

**WOODLAKE PRESERVATION ASSOCIATION
BOARD MEETING MINUTES
November 7, 2022**

Call to order: Officially called to order at 7:01pm by Charley Todd on Zoom

Board Members present: Charley Todd, Linda Huff, Robert Patterson, Dan Mizer, and Meriam Saleh joined in about 7:45

October Minutes:

Treasurer's Report – Linda Huff

- Sent the P&L via email to board; provided a quick overview
- Sent proposed 2023 budget and fee information to the board; to be discussed at December meeting
- Provided update on liability insurance payment check from 10/18 not rec'd by insurance company. After multiple calls over multiple days, Linda will have issued a stop payment on the check and provide WPA banking information via phone to make payment.
- Received TCEQ invoice for water rights; \$93.17, its an annual fee and will pay it

ACC Report – Robert Patterson

- Dan and Linda are working Woodlake Dr homeowner request for an ACC visit
- Discussion about the possible infraction cited by former Riva Ridge Dr homeowner; Robert will send a bulleted list so that the board can begin to address
- ACC volunteers – Larry Brown volunteered, need to get 3. Need to send out another, more strongly worded, email to WPA members (Linda will do). Also, Linda will call Will Rogers, Robert will get in touch with Larry Dooley. Linda will reach out again to Jim Bob Ward.
- Linda asks board members to please review the previously sent ACC process flow chart and provide feedback, she'll resend it.

SB1588 Discussion-Charley Todd

- Charley sent out a detailed list of SB1588 items and there was discussion on what WPA needs to focus on: Meeting notices, posting of positions, cannot vote on fees/budget without meeting notice being given so we could not discuss at this meeting
- Linda mentions that the Management Certificate is also important. Sends board members a link to see some that are already on file by other HOA's for reference.
- Notification of monthly WPA meeting: Charley will send an agenda, time and date with zoom link, just for members, secretary will send out, must go out 144 hours prior to meeting no more than 60 days prior.
- Charley will work up a blurb for Meriam to send out for meeting notices.
 - o Posting about the meetings ahead of time, does not preclude business that happens between meetings. Example bids or contracts come in and need to be

approved. However, this needs to be captured in the next month minutes.
Between the Nov and Dec meeting these actions took place.

- Charley will review the Management Certificate filing

Lake Report – Dan Mizer

1. Emergency spillway/low spot. Recommend having it engineered. Dan has not talked to the Moreiras' about it, but will and needs to before we move forward. Dan will reach out to a TCEQ approved licensed engineer to get an estimate from a few places and reach out to us via email.
2. Erosion addressed, although not under the supervision of a Texas PE. ARS has 30 years of experience
3. Primary emergency spillway, recontouring by Kirk from ARS has done really well. Lots of grass growing in there now. Getting more grass established to help with the erosion, possibly add some select boulders to help slow it down. Seed it and establish more grass first.
4. Leakage from several spots within the service spillway. Welder coming to repair this.
5. Excessive vegetation near the service spillway has been taken care of with the road that was put in
6. Fill animal burrows. Charley makes a motion, Robert 2nds, all approve.
7. Operations and maintenance document, Dan did this prior to inspection
8. Other items: small trees < 4 inches, brush and briar along the fence
 - a. Mow so that the height doesn't exceed 2-3 feet. Dan recommends we do so, will get a quote from John Melvin/ARS before we move ahead with it. Prior cost is \$2,200.

Linda: comment on critter trapping. Lower water level, so should the traps have been lowered to catch them. Thinks we have made an impact with our prior trapping which explains why fewer were caught this year.

Other Matters

- Everyone needs to work on their parts for 2023 Annual Meeting presentation; Robert's position will be expiring and he should relay if he intends for his name to be on the ballot.
- Remaining items: insurance invoice, check mailed Oct 18th, Linda checked on it and they didn't receive the payment. Called local office, they said they would send a notice of non-payment. Linda will do a stop payment on the check and call them so they can direct debit it.
- Linda also got an invoice from TCEQ for the water assessment fee to keep our water rights. Linda will scan and send a copy so we can all see it.
- Dan comment that removal of the trash cans seems to have gone very well at the commons, much less trash than before.
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December meeting Dec 12th at 7pm via zoom. Charley will send an agenda out.
Charley adjourns 8:49pm