

## WOODS POA BOARD MEETING

Thursday, May 22, 2025

### MEETING MINUTES

I. Roll Call: Board Members in Attendance: Jason Barefield, Mike Groscup, Joe Williams, Tonya Wheat (Quorum established) Absent: Mark Dahlgren

Member Attendees: Various members present

II. Mr. Barefield called the meeting to order at 6:01 p.m.

III. Assessment Vote: A motion was made and passed to suspend Robert's Rules and reorder the agenda to vote on the assessment early in the meeting. The Board discussed the merits of a \$600 per household assessment to address major repairs needed at the spillway. A discussion followed regarding member communication and fundraising efforts. No final vote was taken; discussion to continue at the next meeting.

IV. Election of Acting President: Jason Barefield nominated Tonya Wheat as Acting President. No other nominations were made. Nomination was closed and the vote passed unanimously. Tonya Wheat is now Acting President.

V. Treasury Report (Joe Williams): Mr. Williams provided a financial report covering March and April.

- March Ending Balances:
  - Checking: \$21,921.91
  - Challenge Account: \$44,657.42 (includes dredging reserve of \$15,700)
- April Ending Balances:
  - Checking: \$25,753.15
  - Challenge Account: \$46,263.67 (includes dredging reserve of \$16,700)

Board discussed forming a collections committee and improving communications. Report approved by motion.

VI. Lakes & Common Grounds (Mike Groscup): Mr. Groscup reported continued erosion at the spillway. Caution tape has been installed. Lowering of lake levels will begin to assist with upcoming culvert repair work. City representatives confirmed they will not financially assist with spillway or sediment issues. Mr. Groscup also reported on debris removal efforts, flower replacement, and needed sprinkler repairs. Report approved by motion.

VII. Architectural Control (Jason Barefield): Mr. Barefield reported on three approvals:

- Paint color change at 3709 Lake Forest
- Patio slab installation at 3307 Lake Pine Circle
- Paint color change at 3907 Lazy Creek No issues noted. Report approved by motion.

VIII. Social and Recreational Activities (Tonya Wheat): Mrs. Wheat reported on the successful community garage sale and upcoming plans for a pool opening event. Yard of the Month awarded to the Zayas residence. Report approved by motion.

IX. SourceFunding Meeting & Fundraising Update: Leland Ferguson and others met with SourceFunding. Options discussed included donations, corporate outreach, and tiered solicitation. City officials confirmed no funding assistance was available. Approx. \$11,000 in donation pledges were received after the email solicitation. Board discussed forming a street captain/communications group to increase outreach.

X. Communications & Delinquencies: Board reviewed the delinquent dues policy. Members discussed possible revisions to current policy (currently 7 months + 90 days) to allow earlier enforcement. Door hangers and direct communication methods such as visits and video presentations were discussed.

XI. Insurance Update: Mr. Williams reported the POA's property insurer (Philadelphia Indemnity) is dropping coverage effective July 3, 2025. A new provider must be identified. Past claims for fountain and wall totaled over \$11,000.

XII. Emergency Preparedness: Board discussed inviting Brandon Moore (Smith County Emergency Management) to the next annual meeting to present preparedness strategies. Possible coordination with neighboring associations was suggested.

XIII. New Business:

- Continued discussion of formalizing communication policies and collections committee
- Consideration of door-to-door outreach plan or pre-scheduled resident visits
- Plan to finalize assessment decision after additional bids and outreach are completed

XIV. Meeting Adjourned.

Prepared by: Jason Barefield

**Date:** May 22, 2025

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Select Month: APRIL

**2025**                      **APRIL CHECK PAYMENTS**

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**2025**                      **APRIL DRAFT PAYMENTS**

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**MARCH****WPOA Treasurer's Report  
ACCOUNTS SUMMARY (CASH BASIS)  
3/31/2025****Southside Checking Account**

