POA BOARD MEETING

Crutcher and Hartley Team REMAX Board Room

3225 University Blvd. – Tyler, Texas

August 18, 2022

### Meeting Minutes

- I. Attendees Present:  
Owen Sanderson, Melinda Weedon, Joe Williams, Candy Carroll, and Mike Groscup  
  
3 households and 4 total members attended the meeting:  
Sara and Randy Back, Gary White, and Glenn. A copy of the sign-in sheet is attached.
- II. Call to Order:  
Interim President Owen Sanderson at 6:07 PM
- III. Secretary's Report: (Candy Carroll):  
The meeting minutes of the July 14, 2022, regular board meeting were provided via email to board members for review prior to the meeting. It was determined that the final draft did not include the Dredging Budget as an attachment. The dredging budget will be added to the minutes and they will be re-uploaded to the website. Without objection, the previous meeting minutes were approved with the noted corrections.
- IV. Treasurer Report (Joe Williams):  
Joe presented the Treasurer's Report through July 2022;  
A copy is attached to the minutes. Joe noted the ending balance does not reflect the just received invoice for the dredging work completed today.
- V. Lake and Common Grounds:  
Mike presented the Lake & Common Grounds Report;  
A copy is attached to the minutes. No action was taken on hiring someone to inspect the sprinkler system on a monthly/quarterly basis.
- VI. Recreation Facilities & Security  
The VP of Recreation Facilities & Security (Chris Pulliam) was not present and no report was provided. Owen noted that the pool seemed to be in working order and recommended leaving it open until Oct. 1<sup>st</sup> at which point the cover will be put on for the winter.
- VII. Architectural Control (Melinda Weedon):  
Melinda provided an update on the Architectural Control request. A copy of her report is attached to the minutes. For the request at 3839 Lazy Creek, Owen suggested we ask the Homeowner to provide some type of example of the proposed roofing material. For the request at 3708 Lake Vista Circle, the ARC had previously approved the proposed colors the homeowner plans to use. Melinda presented the Board with some examples of the colors. Owen made a motion to approve the colors SW7015 Repose Gray (brick) and SW7017 Dorian Gray (wood), Mike 2nd the motion. The motion carried.
- VIII. Social Activities Report (VP Candy Carrol):  
Candy noted there were no new activities to report. That the next event will be a Halloween party in October.

IX. Old Business:

Owen gave an update on the dredging and remedial work completed at the north and west silt ponds. The first phase was completed under budget by \$11,689.86, see attached budget vs. cost breakdown. Owen updated the board that he had met with some sprinkler system installers and was gathering quotes to add a system to the west silt pond. Owen noted that the north silt pond already has a designated supply line and watering station in the area, and we just need to run a new service pipe and install spray heads. Tony (the lake and common grounds lawncare provider) had given Owen a quote of \$500 labor to install the pipe. Owen estimated the material would cost \$500-\$700. Melinda motioned to purchase the materials and have Tony install the system at the north silt pond. Mike 2<sup>nd</sup> the motion, the motion carried. Owen reported that the vegetation along Calloway Rd. was mostly removed during the dredging process. There are a few trees left to be removed by Oncor. Once complete, Owen recommended having Tony replant Wax Myrtles to replace what was removed. Mike made a motion to spend up to \$2,500 of the remaining dredging budget to replant vegetation along Calloway Rd., Joe 2<sup>nd</sup> the motion, the motion carried.

Gray White asked about the ramp on the north side of Lazy Creek. Owen noted that the spoils from the north end of the lake were used to create an access ramp for lawn equipment. Owen also noted that two piles of soil were saved by the tennis courts for future use.

Owen provided an update on the election process for the day of the annual meeting. Owen noted that volunteers will assist with the sign-in of those attending the meeting. That once a member has arrived, they will be asked to sign in. If they had previously mailed in their ballot, they will be asked if they would like the ballot back. If they request their ballot back, they will be asked to rip it up and they will be given an in-person ballot. If they do not want the ballot back it will remain in the envelope it was mailed in until the ballot counters open it and place it in the ballot box. All envelopes will be kept as a record of mailing ballots. If a member did not mail in a ballot, they will sign in and be given an in-person ballot. All absentee ballot received will remain in the envelope it was mailed in until the ballot counters open it and place them in the ballot box. Owen will call for floor nominations after the opening announcements and before the business meeting starts. Once everyone votes they will be asked to place their ballot in the ballot box and the counters will begin counting. The final vote will be announced after the business meeting.

Sara Back asked why the envelopes needed to be signed on the back. Owen explained that this is a compromise between the By-Laws requiring a secret ballot and the Texas Codes which required absentee ballots to be signed. Once the ballot is removed from the envelope that the ballot will be secret but the envelope is a signed record of voting absentee.

