

WPOA BOARD MEETING

3206 Lakepine Cir

November 19, 2020

Meeting Minutes

- I. Attendees Present:
Jack Balko, Owen Sanderson, Stacy Fogle, Mike Groscup, Chris Pulliam, Melinda Weedon, Patricia Glass
- II. Call to Order: President Jack Balko at 6:37 PM
- III. Secretary's Report: (Owen Sanderson):
Minutes of the October 8, 2020 meeting had been provided via email to board members by Secretary Owen Sanderson. Without objection, the minutes were approved. Owen called for a motion to certify an email vote to approve a payment to Hartbeat Construction of \$9,357.00 (original bid of \$8,357 plus \$1,000 rental fee) which Mr. Hart has agreed would be fair. Patricia Glass moved, Chris Pulliam, seconded the motion. Motion carried. Owen also suggested putting together a questionnaire to be sent out using an online polling system to gather information regarding, swimming pool, tennis courts, social activities, and maintenance. Officers are requested to develop questions pertaining to their committees.
- IV. Treasurer Report (Stacy Fogle):
Stacy presented the Treasurer's Report for October 31, 2020;
A copy is attached to the minutes. Overall status of accounts reflects over budget operation due to the large expense for installing new cut off valve. Without objection, the Treasurer's Report was approved.
- V. Lake & Common Grounds Report (VP Michael Groscup):
Mike presented the Lake & Common Grounds Report;
A copy is attached to the minutes. Major items included the installation of the new lake drain cutoff valve, filling of sinkholes, and a visit with Bob Westbrook, Tyler City Councilman to discuss sinkhole problems. Mike reported receiving two quotes for tree removal. Patricia Glass moved and Chris Pulliam seconded to accept Paul's Tree Service bid of \$1,685 + tax. Motion carried. Mike also reported purchasing a tractor and trailer for the association for a total cost of \$384.22 and materials to build shelves in the pump house. Jack Balko requested a motion to approve these expenditures by Mike plus approval for the purchase of materials to re-roof the pump house, rebuild the pump house doors, and to enlarge the fence around the swimming pool pump equipment to accommodate storage for the tractor and trailer. Chris Pulliam moved, Jack Balko seconded the motion. Motion carried. Mike has formed a committee of four other members to assist with the work of the Lake & Common Grounds.
- VI. Recreation Facilities & Security Report (VP Chris Pulliam):
Chris presented the Recreation Facilities & Security Report;
A copy is attached to the minutes. Activities since the last meeting were passed out flyers and sent emails to recruit team members, met with a landscaper to get an estimate for the lakeside picnic area (and basketball pole relocation), and met with a plumber to do repairs at the pool. Chris also offered suggestions for the survey regarding the use of tennis courts, pool, and playground. Chirs provided some preliminary pricing and ideas regarding a new playground system. President Jack Balko requested Chris research the low, mid, and high-cost systems and bring options to the board for discussion at the next meeting.
- VII. Architectural Control Report (VP Melinda Weedon):
Melinda presented the Architectural Control Report;

A copy is attached to the minutes. Melinda stated that the resident at 3700 Lake Vista repainted the house to a solid "neutral" color and that reports of dogs being aggressive around a member walking her dog had been dealt with. Also, plans for the addition of a new fence on the property at 3100 Lakepine Circle had been approved.

VIII. Social Activities Report (VP Patricia Glass):

Patricia presented her Social Activities Report;

A copy is attached to the minutes. Patricia stated that the Halloween Boo Bag project was initiated with an initial distribution of 9 bags. Not sure how wide-scale the project was. After reporting on plans for a Christmas event for the association, and the impact on the event due to COVID-19, the board decided to forgo the event this year. As an alternative, Jack Balko suggested providing a tree ornament to the homeowners as a way of connecting with them during the holiday season. Patricia is to look into this. Patricia also reported that she had secured five other members to assist on her committee.

IX. Unfinished Business:

Chris Pullman would like to put the discussion of Neighboring HOA's utilizing the Lake and Common Grounds on the agenda for the next meeting. Tabled until the next meeting due to time constraints.

X. New Business:

Discussion regarding Yard Service (Tony's) contract.

Mike Groscup recommended increasing the contract payment to Green Grass Lawn Service. Tony Patricio is currently under a contract of \$1,985/month plus materials purchased for planting or any extraordinary time and materials for services rendered. Since Tony has not submitted a request for a new contract, the Board agreed we will continue with the current contract as is. Also, the board does not provide an end-of-year bonus for vendors. A motion was made by Owen Sanderson for a one time gift of \$200 to Tony and \$100 to his helper. Motion 2nd by Patricia Glass. Motion carried.

