Lakewood Forest # 1

Property Owners Association 2013

Annual Meeting Minutes

Saturday, June 22, 2013

The annual meeting of Lakewood Forest # 1 POA was held in the park on Antler Run, on Saturday, June 22, 2013. The morning meeting was held with 23 people (15 voting owners) were in physical attendance. They were:

- Chris Smith
- Debbie Smith
- David Tabb
- Nancy Tabb
- Andrea Tabb
- Vickie Moore
- Stefano ScarmanaAbbi Breckwoldt
- Ron Hinson
- Sunny Hinson
- West Ward
- Marty Burger
- Tammy Burger
- Scott Draker
- Roanne Draker
- John Nielsen
- Kathy WillinghamRick Tisdale
- Shawna Tisdale
- Aaron Richardson
- Red Mathieu
- Paul Gosselin
- Jim Reily

We had an additional 20 voting owner attendees, via proxy (Proxy holder in parenthesis):

- Nancy Allen (POA Board)
- Ron Berry (POA Board)
- Dave & Nancy Carter (POA Board)
- David & Nancy Couch (POA Board)
- Robert Cravatt (POA Board)
- Douglas & Nelia Dodson (Chris Smith)
- Jerry & Katie Grimes (POA Board)
- Charlie & Belle Guice (POA Board)
- Jim & Cathy Hale (POA Board)
- Martin Jistel (POA Board)
- Chad & Melissa Jistel (POA Board)
- Julia Johnson (POA Board)
- Chuck & Cleo Kaufmann (POA Board)
- Brenda Miller (POA Board)

- Neal Norris Estate (POA Board)
- Steven Ottmers (POA Board)
- Rick & Suzanne Sauer (POA Board)
- Bryant & Heather Smith (POA Board)
- Bob & Carol Ware (POA Board)
- Bert & Nancy Winkler (POA Board)

The meeting had a total voting owner attendance (including by proxy) of 35, which is greater than the minimum number of 30 voting owners required to have a quorum that is necessary to conduct an official annual meeting.

President Chris Smith called the meeting to order at 10:05 am and asked everyone in attendance to briefly introduce themselves. Coffee and donuts were offered to all. He then briefly reviewed the agenda items, shown below, covered in today's meeting. Other than reviewing the major accomplishments and improvements to the neighborhood this year and voting for new board members, Chris stated that there were no major issues involving our neighborhood at this time. A handout containing the meeting agenda, the minutes of the 2010 Annual Meeting, and the financial report was distributed to those present.

AGENDA

ROLL CALL
PROOF OF NOTICE OF MEETING
READING AND APPROVAL OF MINUTES
REPORTS OF OFFICERS
REPORTS OF BOARD
REPORTS OF COMMITTEES
INSPECTORS OF ELECTION
ELECTION OF DIRECTORS
UNFINISHED BUSINESS
NEW BUSINESS

Chris noted that the board notified everyone of the official meeting in a prior notification mailed out to the members and noted that this meeting is the official meeting of the property owners for the year. Chris then read the agenda and notified everyone that the current board is willing to run again. He then briefly described the election process we will follow and reviewed how the proxies would be counted. He stated that there were 60 sets of

voting property owners on record. John Nielsen came up with a voting process three years ago that was used again. There is one vote per property owner not by lot, as stated in the POA covenants. Stefano wanted clarification about this. Chris noted that the “vote per owner” stipulation is in the covenants and that it would require a change to the covenants, if that was a proposal and it’s what everyone wanted to do. As with prior issues with modifying the covenants, it would require legal consultation to determine if, and how, the covenants could be altered.

Approval of 2012 Minutes: Secretary/Treasurer, David Tabb pointed out that the minutes of last year's meeting had been distributed to everyone and asked if there were any additions or corrections. There being none, he asked for a motion to approve the minutes as written. A motion was made, seconded and the minutes were approved.

Report of the board:

Chris then gave a brief review of the projects that were worked on last year.

