

The Woods Garden Club HOA Meeting Minutes

February 17, 2022

I. Call to order

The meeting was called to order by President Donna Dozier at 6:00 p.m. The board members in attendance were Ken Wheeler, Jr, Richard Patteson, Ron Stutes, and Eli Crow. Russell Williams was absent. Our certified property manager, Dawn Smith, with East Texas Community Management, was also present. There were no visitors in attendance.

II. Minutes Approved

The meeting minutes for our January 20, 2022 meeting were approved by email.

III. Selection of 2022 Officers of the Board

Eli made the motion that all members retain their current offices, if everyone was willing to keep their positions. All agreed that they were willing. Ken seconded the motion, and with unanimous approval, all office holders kept the same office: Donna as President, Richard as Vice President, Eli as our Treasurer and Ron as our Secretary.

IV. Property Management Report

Dawn began her report by showing the board the trapeze rings she purchased to replace the one with the broken handle on the wooden play fort. Ken is going to see to getting them attached. Dawn said she has had another person promise to meet her at the pool to receive their pool key, but they never showed up. She is

going to begin giving out keys on April 1st. She has also paid for the pool permit.

There are only 51 people who owe dues for 2022. Thirteen people owe 2021 and 2022 dues. Our attorney is sending them demand letters. Four homeowners owe multiple years, and have been with the attorney, and continue to escalate. We have asked for foreclosure to begin on the most egregious of these cases. Dawn said she has contacted the attorney for an update on that specific case but has not heard back yet. She's going to call again.

Dawn is going to update the violations log as soon as she and Donna complete their drive-around this coming Tuesday.

Dawn also reported that she's going to get James to check the front entrances, as well as Southwood, and all the other entrances to evaluate all the electrical problems we need to have repaired. She will get him to do that as soon as possible.

Dawn reported that we paid Express Sprinklers for his expert opinion about the erosion on our greenbelt on Woods Blvd. A written statement was provided regarding the findings.

V. Financial Report

Dawn reported that the Operating Account has a balance of \$108,934.12. The Savings Account has a balance of \$98,476.78. The total of both accounts is \$207,410.90.

Everything looks good, except for that one excessive water bill. It's less this reporting period, but still three times higher than the budgeted amount. Ken is going to check all the water meters and see what he can learn.

VI. Old Business

A. Sinkhole on Woods Boulevard

The board heard more information from an email Dawn received from Randy Staples at Express Sprinklers regarding the reason behind the erosion on the greenbelt on Woods Blvd. Mr. Staples gave a more detailed explanation of what could have caused the issue. Ron read the letter to the board, noting that the pipe on our greenbelt is coming from 3501 Woods Blvd. Ron also noted that Mr. Staples said that he cannot definitively say that the 4-inch PVC drainage pipe or the black pipe coming from that homeowner's property is what did the damage. The expert does state that "we also see an open drain pipe built into a brick planter close to the hole from 3501 Woods Blvd. Any water flow from that pipe would go directly to the area where the hole is located." So, because of that statement, and the fact that the expert believes the black pipes are coming from the neighboring resident's property, we would offer to pay half of the cost to fix our side of the erosion-damaged property. The resident would be responsible for repairing and redirecting the water on his property. Dawn is going to compose an email and send a letter as well, to let the property owner know of this issue, and to give him a deadline with which to address this problem.

B. Reserve Study

The board determined that our meeting on March 17th could be pushed back one week, in order to accommodate everyone's schedule, so that we might have the Zoom meeting for the Reserve Study at that time. Dawn is going to check with the company that compiled the study, to see if they can do it then.

C. Swings

Donna showed the board photos of possible apparatus for purchase to hold toddler swings, and swings for older kids as well. It was determined that we would have to provide a more substantial device, as well as the required “soft-landing” materials. Ken suggested Dawn call the Tyler Parks and Recreation Department to see if they have a referral for a commercial company through which we could check prices. Dawn will report her findings at our next meeting.

VI. New Business

A. Transfer fees

The board briefly discussed the idea of transfer fees, based on an email Donna received from a local realtor. He was asking her how much the fees were that our HOA charges to new buyers. Donna referred him to Dawn, since she deals with all our financial records. Dawn told him most of the other HOAs she manages DO charge transfer fees, but we do not, and never have. Dawn’s company charges \$250 in fees for the work she does for resale information she provides to the title companies. Dawn said some charge as much as \$350. The board decided we have no costs incurred in the transaction, so we will continue to NOT charge any transfer fees.

B. Uniform Parking Rules for Entire Neighborhood

Donna reported that she and Dawn had discovered that not all covenants, for every home in our neighborhood, has the same rules for overnight parking. Some have the stipulation that a car can be parked on the street for no more than a 24-hour period. Ron offered to write such language that would make

all residences within our HOA equal. The board discussed whether it is a good idea to make this change.

VII. Miscellaneous Non-Action Items

Donna showed the board photos of the grout at the pool that needs to be repaired. Dawn is going to check with Doug and see what he says about this, as well as when we should consider resurfacing again. Ken mentioned that he had seen Donna's post on the Facebook page about another fiber optic cable option called Metronet. Ken also mentioned the upright issues on the live oaks, which our electrician needs to check when he comes.

VIII. Visitors Comments

No visitors were present.

IX. Adjournment

Richard made the motion to adjourn; Eli seconded. The board was adjourned at 6:57 pm.

Respectfully submitted,

Ronald D. Stutes