



# Woodlake Property Owners' Association

2020 Annual All-Members & Board of Directors Meeting – Sunday, March 29, 2020

## CALL TO ORDER:

This meeting was called to order by the President, Bill K. at 3:04 pm using electronic conference video and audio options.

## ATTENDANCE:

1. Board of Directors (BOD): Bill King (President); Eric Smith (Vice-President); Michael Grand (Treasurer); Sherry Lovorn (Secretary); Jim Gardner (Director); Duane Walker (Director)
2. Committee Chairpersons, Program Leaders, and Special Assistants: Howard Swaim (Architectural Control Committee and Neighborhood Watch Program); Tom Kirwan (Administrative Assistant and Webmaster)
3. Property Owners: 24
4. Guest Speakers: None

## OPENING REMARKS:

Bill K. welcomed everyone who was in attendance and related that the reason for doing this meeting electronically was due to the COVID-19 health crisis and the Bell County guidance on social distancing and having no group gatherings greater than 10 people. He shared the sad news of the passing of Bruce Stokes (BOD Director). He also updated everyone on a former resident of the community, Keith Lee. Keith's recovery is progressing and is getting around with the aid of a cane as he recovers from a horrific automobile accident. Bill K. then welcomed new residents to our community.

## DECLARATION OF A QUORUM OR LACK THEREOF:

1. A quorum of Property Owners was NOT declared for this meeting.
2. A quorum of BOD Members WAS declared for this meeting.

## BOARD OF DIRECTORS ELECTION RESULTS:

1. Declaration of Board of Directors' election winners: BOD Directors, Michael G. and Eric S. were re-elected.
2. Sherry L. had earlier been appointed to fulfill the remaining term of Bruce Stokes. A vote was taken by the BOD to formally endorse this appointment and passed unanimously.
3. A BOD vote was taken to appoint BOD Officers. All officers were voted in unanimously without opposition.
  - a. President, Bill K.
  - b. Vice-President, Eric S.
  - c. Treasurer, Michael G.

- d. Secretary, Sherry L.
- e. Administrative Assistant (non-voting), Tom K.

**APPROVAL OF MINUTES:**

1. Last year's board meeting (21 February 2019). Hearing no changes, additions, or deletions to the minutes, the BOD voted unanimously to approve the minutes as published at Woodlake.net.
2. Last year's annual meeting (17 March 2019). Hearing no changes, additions, or deletions to the minutes, the BOD voted unanimously to approve the minutes as published at Woodlake.net.

**OFFICERS, COMMITTEES & SPECIAL PROGRAM REPORTS:**

1. Treasurer's Report
  - a. Association annual dues are now overdue and subject to fine. Mike G. answered a question from a Property Owner, relating that the notice to pay dues was mailed to everyone in January.
  - b. Report of financial status:

Previous Balance:		<b>\$18,350.41</b>
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Expenses:		-\$19,218.50
Legal	-\$17,393.47	
Account Fees	\$135.00	
Deputy	\$0.00	
Advisor	-\$1,100.00	
Mowing/Maintenance	-\$0.00	
Post Office Box	-\$0.00	
Postage	-\$0.00	
Property Taxes	-\$371.94	
Utilities	-\$218.09	
Returned Check Fees	-\$0.00	
Deposits (not pending 2019):		+\$7,920.00
Petty Cash Spending		-\$0.00
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Petty Cash On hand		\$12.64
Checking Account Balance		\$7,039.27
Pending Deposits		\$2,500.00
<b>Current Balance</b>		<b>\$9551.91</b>
Dues Outstanding:		+\$1625.00

- c. The report was accepted and approved by unanimous vote of the BOD.
2. Architectural Control Committee (ACC)
  - a. Howard S. reported that there were five issues before the ACC this past year. One of five issues was a carryover from 2017. The other four were completed with positive resolution.
  - b. The report was accepted and approved by unanimous vote of the BOD.
3. Neighborhood Watch Report

- a. Howard S. reported good news in that Trend Analysis covering the past five years has shown an overall downward trend in Crimes of Opportunity. The Trend Analysis chart is posted on the WPOA website.
- b. He encouraged us to continue to improve our security efforts by increasing the use of signage (Re: Neighborhood Watch), lighting, security cameras, and keeping valuables out of site in vehicles.
- c. He also recommended the use of the Bell County Sheriff's Department's "Vacation Watch Program". See Bell County Website, Sheriff's Department.

**OLD BUSINESS:**

- 1. ONCOR Electrical Delivery Services, Update by Bill K.
  - a. He reminded everyone that the ONCOR tree trimming effort over the past year has resulted in far less electrical outages.
  - b. He further related that he was working with Karl Green and Bruce Lumpkins on obtaining a secondary feed into our neighborhood.
  - c. He publicly thanked ONCOR for their help.
- 2. Parking and traffic issues, Update by Bill K.
  - a. County Commissioners have passed an ordinance prohibiting overnight parking of "18 wheelers" in our neighborhood; prohibition sign posted at subdivision entrance. Problem resolved.
  - b. Despite having a "No Lake Access" sign posted, we are seeing mixed results in lake user traffic.
  - c. Congestion due to parking at the intersection of Blue Ridge Drive and Woodlake Circle has improved due to efforts between the BOD and residents.
  - d. Overhanging limbs have been reduced on Woodlake Circle as part of ONCOR's tree trimming.
  - e. He requested property owners to park in their driveway or garage as this would also help in reducing any street congestion.
  - f. A reminder for everyone to watch their speed when driving through the neighborhood; 20 mph maximum.
  - g. Mike G. added that parking in cul-de-sacs makes it difficult for larger vehicles to turn around, e.g. garbage trucks, FEDEX, emergency vehicles. Please, refrain if possible.
- 3. Legal Issues Update, by Howard Fomby
  - a. Due to the large amount of Legal Fees incurred by the WPOA to cover on-going litigation, his law firm volunteered to take over much of the legal responsibilities. This also includes providing advice to the BOD on legal issues that arise.
  - b. He related that the original case involving prohibited animals in the subdivision has concluded in the WPOA's favor. However, the homeowner has countersued Woodlake along with two homeowners. This case along with countersuits and appeals are on-going.