All projects have to be paid out of the $15 dollar lot assessments or through donations that have been given for special projects. One thing was mowing the parks. We now pay for this to be done when it needs to be mowed. The lawn is coming back because the leaves are getting chopped up. John mentioned that the parks will need to be mowed twice per month now. Chris mentioned that we completed the road repair with a simple pothole repair and chip seal 2 years ago in which the county volunteered the equipment and labor, with the POA providing $5000 for the materials. While it has made some improvement to the roads, Chris mentioned that at some point we’ll have to do it right with hot mix and it will be very expensive, upwards of $24,000 or more. The boat dock at the ramp was lengthened and improved with concrete replacing the wood deck and a new concrete/steel dock was installed in the Antler Run Park, next to the existing wooden dock. Charlie’s Boat Docks did the work at about half the price of any other quotes that we received. New cleats were installed on all the docks, including the Doe Valley Park, by Chris Smith. The other park area that is next to Shane Pape and the Flowers has been surveyed by John Nielsen. It’s a very rough area and some members would like that have that cleaned up and improved. All the parks and easements have had their trees trimmed. West had a large hole on the boat ramp patched near the waters edge. We have had some work done by Chris on researching the riparian rights that lake front owners have, which allows for pumping of water for lawns and other personal use, without

needing a permit from LCRA. Lula Haywood who sold the land to Ross for developing Lakewood Forest 1, never gave up the riparian rights to the LCRA and only granted them an easement for inundating the properties with water, up to a certain height. The TCEQ agreed that riparian rights for personal domestic and agricultural use still exist and if you have those rights, you can pump the water on to your property adjacent to the riparian boundary, only, without an LCRA permit but nowhere else. It is still each property owner's responsibility to determine whether they retain these riparian rights or not. Debbie Smith and Sue Nielsen took all the original street signs that Neal Norris made years ago and re-stained/painted all the neighborhood signs. John Nielsen repaired the 2900 sign for the neighborhood. John and Sue Nielsen also repainted the storage building in the Antler Run Park.

Chris asked if there were any other projects that need to be mentioned.

Financial Report: David then pointed out that the comparative Profit and Loss statements for the 12 months ending 5/31/2013 and 5/31/2012, respectively, as well as respective balance sheets were included in the handout. Revenue for the current year was $8,137.50, which included $6,217.50 in member donations and $1,920 in Lot Assessment fees. Expenses were $7,591.80, which included major park renovations converting our old wooden docks to new concrete structures for $5,050 leaving a net positive cash flow of $545.70. Our ending cash balance was $13,039.52 with remaining assessments receivable of $1,095. Currently, we have 80% of our POA dues collected for 2013 and only have 12 overdue accounts. These financials are attached herein.

David then mentioned that 56% of the property owners have generously given donations this year towards our special dock renewal project. These donations averaged $200 per donation with some donations of up to $500. Thank you to everyone who donated money and talent of any size or kind. It is sincerely appreciated so that we can continuously improve the value of our neighborhood and homes.

Chris asked if there were any other reports that need to be given and John Nielsen mentioned the stairs. Stairs into the lake for the main park were also added by Charlie's Boat Docks as part of the dock improvement project.

There being no other reports, Chris then moved onto the election. Kathy Willingham and Vicki Moore were appointed as Inspectors of Election and

counted/verified the votes for us. The attendees physically present voted and then the Board voted the proxies that they were in charge of. Chris suggested raising your voting card, handed out during the sign-in for the meeting, for the vote and then introduced the current board.

- Chris Smith, President/Director, been on the board for 2 ½ years.
- Rick Sauer served as Secretary/Treasurer/Director but had to step down for personal reasons. David Tabb was elected by the board to fill his remaining term.
- Abbi Breckwoldt is VP/Director and as noted will become President if anything should happen to Chris.
- Marty Burger is Director on the board at large.
- John Nielsen is Director and took over when Carol Ashmore stepped down after selling her property and moving back to Austin.