Gary White questioned why the mailout ballots did not include the nominating committee recommendation letter explaining why Carol Price was not recommended. Owen noted that the nomination committee letter was emailed out to the association on July 29, 2022, and the Ballots were post-mailed on August 9th. Gary asked why didn't they just leave the candidate off the ballot. Owen reported that by state law and the association By-Laws that the Board could not deny the candidate the right to run for office.

Glenn Price had concerns with the Board's decision to mail out ballots to everyone and the date at which they must be received. Noting that the By-laws state, "a ballot may be Obtainable from the Nominating Committee Chair and that the ballot must be returned to the secretary 3 days before the election. Owen reported that the wording in the By-Laws was a right given to the members and not a restriction on the Board. That the Board has the right to improve upon the voting process as long as it does not impede on the member's right to vote 1) by absentee ballot, or 2) in person at the annual meeting, and 3) either is conducted by security ballot. All of which the Board is following.

X. New Business:

Joe updated the Board regarding the association's general insurance policy, noting that it had increased by nearly \$4,500 and was covering a wide range of items. Owen reported that in July of 2021 the Board approved getting more coverage after the agent walked the property and the price increase reported to the Board was \$1,409. Joe noted that some of the items listed on the policy we could be self-insured. Owen made a motion to reduce the Policy back to the previous coverage and to gather additional quotes, Melinda 2<sup>nd</sup> the motion, and the motion carried.

The Board took a short recess and reconvened in an executive session to discuss the settlement proposal regarding the Homeowners of 3702 Pine bluff Cir who previously had enclosed their garage without written Board approval or city permits. Owen said that he had been in discussions with the homeowner and they had both agreed on key items for the settlement proposal and recommended that the Board considered this proposal as a means of finalizing the settlement. Joe made a motion to approve the settlement proposal, and Mike 2<sup>nd</sup> the motion, and the motion carried.

XI. Adjourned:

Without objection, the meeting was adjourned at 8:59 PM. The next board meeting is the Annual meeting scheduled for August 25<sup>th</sup> at 6:30 pm at the Hilltop Nazarene Church.

# Attachments

VP Report

Silty Pond and Lake Remediation Projected Cost

**JUNE**

**WPOA Treasurer's Report  
ACCOUNTS SUMMARY (CASH BASIS)  
6/30/2022**

**Southside Checking Account**

JUNE 1, 2022	Beginning Balance:	\$78,772.28
JUNE 1-30, 2022	Deposits/Credits:	\$2,825.00
JUNE 1-30, 2022	Disbursements:	\$4,584.07
JUNE 1, 2022	Transfer to Challenge Reserves:	\$606.25
JUNE 30, 2022	Ending Balance (cash basis):	\$76,406.96

**Southside Challenge Account**

JUNE 1, 2022	Beginning Balance:	\$17,596.82
JUNE 1, 2022	Transfer from Checking:	\$606.25
JUNE 30, 2022	Interest:	\$4.86
JUNE 30, 2022	Ending Balance:	\$18,207.93

**JULY**

**WPOA Treasurer's Report  
ACCOUNTS SUMMARY (CASH BASIS)  
7/31/2022**

**Southside Checking Account**

JULY 1, 2022	Beginning Balance:	\$76,406.96
JULY 1-31, 2022	Deposits/Credits:	\$9,119.00
JULY 1-31, 2022	Disbursements:	\$9,940.87
JULY 1, 2022	Transfer to Challenge Reserves:	\$606.25
JULY 31, 2022	Ending Balance (cash basis):	\$74,978.84

**Southside Challenge Account**

JULY 1, 2022	Beginning Balance:	\$18,207.93
JULY 1, 2022	Transfer from Checking:	\$606.25
JULY 31, 2022	Interest:	\$0.00
JULY 31, 2022	Ending Balance:	\$18,814.18

## Lake and Grounds Report, Aug. 18, 2022

- The dredging is completed and is looking good, Owen will give a complete report.
- Vxnus fiber optics broke a 2" water line under Lake Vista, it took almost a month to repair the line.
- Tony replaced the drain pipes next to Candy Carroll's house.
- We need to install sprinklers on both silt ponds and reseed the same.
- Tony, Jimmy Harris, and I checked and repaired/replaced sprinkler heads and pipes around the lake.
- Owen, Tony, Jimmy Harris, and I met with Richard Clark about a monthly service to maintain the sprinkler system around the lake, Richard's bid was \$400. per month, which would include checking all zones and sprinkler heads/pipes. He would do some repairs, and after 4 hours his hourly rate is \$45. per hour. Richard also recommended changing the sprinkler timer to a blue tooth timer and changing some heads to a more efficient head and having extra heads on hand.
- Hugo Ramirez was supposed to meet with me this week for another estimate but so far he hasn't called back.
- Changed 2 Woods entry lights to solar LED's.