**NEW BUSINESS:**

- 1. Issue: Unattended pets, specifically cats.
  - a. Discussion: Bill K. reported that several cats have been seen roaming unattended in the community. Loud cat fights have been heard throughout the night. He asked members to corral their cats. If anyone has ideas on how to solve the issue, please let the BOD know.

- b. Action: Open
- 2. Issue: Potential for WPOA Hospitality Committee/Social Event(s).
  - a. Discussion: Sherry L. proposed that a Hospitality Committee be formed:
    - (1) It would welcome new residents, provide resource information, and encourage use of the WPOA website.
    - (2) It could also organize gatherings, potlucks, and other activities, e.g. National Night Out, support our Volunteer Fire Department.
    - (3) Encourage social interactions which foster a stronger sense of community. This may include the establishment of a community FACEBOOK page.
  - b. Action:
    - (1) After open discussion, a motion was made and seconded to form the committee and to be initially chaired by Sherry L. A vote by the BOD was taken and carried with unanimous approval.
    - (2) Sherry L. related that she would begin to recruit volunteers for this committee shortly.
- 3. Issue: Is there a need to help mobility-challenged residents during the COVID-19 crisis? e.g. errands.
  - a. Discussion: It was agreed that it was a good idea to help neighbors through this crisis. A survey of residents should be undertaken to see who may need assistance. This may be performed through email notification as well as knocking on doors.
  - b. Action: Sherry L. agreed that the Hospitality Committee would be willing to take on this action. Jim G. and Bill K. offered to assist in the areas of running errands, providing resource information, and making individual contacts to determine needs.
- 4. Issue: Whether or not to develop policy regarding “short term rentals” in Woodlake.
  - a. Discussion: Bill K. related that there is a concern that “short term rentals” may become a problem in the future as the renters may not take care of the property and neighborhood like a permanent resident. If any policy were to be put in place, it would need to be enacted before any problem should arise. A property owner emphasized that any new policy could only be established if it was in accordance with current Restrictions Documentation. Duane W. stated that this issue may fall under the proposed committee to review the WPOA Policy Manual.
  - b. Action: Jim G. volunteered to research and gather information on appropriate laws for the proposed Policy Review Committee.
- 5. Issue: Review/Update WPOA Policy Manual.
  - a. Discussion: Bill K. stated that the last time the WPOA Policy Manual was reviewed and filed was in 2013. A scheduled review was performed in 2016, however it wasn’t filed. Duane W. related that he would be willing to chair a review committee should one be established.
  - b. Action:
    - (1) A motion to establish the committee with Duane W. as the Chair was made and seconded. A vote by the BOD was taken and carried with unanimous approval.
    - (2) Jim G. and Mike G. volunteered to be members of the committee. Duane W. related that he has already reached out to a couple of homeowners to be part of the committee.

(3) Duane W. related that he would report the committee's progress to the BOD in a couple of months.

**MEMBERS, CITIZENS & VISITORS' FORUM:**

A property owner requested an update on the Sparta Volunteer Fire Department (SVFD). As no representative was in attendance, Bill K. was happy to report that SVFD has quickly responded to recent fires and medical emergencies within our community. He reminded property owners that our insurance rates remain low due to the existence of the SVFD. The SVFD is working with 439 Water Supply Corporation for a new facility. Tom K. invited everyone to visit the SVFD website at [spartavfd.com](http://spartavfd.com). SVFD is still soliciting monetary donations that will help support their new location. He further stated that the SVFD typically respond to two 911 calls daily.

**COMMENTS BY INDIVIDUAL BOARD OF DIRECTORS' MEMBERS:**

1. Eric S., None.
2. Mike G. expressed the concern of possible crime increase in our area due to the current crisis. He related that a number of trail cameras were available for temporary use. We need to continue the use of motion lights and cameras. Howard S. stated that to keep crimes of opportunity down, remember to lock doors and cars, staying vigilant.
3. Jim G., None.
4. Sherry L. thanked the BOD for appointing her to fill the unexpired term left by Mr. Stokes passing. She stated that she sought a board position in order to help shoulder the burden as a community member. She also related that she wished to foster neighborliness and strengthen a sense of community.
5. Duane W., None.

**FINAL COMMENTS BY THE PRESIDENT:**

1. Tennis Court Renovation. The BOD is still looking into this. There are mowing problems around the Tennis Courts due to uneven ground, rocks, and poor drainage. He asked if we should move forward in adding topsoil and grass. He estimated the cost to be approximately \$900. Hearing no objections to this project from BOD members, he authorized moving forward.
2. Encouraged all members to attend BOD Meetings. Meeting Agendas are posted on the website.
3. Reminded the members that the WPOA uses emails for notifications and requested all members to have current emails on file.
4. Pokémon Cards have been found, send email to WPOA ([woodlake.net@gmail.com](mailto:woodlake.net@gmail.com)) to identify and claim.
5. Formally thanked the Sparta Volunteer Fire Department for another excellent year of service.

**ADJOURNMENT:**

Hearing no further matters of official business and hearing motions to adjourn, this meeting was adjourned, by the President at 4:29 pm.

Sherry Lovorn  
Secretary, WPOA

Draft Posted at [Woodlake.net](http://Woodlake.net) on April 9, 2020