MARCH 1, 2025	Beginning Balance:	\$22,192.74
MARCH 1-31, 2025	Deposits/Credits:	\$8,659.60
MARCH 1-31, 2025	Disbursements:	\$8,930.43
	Outstanding Checks:	\$0.00
MARCH 31, 2025	Ending Balance (cash basis):	\$21,921.91

**Southside Challenge Account**

MARCH 1, 2025	Beginning Balance:	\$42,987.66
MARCH 1, 2025	Challenge Account Transfer:	\$606.25
	Dredging Account Transfer:	\$1,000.00
MARCH 31, 2025	Interest:	\$63.51
MARCH 31, 2025	Ending Balance:	\$44,657.42
	Challenge Amount Reserve:	\$28,957.42
	Dredging Amount Reserve:	\$15,700.00

**APRIL****WPOA Treasurer's Report  
ACCOUNTS SUMMARY (CASH BASIS)  
4/30/2025****Southside Checking Account**

APRIL 1, 2025	Beginning Balance:	\$21,921.91
APRIL 1-30, 2025	Deposits/Credits:	\$14,366.40
APRIL 1-30, 2025	Disbursements:	\$10,793.40
	Outstanding Checks:	\$258.24
APRIL 30, 2025	Ending Balance (cash basis):	\$25,753.15

**Southside Challenge Account**

APRIL 1, 2025	Beginning Balance:	\$44,657.42
APRIL 1, 2025	Challenge Account Transfer:	\$606.25
	Dredging Account Transfer:	\$1,000.00
APRIL 30, 2025	Interest:	
APRIL 30, 2025	Ending Balance:	\$46,263.67
	Challenge Amount Reserve:	\$29,563.67
	Dredging Amount Reserve:	\$16,700.00

Select Month: MARCH

## 2025 MARCH CHECK PAYMENTS

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**2025**                      **MARCH DRAFT PAYMENTS**

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## Architectural Control Report

**Presented by:** Jason Barefield, VP of Architectural Control

**Meeting Date:** 5/22/2025

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### **Modification Approvals Since Last Meeting**

1. **Richard & Phyllis Viken** – *3709 Lake Forest Circle*
    - **Approved:** New exterior paint color
    - Committee reviewed and approved the submitted swatch
    - No concerns regarding design compatibility
  2. **Todd Glass** – *3307 Lakepine Circle*
    - **Approved:** New backyard patio slab (22' x 16', rebar reinforced)
    - Work to be completed in two days (prep + pour)
    - Will remain within setback boundaries
  3. **Eddie & Connie Renick** – *3907 Lazy Creek Drive*
    - **Approved:** Exterior paint color change (from dark gray to lighter gray)
    - Application reviewed and approved for aesthetic compatibility
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### **External Engagements & Infrastructure Advocacy**

As part of my duties and in coordination with others, I've also participated in meetings related to drainage, siltation, and infrastructure concerns affecting the neighborhood:

- **Councilman Lloyd Nichols Site Visit**

Walked both silt ponds, the spillway, and the new development at the end of Calloway with Mike Groscup and me. He acknowledged the drainage and sedimentation issues firsthand.
- **City Leadership Briefings**

John Hart met with **Mayor Don Warren**, **City Manager Ed Broussard**, and **Councilman Nichols**. The City will not provide direct funding but may offer **in-kind support** (e.g., gravel or fill). They are open to reviewing submitted **engineering reports**.

- **SourceFunding Strategy Session**

Met with **John Hart and David Jones** of SourceFunding alongside Treasurer **Joe Williams**, and former board members **Leland Ferguson** and **Gaylan Braselton**.

After evaluating their approach and follow-up communication, we have **decided not to engage SourceFunding** for fundraising support.

- **"Tyler Tomorrow" Planning Meeting**

Attended with **Gaylan Braselton** to represent The Woods POA at a City of Tyler planning workshop. We emphasized the ongoing impact of upstream development on our stormwater infrastructure and reinforced the POA's need for support and consideration in future planning.