

**The Woodlands Property Owners Association, Inc. (WPOA)**

**Board of Directors Meeting Minutes**

**April 21, 2025**

Time: 5:30pm

Place: Clarke Home and Zoom

Members Present: Clarke, Faires, Gary, Moon (at Clarke Home), Dyson via Zoom

Summary: - This was the fifth meeting of the Board elected at the 2024 annual meeting.

**MINUTES**

**Call to Order**

Quorum Declared Present

**Meeting Minutes and For the Record Document Approval**

Prior to the meeting, Faires had distributed draft minutes from the January 7, 2025, meeting. Opportunity was provided to comment or suggest revisions, but none were noted. The minutes, as drafted, were unanimously approved by the Board.

**Financial Report**

Prior to the meeting, Moon distributed a financial summary indicating as of 3/31/25, the WPOA account will have a balance of \$52,703.67, once an outstanding check for \$3879 (Shorty's Lawn Care) clears. Refer to the summary for additional information.

Recent expenditures: \$433- IRS (taxes on the interest income earned during 2024)  
\$3879 – Shorty's Lawn Care for community-wide winter activity including \$2050 for snow plowing, \$1563 for salting (83- 50 lbs. bags of salt and labor), \$255 for tree removal at Bobcat/Woodland Ridge.  
\$30 – Electricity for Entrance way lighting.

It is estimated that after the 2025 association dues are collected (\$24,600), the account balance will be approximately \$77K. Shorty's Lawn Care summer expenses are estimated to be \$5K.

The lawncare and maintenance expenses were discussed and despite a colder winter than typical the winter related cost was not out of line with previous years. A historical summary of the annual lawncare/maintenance cost was requested. Moon will prepare a summary as best possible with the available data and resources.

**Action Item:** Moon will prepare a historical summary of fiscal year lawncare/maintenance costs.

### **Road Condition Review Project and Discussion**

Gary and Clarke conducted a review of the pavement in The Woodlands including a measure of the total paved roadway in the community. Also, a rough assessment/grading of the pavement was conducted. There is a total of 9123 feet of paved roadway in The Woodlands.

A simple "A", "B", "C" grading was used with "A" being pavement in very good condition, "C" being in poor condition, possibly needed repair or repaving and "B" being in between A and B condition. The Board acknowledges that the assessment is a reasonable "commonsense" assessment which is satisfactory for discussion of next steps. Only 2 sections totally 1000 feet were graded as C. As a point of reference, the last repaving project conducted in 2023, repaved a total of 716 feet at a cost of \$38K.

An effort will be made to contact an independent consultant to assist The Woodlands with best practice actions and guidance on when and how pavement in The Woodlands should be addressed. Dyson reported that he had been unable to get in contact with the consultant with which he had had previous experience.

The previously distributed comparison of Ashe County Property Owners Association fees was included in the discussion.

Until such expertise can be obtained, the Board agreed that its most prudent course of action is to develop a plan and proposed budget for addressing those areas currently graded as "C". After considerable discussion, it was agreed that until further information is available, the Board will move forward and propose an increase in the annual association fee of \$300, increasing for the current \$600 per year per lot, to \$900 per year per lot. To further assist in this project, Gary will contact Shatley Paving and request a quote for paving the Grade C sections.

The Board's overall position is that it would be best to initiate an increase in the annual fee now than to have to levy a separate expensive assessment. If it turns out that the pavement can sustain its current condition longer than anticipated or there are less expensive ways to extend its life, and the increase in the annual fee is not necessary, then future fees could be adjusted downward.

***Action Item:** Clarke will attempt to contact an independent paving consultant to assist the Board in preparing a paving action plan.*

***Action Item:** Gary will contact Shatley Paving to obtain a quote for repaving the Grade C sections.*

### **Communication Winter Road Condition Procedure**

Prior to the meeting a draft procedure outlining the criteria for requesting treatment snow and ice action and then communicating to homeowners when such action has been requested was shared with the Board. Faires and Gary reviewed the background for developing the procedure and proposed the Board approve the procedure as drafted. The Board voted and unanimously approved the procedure as drafted.