A request was made for a motion to vote to the current BOD into office for another three year term. Voting cards were raised if you vote for the current board.

16 Individual votes (including the 5 Board members and 1 proxy held by Chris Smith for Doug Dodson) for the BOD were counted by Vicki and Kathy. 19 additional Proxies were mailed in and assigned to the POA Board. The Board voted these proxies unanimously for the current BOD as well.

Chris then announced that the current board is now officially elected for the next three year term.

Chris opened up a discussion on unfinished business.

1. Legal work to continue doing the work to repair or replace all of the things that we want.
2. Dock #3 – Chris wants that to be a project by committee. He suggested Aaron, Belle, Bo/Brooks and Shane as committee and John Nielsen from the board because of his survey skills. Aaron volunteered to be the committee lead for this dock. John will walk us through the existing quote, from Charlie's Boat Docks, as a board and we will advise a budget for Aaron's committee to work with. Stefano mentioned that it would be a good idea to have a list of parameters for approving special projects. Chris mentioned that once we have completed the third dock, we could have up to six boats tied up at the

same time. Red mentioned that is was shallow in the new proposed area and said that it would be good to dredge that area sometime in the future.

New business

Communication with Members: Chris pointed out that email and the POA website will be the main avenues of communication to members. The newsletter will be out periodically and will offer another venue for sharing news and ideas. Any information requiring action from the members will also be distributed by regular mail.

Member suggestions in the past have been:

Chris suggested sprinkler systems for the parks. Chris mentioned that he wouldn't mind helping run a trencher. We would put in a lake pump and sprinklers for both parks. John estimates about $2K for both parks.

Paving the streets. West got a quote to re-pave all the streets. $24K was the proposal. Chris suggested that we collect money over a couple of years to pay for this project. The biggest donors we had this year was $500. We can't rely on just a few property owners to pony up for all the projects. Scott asked about the county. Chris said that the county would require that the roads be brought up-to-date first and would probably require that many of the trees in the street easement be cut down to come up to county specs. Kathy volunteered to check with the county and see what it would take to bring our specs up to date and what they could do for us.

West mentioned that he has a problem with poles on his new lot. He's having trouble with CTEC. Chris mentioned to write up something and David suggested talking to Belle, since she has had a lot of success with the CTEC moving poles.

Chris mentioned that a property owner proposed that we put up a pole gate for the launch. Maybe a chain with a combination lock. Marty mentioned that they did that across the lake last year. Chris stated that it would be difficult to manage a lock and assigned combination, with both owners and renters in the neighborhood.

People have mentioned some are against renters. Chris would like to

see a rules of decorum agreed to by each property owner (renter) renting their property. Written guidelines for renters would be given to each renter as they rent homes here to remind them that they are guests in our community and they need to abide by the rules and behave as a guest.

Chris then opened the floor to all members for ideas.

West mentioned that he did not want to do chip and seal again.

Paul mentioned that we really need to look at our lot assessment fee. $15 is insane if we want to get some of these things done. Chris mentioned that the board will look into this and agreed that something needed to be done. Special assessment could be a possibility. Stefano said that we have certain expenses per year divide by lots and then when we have projects we raise the fees again. This is simply to just run our household business.

Nancy Tabb asked what the county paid for in the past. Chris said that they paid for the labor. Paul said that wont happen again.

John Nielsen mentioned that we needed some steps in the park for older people. Steps like you see on trails. He wanted to put out a call for labor.

Stefano Scarmana mentioned a concern that the bigger vision is being sacrificed due to doing all these little projects each year.

Chris asked for final comments. There being none, he requested a motion to adjourn the meeting. It was moved and seconded and the meeting was adjourned.