Respectfully Submitted,

Mike Groscup

## **Woods Home Owners Association**

### **Architectural Control Report**

**Aug. 18,2022**

#### **3307 Lake Pine Circle**

Todd Glass has requested approval to remove an existing covered back porch with a more permanent structure. The existing structure is rotting, and the new covered porch structure will have wood columns and shingled roof to match the existing roof.

No electrical, plumbing, nor city permit will be required. The structure is not seen from the road and will keep the same foot print as the existing structure previously approved years ago by the Woods POA Board.

This request is now before the Architectural Review Committee.

#### **3839 Lazy Creek Drive**

Tony Patterson has requested approval to add a back porch and cover to the rear of his home. The structure will be 12 ft by 24 ft pad covered by a pergola. The pergola will be framed with western red cedar and stand at 10 ft completed height to match up to the edge of the roof.

The Architectural Review Committee was in agreement with the pergola but questioned whether the roof was in compliance with the covenants since it will not be a shingled roof, but more of a thick clear plastic-like product. Thought the product in question is apparently an expensive product and not just a thin hard-plastic cover, it will not match the existing roof.

The request awaits board approval.

#### **3708 Lake Vista Circle**

Chris and Beth Warren have purchased this home and are currently remodeling the interior. They have requested approval of paint colors to the exterior as they are wanting to paint the brick and wood facade of the home

The Architectural Review Committee has approved the colors: SW7015 Repose Gray for the brick; SW7017 Dorian Gray for the wood front exterior façade and back deck; SW 6990 Caviar (Black) for just the façade where it meets the trim, and the gutter will cover it as the roof is black, and SW 6458 Restful green for the front door.

The Warren's know any changes to these colors must have written approval as well.

The request awaits board approval.

## WOODS POA Lake and Silt Pond Remediation Projection Vs. Cost 8-2022

				Projected	Spent	Saving
Per Hr. Rate	Hours (8/d)	Mob. In/Out				
\$ 450.00	Bo Pepper	Amphibious Track Hoe		\$ 7,500.00	\$ 7,600.00	\$ (100.00)
\$ 240.00	Bo Pepper	Long Reach Back Hoe		\$ 1,500.00	\$ -	\$ 1,500.00
\$ 65.00	Bo Pepper	6 Yd. Dump Truck		\$ 130.00	\$ -	\$ 130.00
\$ 95.00	Pewee Dirt Service	Skid Steer		\$ -	\$ -	\$ -
		days	total hrs.			
Time To Complete North Silt Pond		2.5	20	\$ 13,800.00	\$ 10,820.00	\$ 2,980.00
Time To Complete West Silt Pond		3.5	28	\$ 19,320.00	\$ 17,820.00	\$ 1,500.00
						\$ -
Time To Complete North End of Lake		1	8	\$ 5,520.00	\$ 6,960.00	\$ (1,440.00)
Time To Complete West End of Lake		1	8	\$ 5,520.00	\$ 4,050.00	\$ 1,470.00
Spoil Haul Off				\$ 4,211.86	\$ -	\$ 4,211.86
Erosion Rock				\$ -	\$ 900.00	\$ (900.00)
Tree Removal				\$ -	\$ 100.00	\$ (100.00)
Repair Pipe at West Silt Pond				\$ 1,200.00	\$ 2,200.00	\$ (1,000.00)
Repair Sprinkler head Along LC Rd.				\$ 350.00	\$ -	\$ 350.00
Fine Grading Clean Up Work		2	16	\$ 1,520.00	\$ -	\$ 1,520.00
		per Sq.yrd	Total Area (sq.yd.)			
Hydro Mulch (Grass Planting)		\$ 0.60	2825	\$ 1,695.00	TBD	
Fiber Bonded Hydro Mulch (Grass Planting)		\$ 0.97		\$ -	TBD	

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**Totals: \$ 62,136.86 \$ 50,450.00 \$ 11,686.86**

\*\*\*Savings will be used to complete other Phases of the Remediation Plan

### Future Expenses

West Silt Pond Sprinkler Install	\$ 8,500.00
North Silt Pond Sprinkler Install	\$ 1,200.00
Wax Myrtles West Silt Pond	\$ 2,000.00
Final Grading	\$ 1,200.00

**Total: \$ 12,900.00**



