

THE LAKES OF WOODTRACE COMMUNITY ASSOCIATION, INC. HELD A MEETING OF THE BOARD OF DIRECTORS ON TUESDAY, SEPTEMBER 9, 2025 AT 3:30 PM AT THE COMMUNITY CLUBHOUSE, LOCATED AT 34010 HIGHLAND TERRACE LANE, PINEHURST, TX 77362. NOTICE HERETO ATTACHED AS *EXHIBIT A*.

DIRECTORS PRESENT

Denice Zanella
Larry Hamilton
Mark Smythe
David Berenger
Frank Browne

CALL TO ORDER AND ADOPTION OF AGENDA

The meeting was called to order at 3:35 p.m.

MANAGERS REPORT

COLLECTION ACCOUNTS – LEGAL ACTION

The Board was presented with the delinquency report for review.

DEED RESTRICTIONS

The Board was presented with the compliance report for review. A discussion was held regarding the recent pool repairs and recovering the cost of those repairs from the owner who caused them. The agent advised that no communication had been received from the owner. The Board instructed the agent to have the attorney send a legal demand to recover the costs.

ADJOURNMENT INTO OPEN SESSION

The Board adjourned into open session at 4:04 pm.

IN ATTENDANCE

6 owners and Rachel Schmutz representing the Managing Agent: Community Solutions.

DISPOSITION OF MINUTES

The Board was presented with the minutes of the August 12, 2025 Board meeting. After review, a motion was made, seconded and carried to approve the minutes.

FINANCIAL REPORT

The Board was presented with the August 31, 2025 financial report. The Board was advised that the total cash in the Operating accounts was \$679,523.82 which included five CDs of \$100,000.00 each, and the Reserve accounts held \$103,729.15. The agent advised that the total accounts receivable was \$60,633.78 and that the Association was 97.09% collected for 2025. The financial report is hereto attached as *Exhibit B*.

BUSINESS

RATIFICATION OF DECISIONS MADE BETWEEN BOARD MEETINGS

The Board advised that they had met between meetings to interview management companies. The Board announced that they had chosen Crest Management as the new management company.

GATE ELECTRICAL REPAIR UPDATE

Mr. Smythe advised the Board that Nexlar was still working on the remote open from the website and generating a QR code. Mr. Smythe advised that the hinges on the gate needed to be greased and an ongoing maintenance contract needs to be obtained. Mrs. Zanella advised that the exit button at the exit gate did not function when a school bus was stuck at the exit.

ENTRY LIGHTING REPLACEMENT PROPOSALS

The Board was presented with three proposals to replace the non-functioning floodlights at the entrance. After review, a motion was made, seconded and carried to approve the quote from RedNova.

CLUBHOUSE AC REPLACEMENT

The Board discussed the need to replace the air conditioning unit and were provided with three proposals to replace the unit with a 17 seer 454B compliant unit. After discussion, this item was tabled for the February 2026 Board meeting. The Board also instructed the agent to change the maintenance from twice a year to quarterly.

2026 PRELIMINARY BUDGET

The Board was presented with the preliminary 2026 budget for review. The agent was instructed to include the ac replacement and entrance camera replacement in the budget and to increase the ACC line item. The agent advised that they would email the budget with the changes to the Board.

ANY OTHER MATTERS THAT MAY COME BEFORE THE BOARD

The Board discussed the mulch installed by the landscapers this year and advised that they were not pleased. The agent was instructed to have IMS remove the mulch application from the contract and to obtain a separate quote from Mulch Matters.

The agent was instructed to have JD Solutions replace the missing pavers at the Woodtrace Blvd and 249 intersection where the pot hole has formed.

COMMITTEES

Greenspace Beautification Committee:

Mr. Ricke advised that the Beautification Committee had a meeting scheduled for the upcoming Thursday. He advised that the saplings that were recently planted were not doing well and they would use small trees with root balls in the future. Mr. Ricke advised that the committee was coordinating a community green space clean up event for November 8th. They planned on removing dead brush and debris and cutting vines at the roots.

HOMEOWNER OPEN FORUM

The Board answered homeowner questions from the floor:

- An owner advised that one of the bridges in Central Park, behind Green Terrace Lane, needed boards to be reattached.
- An owner advised that there was graffiti on one of the pet waste station signs by the last playground.

SCHEDULING OF NEXT MEETING

The next meeting was scheduled for October 14, 2025 at 3:00 p.m. at the community clubhouse.

ADJOURNMENT

There being no further business, the meeting was adjourned approximately at 5:06 p.m.

APPROVED

Denice Zanella

Denice Zanella (Oct 16, 2025 15:44:33 CDT)

Board of Directors

Oct 16, 2025

Date