The decision regarding the west silt pond sprinkler systems was tabled until the weather gets hotter and there is a need for water systems, and to be timed after dredging of the west silt pond upon completion of the Rosewood Villas construction project.

Jack Balko informed the board that he had asked Melinda Weedon to chair a committee charged with reviewing and re-writing the By-Laws and Covenants. Jack requested each board member suggest a name to Melinda for the committee and stated that volunteering to be on the committee was acceptable. The committee is to review the current documents, documents from other associations, and a boilerplate set of documents to be obtained from attorney Matthey Thigpen, as they draft a final version for submittal to the Board for recommendation to the membership for final approval.

Jack Balko asked Mike Groscup if he was willing to host our board meetings going forward. Mike agreed to do so and the board also agreed.

XI. Adjourned: President Jack Balko called the meeting adjourned at 8:55 PM with no objections.

Attachment A

VP Reports

WPOA Treasurer's Report

October 31, 2020

Summary of October 2020 Income/Expenses

October 1, 2020	Southside Checking Acct. Beginning Balance	\$
October 1-31, 2020	Income	\$11,132.00
October 1-31, 2020	Disbursements	\$15,020.23
October 1, 2020	Transfer to Challenge Reserves	\$606.25
October 31, 2020	Southside Checking acct. Ending Balance	\$80,826.68
October 31, 2020	Challenge Reserves Account	\$ 6,063.88

Attached are the following reports:

October 2020 Balance Sheet

October 2020 Income/Expense Report

List of Disbursements for October 2020

Overall status of accounts reflects over budget operation due to the large expense for repairing cut of valve. Of note; the original disbursement detail included a replacement check and the transfer of funds to the challenge reserve as disbursements however, this was rectified by our book keeper and these should not be included as disbursements. I have included the updated disbursement detail.

Respectfully submitted,

Stacy Fogle

Lake and Common Grounds, 11/12/2020

Activities since the last Meeting

- New Lake Drain Valve installed, old Valve was 35 yrs old
- Bob Westbrook met with a few of us to talk about the sinkholes on Lake Forrest, (North Pond)
- Tony put in 4 yds of dirt to fill sinkholes and holes around Lake, he also planted grass in areas where needed
- The City came out and replaced 4' of Concrete at the storm drain, that might be the source of the sink hole's, Bob also said the City workers were going to use Cameras to view Culvert by our North Ponds
- I got 2 estimates for removing and trimming Trees
 - #1 from Tony (Current Lawn man) \$3,250
 - #2 from Paul's Tree Service, \$1,685+ tax
- Lawn tractor, I bought a Lawn Tractor for \$250, Small Trailer \$134.22
 - Haven't picked up Tractor yet
- Material Estimate for Storage Shed next to Pool Equipment
 - Size 10'X14' with Galvanized Roof, \$520.00, would a 10'X14' Gal roof be OK?
- No estimate yet for repairing and replacing broken Concrete Sidewalks.
- I would like to extend Tony contract for another year and give him a Christmas bonus and a small monthly rise for Outstanding Work Maintaining our Commons Areas.
- Need to get the go-ahead to proceed on the Sprinklers and Equipment for the West Pond.
- Owen got an Estimate to power wash the Bridge, \$85.
- Something we could look into is stocking the lake, we can buy 100 finger
- Length Fish for \$50.

Committee Members

- Mike Metke
- Jimmy Harris
- Bud Henderson
- Randy Perdue

Things needed to do now

- Remove and Trim Trees \$1,800.
- 10X14' Shed \$510. (materials est)
- Tractor (used) \$250.
- Utility Trailer \$134.22
- Selves in Pump House \$50.
- Total \$2,744

Future Projects

- Repair Concrete around lake
- Sprinklers/Pump on West Pond (Richard Clark)
- Repair Doors on Pump House
- Build box around water intake at pump house

- Benches around Lake
- Dredge West Silt Pond After Construction is done
- Do depth survey of West and North Ponds to establish a benchmark against which future surveys will be used to schedule dredging of Ponds
- Check Roofs on Pump House and Bridge, replace if necessary.

Submitted by Mike Groscup

HOA Meeting Nov 19, 2020 Recreation and Security: Chris Pulliam

A. Committee members include: Cheryl Dawson, Stacy Fogle and Patricia Glass. I hear Meagan Hays is willing to help, but I have not been able to get in touch with her. Any names?

B. 2020-2021 Goals: (for consideration)

1) establish an active committee (3+ meetings, 2+ work days); Establish 2 work days (one Saturday, May 15 for pool)...other for Sealcoat and/or work around tennis court.

2) Research playground possibility – Are we willing to spend \$20K on a playground in 2021? If so, I will arrange a meeting with playground rep.

3) perform light maintenance to the pool area (minor repairs and upkeep, parking lot sealant). As needed, with primary work being done in May on our work day and leading up to it.

