

Minutes of the Meeting

The Parkwood Terrace Improvement Association, Inc.
APRIL 7, 2025 | 6:30PM | BAKER, LA
Virtual Meeting (Zoom)

Meeting Details

Call to Order – Regular Meeting

The meeting was called to order by Cynthia D. Miller at 6:32pm.

Board Members Present: Cynthia D. Miller, Tasha Elbert-McClain, Vallory Hills, Deborah Anderson, Cherryl Montgomery, and Eddie Young. Excused: Gloria Johnson; Absent: Bridget Riley

Invocation – Cynthia D. Miller

Approval of Agenda

It was moved by Deborah Anderson to approve the Agenda. Seconded by Linda B. Perkins.

Motion Passed.

Approval of Minutes: January 6, 2025

Meeting minutes were distributed via email prior to the meeting. No modifications were submitted.

It was moved by Linda B. Perkins to accept the Minutes from January 6, 2025. Seconded by Harry Horton. Motion Passed.

Agenda Items for Discussion/Action

Correspondence – Vallory Hills

Thank you notes of kindness and acts of neighborly love were received from the families of the late Marjorie Nichols, David Alexander, Carol Willis-Grimes, and Doze Butler (on the passing of her sister, Chastity Butler).

Old Business

1. Officer on Patrol Signage – Cynthia D. Miller

Eight (8) Officer on Patrol Signs have been installed throughout the neighborhood. Thanks was extended to our Crime Prevention District for the signage.

2. LED Lighting |Obstruction of Tree Limbs | Servitudes – Vallory S. Hills

The City of Baker Public Works Department recently purchased their own Bucket Truck. The last storm set them back on projects. They will get to this as soon as they can.

3. Abandoned Property on Alba – Cynthia D. Miller

The abandoned property on Alba is no longer abandoned. The new homeowner is Tandra Allen. If you happen to pass by and see someone outside stop, introduce yourself and welcome her to our new neighborhood.

New Business

1. **Residents and Lot Owners Update** – Vallory S. Hills

Vallory thanked Cheryl Montgomery for developing an Excel spreadsheet for all property owners (lot and residents).

Our database was updated to reflect the Assessor's Office Primary Owner listing for Parkwood Terrace Subdivision (March 26, 2025). To date there are 271 Lot owners – some persons own two or more properties. There are actually 252 property owners that live in the subdivision.

Of that 252 property owners (which includes lots) ... we have 232 actual houses in the subdivision.

2. **Parkwood Terrace Crime Prevention Updates** – Jerri Booker

a. Bylaws

The first draft of the Bylaws were sent to the Commissioners for review. There were two changes to be made to this document. These changes will be sent to the Attorney for review prior to adopting the Bylaws. Jerri thanked everyone who contributed to the revisions of the Bylaws.

b. Renewal of Parcel Fee

The Parcel Fee for our Crime Prevention District will remain \$100.00.

c. Landscaping – Harry Horton

The landscaper submitted a new proposal; the amount was \$6,500. Monies for landscaping were allocated from the Crime Prevention (over \$3,000); also, from PTIA (\$3,000). President Miller stated that some of the \$3,000 PTIA allocated for landscaping had to be redirected to assist with payment for the Website (which was not in the initial Budget for FY 2024-2025). The landscaping project will be revisited at a later date.

3. **Outsource Neighborhood Activities** – Cynthia D. Miller

a. Juneteenth Celebration is Saturday, June 14, 2025 (Details will be emailed to residents)

There were no volunteers for the Activity Committee to assist with Juneteenth activities. President Miller and Vallory will plan this activity. Bridget will design a new T-Shirt and order forms will be emailed to all residents. If you already have a T-Shirt from last year, feel free to wear that one. Residents were encouraged to adhere to the deadline date to order T-shirts. Official Juneteenth flyers will be emailed as well.

President Miller asked if someone would like to recommend a "Praise Team" from their church for our music. The deadline date to contact President Miller know is Monday, April 14th at 5:00 p.m.

After reviewing the Juneteenth Budget, Doze Butler asked if persons could donate door prizes. President Miller stated she would definitely welcome door prizes; valued between \$10-\$25. President Miller further stated she would like to see even more participation this year! Additional Juneteenth activities will be shared at the May 7, 2025 meeting.

b. Christmas Tree Lighting Ceremony 2025

Decorations for the annual Christmas Tree Lighting Ceremony for 2025 will be outsourced. Decorations will be completed by Thursday, December 4th. Weather permitting our Christmas Tree Lighting Ceremony will be held Friday, December 5th at 6pm.

4. Committee Reports

- a. Financial Report – Bridget Riley (*see last page of minutes to view the Financial Report*)
In Bridget's absence Vallory gave the Financial Report. It was moved by Deborah Anderson to accept the Financial Report. Seconded by Tasha Elbert-McClain.
Motion passed.
- b. ACC/Compliance – Eddie Young / Vallory S. Hills
Eddie stated that Neighborhood Canvassing will begin, Tuesday, May 6, 2025 (Weather Permitting). The ACC and Compliance committees want to give residents every opportunity to address maintenance issues with their properties. The canvas date of May 6, 2025, does not apply to residents who have already received violation letters. Persons who have received letters should follow up accordingly.
- c. Hospitality – Elouise Thomas
Families of the following persons received a \$25 check and a sympathy during the loss of their loved ones: Carol Willis, Gloria Brooks, Joe Williams (sister passed), Dr. Willie C. Armstrong; sympathy cards were sent to the families of Sarah Wiley and Troy Lockhart. Jesse Broaden's sister passed. Elouise will reach out to him. Cynthia asked everyone to pray for their neighbors.

