

## **BOARD MEETING MINUTES FOR ARROWHEAD LAKES PROPERTY OWNERS, INC.**

### MEETING DETAILS

Date: Tuesday December 10th, 2024

Time: 6:30pm CST

Location: Arrowhead Lakes Property Owners, Inc. Pavilion  
15490 Arrowhead Loop W, Willis TX 77378

#### I. OPEN FLOOR FOR DISCUSSION

- Garbage not being picked up at parks. Reminded the attendees that Manny's has been picking up our garbage at their expense as we canceled services in the fall to cut costs. **Cindy** to call Mannys on Wednesday, December 11th, to get services turned back on. This will cover garbage pick up at the pavilion, the park on the other end of the dam, and the park at the soccer field. Cost of Mannys is \$40 per month for 2x per week pickup on Mondays and Thursdays. Bottom of the Barrel is only \$30 per month for 2x per week pickup for home service - unknown cost for businesses and considering 3 pick up locations (pavilion and 2 parks). **Angie** to get quote from BOTB for HOA needs. Based on the reputable relationship with Mannys, the Board would like to continue service with them if the cost is competitive.

#### II. ROLL CALL

William, Chris, Tim, Cindy, Angie

#### III. CALL TO ORDER

651pm by Tim, 2nd by Chris

#### IV. OLD BUSINESS

- Bylaws - Cindy to finalize with attorney no later than April, 2025.
  - This will aid in securing the increase in annual dues for 2026. A plan will be discussed for how this can be done.
- Operation Dam Clean Up - Never happened, would still like to have someone clean up the dead trees in the park, if possible.
- Budget - on trend to close out the year. 2025 Budget will be discussed in the "New Business" section of this meeting.
- Reserve Study - the Board has paid for half of the cost so far. **Chris** is working with the reserve study team to finalize the plan and pay for the other half of the fees once 2025 dues have been collected to secure balance in the bank to cover operating costs.

## Trello Board:

- Working On:
  - Insurance quotes
    - **Carrie** had been working on insurance quotes but was not present for this meeting.
  - Discuss Capital Expenditures - **Cindy** to contact Vivian. Lack of ability to obtain sufficient information from her virtually to collect funds. Vivian had been working w/ surveyor to establish property lines, Cindy to get an in-person meeting with her.
- To Do:
  - Bulletin board - had plans for **Carrie** to purchase locking bulletin board / display cabinet for the exterior but **Tim** is able to secure one for us free of costs and will install on the exterior of the pavilion.
  - Community garage sale in October
    - Didn't happen, no plans to work on this at this time
- Tabled / On Hold: (all remaining on hold until money can be raised from dues and collections)
  - Move the playground set
  - Bids to replace sidewalk/steps to pool, stairs and ramp
  - Bids to create concrete patio outside of pavilion double doors
  - Bids for dock replacement
    - Will plan to remove the dock at pavilion, added to budget for 2025 to obtain quotes
  - Factoring in cost of Reserve Study renewals on a 3 year rotating basis once implemented

## NEW BUSINESS

- Set date for Annual Meeting in January
  - Will be set for a Saturday, January 25th - 10am
  - Discussed suggestions on how to drive participation
    - Food
    - Raffles for previously purchased gift cards
- Budget for 2025
  - Will post to website asap
  - Additional items to consider:
    - Demolish current dock - will gather quotes on removing the dilapidated dock from the park - safety hazard and is beyond repair.
    - Pool - Discussed potential to not open the pool in 2025 if we are unable to collect enough funds to cover the costs of maintenance and pool monitors

- Septic system replacement - Quoted \$14k for install and 2 year warranty in 2023. This did not include the cost to get the survey done, which may now be expired and need to be redone.
- Send letter and ballots for board positions with general meeting dates - Needs to be completed by December 25th to allow for 30 day before the annual meeting date
  - This should include a copy of the invoice for any past dues
  - Board is conducting an unofficial meeting on Wednesday, December 18th, to assemble documents / ballots and send out to the community members
- Pavilion rental adjustment from 8 hour rental vs current 4 hour rental timeframe. Bylaws will need to be changed before this can be done.
- Tachus account holder information updated - need to ensure the proper names are listed on the account. This has been completed.
- Live Oak for trash pickup - **Angie** to reach out to Live Oak to ensure services are turned off and no further billing. They have not been providing services although they have withdrawn money from the bank account.
- Collection against defaulted accounts - **Angie** to provide documentation on past due balances so liens can be filed through attorney.

V. OTHER ITEMS

- Church likely to remove items and discontinue rentals after January 1, 2025, as their building should be finalized. Rents have been paid through December, 2024.

VII. ADJOURNMENT

Called at 803 by Angie, Tim 2nd

VIII. EXECUTIVE MEETING