4) formulate HOA questionnaire to inform the future of tennis courts: What to do with the tennis courts, i.e. how many tennis players, basketball goal, etc. lining; Put together a questionnaire. When and how is best way to send it out. Do any of you know tennis players in the Woods. (Cheryl Dawson plans to be one). Owen's power-washing proposal.

5) establish a picnic table area Lakeside between pump house and bridge. \$\$? I have a bid for this project (\$3,000). I like it, but I would rather see the money go toward a playground.

6) Work to assure we open the pool (summer 2021). Ramp up work day (May 15) prep...general repairs to poolside and bathrooms. Sealcoat the pool parking lot. Work day budget \$1,000.

C. Schedule for expenditures:

Nov/Dec. 2020 – meet with pool inspector (+/- leak). Repair \$\$?

- Power-wash tennis courts? (\$920.13).
- Basketball estimate <pole(s), goal(s), lines, +/- removal of one side tennis net/poles?>

January 2021 – meeting with playground rep and committee

-formulate and distribute tennis questionnaire

April 2021 – recruit/promote Neighborhood Work Day at the pool

– hire a pool “manager” (teenager to open and close daily). (\$?)

May 2021 – May 15 9 a.m.-2 p.m. Work day (pool) (\$1,000)

-Pool opens Saturday May 29.

September 2021 - pool closes after Labor Day Sept 6.

D. Budget needs:

-2020: potential powerwashing of tennis court (\$920.13).

-2021: Ongoing expenses related to the pool and tennis court (water, electric, emergency phone, pool maintenance, and pool manager wages). \$ _____?

-pool work day (\$1,000)

-potential playground (\$20,000)

-potential basketball court (\$5,000?)

- E. Activity report since our last meeting: passed out flyers and sent emails to recruit team members, met with landscaper to get estimate for lakeside picnic area (and basketball pole relocation), and met with plumber to do repairs at the pool.

What is the ongoing key distribution system?

Do we want to look into key cards for the pool/courts? Estimate of cost?

Woods Home Owners Association

Architectural Control Report

Nov. 11, 2020

1) Re: 3708 Lake Vista Circle- Property maintenance

This is a rental property. I contacted the homeowner and renter regarding maintenance of yard and landscaping. I discussed with the property owner that the property must be maintained even if he has a renter. We discussed that the lawn must be kept mown and shrubbery trimmed. The property has now been mowed and shrubs trimmed.

2) Re: 3113 Lake Vista Circle - Dogs attacking other homeowners walking on lake sidewalk

I discussed with the homeowner, Colleen Kumpe, the issue of dogs bothering and attacking other homeowners walking on the lake. The dogs have not been kept on a leash when they on the back of the property, and the property does not have a fence. Mrs. Kumpe was not aware of the problem and was very apologetic. She assured me that the issue would be resolved.

Since our discussion, another homeowner walking on the lake sidewalk was attacked by the Kumpe's dogs. According to reports, the police were called and filed a report on the dog nuisance.

3) Re: 3100 Lake Pine Circle – New wrought iron fence

Homeowner Katherine Barnes requested to put in a wrought-iron fence on the back of her property facing the lake. She submitted a drawing of the plat and outlined where the fence would be placed. The fence met the Woods' Homeowners Covenants. It is 5 feet tall and is set back off property lines as required.

4) Re: Property Maintenance

I am working to contact homeowners whose property is not being maintained. Please let me know if you are aware of any properties that need to be addressed.

Social Committee Report

October 2020

October Summary: Team, October was a great month for the Social Committee! As we talked about in our last meeting we decided to do “Boo!” Bags. Stacy and I put out 9 total bags throughout the neighborhood. We hope you guys enjoyed your bags and passed along the fun! Also in October we secured a venue for our holiday party, which I am very excited for!

November Goals: November I am going to focus on our Holiday party. Invites are going out tonight or tomorrow. I am just waiting on confirmation of Mike’s address. I also need to get with Mike on sound, it would be nice to have some music. My husband Josh can set something up. With catering I am going to get prices with Stanley’s and Dickey’s and go with the cheapest price. After the Holiday party our next events to work on will be the Community day and Food truck night.

Recommended Schedule for the Year:

- Food trucks - 2nd Friday of each Month (pool parking lot)
- Yard Of the Month - 1st Friday of each month
- Community Work Days - January/April/July/October
- Organize a spring cleaning garage sale and have money donated to a community project.
- March
- HOA hosts a Summer Pool Party. - May
- Neighbors to host a Wine Down Wednesday three nights a year -
February/June/November
- HOA hosts a Holiday Party. - December

List of Committee Members:

- Cheryl Dawson
- Joshua Glass
- Stacy Fogle
- Sue Groscup
- Lisa Pulliam