Elouise has tried to contact Tandra Allen, new homeowner, to officially welcome her to the neighborhood.

- d. Newsletter/Website – Vallory S. Hills
Prior to the Newsletter report, President Miller asked everyone to read The Pipeline Spring 2025 Edition. It features trailblazers in our neighborhood: **Admon McCastle** and **Trini Gibson** who were among the families that established Parkwood Terrace Subdivision and documented our history; **Morgan Watson**, a NASA Black Engineer who helped design Saturn V- the rocket that took the Apollo 11 rocket to the moon; **William Johnson**, the First Black Police Officer in the City of Zachary; and **Vallory Simms Hills** a visionary and a leader, who contributed greatly to the development and success of BRCC.

President Miller stated that she wants to know more about our neighbors and their successes. Nominate someone to be highlighted in upcoming issues of The Pipeline or tell us about yourself. Congratulate our neighbors when you see them.

Vallory let everyone know that at a Special Call meeting will be held Monday, April 14th at 6:30 p.m. to get a "Sneak Peek" at the Website. Vallory and Cherryl Montgomery will be the only administrators for the website.

Going forward all documents, newsletters, events, meeting dates, minutes, the directory, and announcements will be accessed via the Website. Cherryl will continue to send out reminders for PTIA and Crime Prevention meetings and emergency information. This will be on the website as well.

- e. Street Captains – Vallory S. Hills
Street Captains were acknowledged for texting residents about upcoming meetings and other information. Participation at PTIA and Crime Prevention Meetings has increased.

5. **State of Baker Reports** (District #1)

a. Councilman, Dr. Charles Vincent

- Lavey Lane Improvement Project – There will be some inconvenience. The City of Baker will take over Lavey Lane from the State when the project is completed. Talks are in the works to incorporate sidewalks; however, this ask is expensive.
- City Council Meeting – Tuesday, April 8th, 6:00 pm
- Phone numbers need to be updated in the Directory.
 - Harry Horton – Who will update the Directory on the website?
 - Vallory stated that when the website “goes live” residents will have the ability to update their phone numbers, addresses, etc., after they login.
- Keep Baker Beautiful Initiative – Saturday, April 12, 2025, 9am-City Hall
- The City of Baker received grants to purchase cameras to deter littering. Several have been placed strategically in our neighborhood. It will not only pick up littering but other activities as well.
- Doze Butler – Why can’t we make a left turn from Hwy 19 into BREC Park heading south? Dr. Vincent will look into this further. President Miller stated that Mayor Waites is working on this as well.

b. Baker School Board Member, Linda B. Perkins

On March 11, 2025, the Board of Elementary and Secondary Education (BESE) voted 9 to 1 to take over the Baker Middle School and Baker Heights Elementary School, beginning May 27, 2025. Both schools have received an “F” rating over several years.

On April 1, 2025, the Baker School Board voted unanimously for Baker High and Park Ridge to partner with Helix Community Schools to help save these schools. This will be effective August 2025.

There will be numerous town hall meetings held to keep the public informed. The next School Board Meeting will be on May 6, 2025, at 6pm, at the Baker School Board Office.

6. **Announcements**

- Save the Date for “Sneak Peek” of our Website – Monday, April 14, 2025
- Save the Date for Juneteenth – Saturday, June 14, 2025 at 3:00 p.m.
- Coyote sightings in the neighborhood. Be vigilant. Vallory will contact Animal Control to see if they can be trapped.

7. **Other**

- Doze Butler personally thanked the association for calls, text messages and other acts of kindness shown to her after the passing of her youngest sister.
- Vallory stated that some persons could not open The Pipeline Spring 2025 Edition because file size is so huge. She asked that these persons email her directly to receive it. Residents won’t have this issue when The Pipeline is uploaded to the website.

Next Meeting Date: May 5, 2025

Adjournment:

Meeting adjourned at 7:24pm

PTIA FINANCES APRIL 6, 2025			CHECKING ACCOUNT BALANCE Chase (with use of Zelle)		
BEGINNING January 7, 2025 BALANCE	Income	\$ 5,808.08	ENDING April 6, 2025 BALANCE	Total monthly income Available	\$0.00
	Extra income			Expenses	\$2,281.21
	Total income	\$ 5,808.08		Total income	\$3,526.87
Disbursements	Date	Actual	Disbursements	Date	Actual
Federation of GBR	1/9/2025	\$ 55.00	Temu order for Juneteenth	3/20/2025	\$ 180.39
Zelled ELOUISE THOMAS Sympathy	1/31/2025	\$ 25.00	Factory Direct order for Juneteenth	3/20/2025	\$ 73.32
Christmas yard decorations winners	2/4/2025	\$ 150.00	Zoom fee	3/20/2025	\$ 17.50
Baker Utilities	2/24/2025	\$ 10.00	Zelled ELOUISE THOMAS Sympathy Carol Willis Gloria Brooks Clayton Morrison daughter Harry Horton sister	3/24/2025	\$ 75.00
Zelled ELOUISE THOMAS Sympathy	2/25/2025	\$ 25.00	Baker Utilities	3/25/2025	\$ 20.00
Zelled ELOUISE THOMAS Sympathy	3/3/2025	\$ 25.00	Odom kitchen for Juneteenth	4/6/2025	\$ 1,650.00
Subtotal		\$265.00	Subtotal		\$2,016.21
Membership Dues	Cleared	Actual	Membership Dues	Cleared	Actual
Check Deposited			Money deposited		
Saving Account		Actual			
Dividend		\$ 14,751.39			
Subtotal		\$14,751.39			

Minutes Submitted by Vallory S. Hills, Secretary
Meeting Recorded by Cherryl F. Montgomery, Zoom Coordinator