David Tabb

Secretary/Treasurer

Lakewood Forest # 1 Property Owners Association
Profit & Loss
June 2012 - May 2013

	Total		
	Jun 2012 - May 2013	Jun 2011 - May 2012 (PP)	% Change
Income			
Donations - Docks	6,217.50		
Donations - General		3,406.32	-100.00%
Donations - Special Projr		450.00	-100.00%
Lot Assessments	1,920.00	3,855.00	-50.19%
Lot Late Charges	0.00	27.95	-100.00%
Other Revenue		200.00	-100.00%
Total Income	**$ 8,137.50**	**$ 7,939.27**	**2.50%**
Gross Profit	**$ 8,137.50**	**$ 7,939.27**	**2.50%**
Expenses			
Contributions			
Memorial Gifts	75.00	50.00	50.00%
Total Contributions	**$ 75.00**	**$ 50.00**	**50.00%**
Legal & Professional Expense			
Filing Fees	40.95		
Legal Fees	375.00		
Total Legal & Professional Expense	**$ 415.95**	**$ 0.00**	
Office Expense			
Annual Meeting Supplies	61.12	59.64	2.48%
Copying and Printing	61.88	148.11	-58.22%
Office Supplies	32.46		
Post Office Box Rental	28.00	28.00	0.00%
Postage and Mailing	51.59	181.76	-71.62%
Website for POA	141.48	163.45	-13.44%
Total Office Expense	**$ 376.53**	**$ 580.96**	**-35.19%**
Repair and Maintenance Expense			
Mowing	675.00	360.00	87.50%
Repair of Docks	5,050.00	100.00	4950.00%
Street Lights	452.18	296.91	52.30%
Tree Service	525.00	2,910.00	-81.96%
Total Repair and Maintenance Expense	**$ 6,702.18**	**$ 3,666.91**	**82.77%**
Taxes & Licenses			
Property Taxes (Llano County)	22.14	22.20	-0.27%
Total Taxes & Licenses	**$ 22.14**	**$ 22.20**	**-0.27%**
Total Expenses	**$ 7,591.80**	**$ 4,320.07**	**75.73%**
Net Income	**$ 545.70**	**$ 3,619.20**	**-84.92%**

Lakewood Forest # 1 Property Owners Association
Balance Sheet
As of May 31, 2013

	Total		
	As of May 31, 2013	As of May 31, 2012 (PP)	% Change
ASSETS			
Current Assets			
Bank Accounts			
Cash Account	0.00	0.00	
Checking	12,144.52	10,755.46	12.91%
Total Bank Accounts	**$ 12,144.52**	**$ 10,755.46**	**12.91%**
Accounts Receivable			
Accounts Receivable	1,095.00	1,311.18	-16.49%
Total Accounts Receivable	**$ 1,095.00**	**$ 1,311.18**	**-16.49%**
Other current assets			
Prepaid Expenses	0.00	152.18	-100.00%
Undeposited Funds	-200.00	275.00	-172.73%
Total Other current assets	**-$ 200.00**	**$ 427.18**	**-146.82%**
Total Current Assets	**$ 13,039.52**	**$ 12,493.82**	**4.37%**
TOTAL ASSETS	**$ 13,039.52**	**$ 12,493.82**	**4.37%**
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
***Accounts Payable**	0.00	0.00	
Total Accounts Payable	**$ 0.00**	**$ 0.00**	
Other Current Liabilities			
Prepaid Lot Assessments	0.00	0.00	
Sales Tax Payable	0.00	0.00	
Total Other Current Liabilities	**$ 0.00**	**$ 0.00**	
Total Current Liabilities	**$ 0.00**	**$ 0.00**	
Total Liabilities	**$ 0.00**	**$ 0.00**	
Equity			
Opening Balance Equity {3}	7,661.59	7,661.59	0.00%
Retained Earnings	4,832.23	1,213.03	298.36%
Net Income	545.70	3,619.20	-84.92%
Total Equity	**$ 13,039.52**	**$ 12,493.82**	**4.37%**
TOTAL LIABILITIES AND EQUITY	**$ 13,039.52**	**$ 12,493.82**	**4.37%**