

**PARKWOOD TERRACE IMPROVEMENT ASSOCIATION
MINUTES**

Monday, July 10, 2023 @ 6:30 p.m., Baker, LA

1. Call to Order

The meeting was called to order by President Cynthia D. Miller at 6:35 p.m.
Officers present: Cynthia D. Miller, Rose Cusic, and Cherryl Montgomery. Officers
absent: Tasha Elbert-McClain, Vallory Hills, Bridget Riley, Gloria Johnson and
Eddie Young.

2. Invocation - Harry Horton

3. Approval of Agenda

It was moved by Pamela Malveaux to approve the Agenda. Seconded by Elouise
Thomas. Motion Passed.

4. Approval of Minutes: May 1, 2023

It was moved by Vera Hollins to approve the minutes from May 1, 2023.
Seconded by Joe Jenkins. Motion passed.

5. ITEMS FOR DISCUSSION

Prior to Items for Discussion President Miller thanked the Activity Committee for a Job
Well Done! **Special thanks to all residents who attended;** Thomas Bennett for the
photography and Vallory Hills for the Juneteenth Video.

A. Correspondence - Vallory Hills

No Correspondence

B. Old Business

1. Amended Restrictions – President Miller

The Amended Restrictions for Parkwood Terrace was filed with EBR Parish
Clerk of Court's Office on June 19, 2023. Certified True and Correct Copies of
this document was mailed to all lot owners/residents. President Miller asked
everyone to familiarize themselves with the Restrictions to be in compliance.

Parking in the Street and Keeping Trash Cans out of Sight (until collection day)
were discussed. For any/all violations, written letters of notice will go out with a
timeline included (specific timelines will be stated depending on the violation).
**Any/All construction going forward should be approved by the Architectural
Control Committee.**

President Miller will ask Eddie Young and Vallory Hills (and the Committees
they chair), to develop timelines for all restrictions.

It was moved by Johnney McQuarter for residents to conceal their garbage cans with a 30-day timeline to comply with Restriction Item 4.12 Trash (f.) p. 12, after written notification has been sent by the PTIA. Seconded by Harry Horton. Motion did not pass.

It was moved by Rose Cusic for residents to conceal their garbage cans with a 60-day timeline to comply with Restriction Item 4.12 Trash (f.) p. 12, after written notification has been sent by the PTIA. Seconded by Vera Hollins. Motion passed.

2. Power Wash Gazebo – Harry Horton

The Gazebo has been power washed. The power washer recommended that the Gazebo be stained and that a clear coat/sealant should be added to the finish; to maintain its appearance.

3. Re-Stain Gazebo – Eddie Young & Morgan Watson

Two quotes from contractors (via Eddie Young) were posted on the screen. After some discussion, it was recommended that the quotes need to be more detailed. In addition, a third bid should be submitted. All quotes must now include:

1) Number of coats of paint, stain, and sealant, 2) what services will be provided (materials, etc.), 3) timeline to get on contractor's schedule, 4) timeline to completion date. This will be tabled until the October 2, 2023 meeting.

4. Lighting Issue - Dr. Vincent

All lights are on in the subdivision. The lighting system will be monitored on a daily/weekly basis. Contact Dr. Vincent if the lights need to be replaced.

5. Dogs Pooping/Dogs not on Leashes – President Miller

Residents have reported large dogs not on leashes and neighbors witnessing dogs “pooping” on lawns. To remain in compliance with the Restrictions, please purchase “dog poop bags” and “dog leashes” for your pets. These violations will be enforced. Let us be courteous.

C. New Business

(Items 1 – 7 – President Miller)

1. New Homeowner

President Miller welcomed Randon Green to Parkwood Terrace, 13311 Alba. He is the nephew of Johnney McQuarter and Ann McQuarter Hayes.

2. PTIA Directory

The New Directory will consist of names, addresses, phone numbers, and emails. Emails will go out to all residents asking if they want their telephones listed.

3. Upcoming Elections/Political Signs & Yard Signs

For clarification: Attorney Veronica Howard Sizer stated that according to the Restrictions, political signs are permitted for elections specific to Parkwood Terrace residents. Atty. Sizer further stated that any political person representing the interests of Parkwood Terrace can display a sign. Signs must be no larger than (16" x 24"), and displayed no more than two months before an election and taken down on election day. Signs are not permitted in the Common Area or at the entrance/exit to the Subdivision (specifically near the gazebo, nor "bricked" entrance areas), except on election day.

Refer to **Restrictions 3.19 Signs (c). p. 9.**

4. Welcome Bridget Riley, Financial Secretary

President Miller officially welcomed Bridget Riley to the Executive Committee as our new Financial Secretary. Linda Stokes cannot fulfill her duties at this time, however, should she wish to return to this position, Bridget will step down.

5. PTIA Dues

Notification letters were mailed mid-June. President Miller thanked all residents who have paid dues and also residents who paid their dues at the Juneteenth Celebration. Residents can mail in their dues to the PTIA PO Box, or give to their Street Captains.

6. Paid Membership and Benefits

Going forward residents will not be allowed to participate in future community activities. It was hoped that inviting everyone to the Juneteenth Celebration would be an incentive for residents to begin paying dues.

7. Committee Re-Assignments

Committee Re-Assignments have been updated for this Fiscal Year. All residents will receive the new roster for this fiscal year with assignments within the next few weeks via email.

President Miller renamed the Infraction Committee. The new name will be the "**Compliance Committee.**" They will assist the Architectural Control Committee in make sure all property owners are compliant with the Restrictions.

8. **Committee Reports**

- a) Architectural Control / Infraction Committees - Eddie Young/Vallory Hills
No Reports

President Miller stated she will speak with Eddie and Vallory to work with their respective committees on developing Violation Forms and Assessment Fees/Fines based on the Restrictions. She would like these documents to come before the Full Body PTIA at the October 2nd or November 6th meetings for review/comments and approval.

In addition, she would like these committees to suggest a way to inventory existing structures in the neighborhood so PTIA will know what is “Grandfathered.”

b. Activity Committee - Tasha McClain
No Report

c. Hospitality Committee - Elouise Thomas
No Report

d. Newsletter Committee – Vallory Hills
No Report

e. Street Captains - Jerri Booker
President Miller stated that Yolanda Brown is a Street Captain for Ector. Yolanda replaced Bridget Riley.

f. State of Baker Reports

- Councilman, Dr. Charles Vincent
 - Report Lighting Issues
 - Back-to-School Giveaways
 - i. Parkwood Terrace Gazebo, Sat. Sept 22nd, 8am-9am
 - ii. Baker School System, July 29th, 12pm-4pm
 - iii. Baker Chamber of Commerce, Aug 5th, 10am-12 Noon
 - iv. F.G. Clark Activity Center, 10am-12 Noon
 - Dr. Vincent’s Molemu Institute will spearhead the Help Us Find Your Home initiative in collaboration with the City of Baker Police, Fire Department, and Youth Leaders. Visible signage will be installed for the Elderly and Disadvantaged.
- Baker School Board, Linda B. Perkins
 - Baker School System is out for the Summer; going through a transition period: closing schools, transferring students to different locations, terminating teachers and staff.
 - HR Director retired, Tuesday, July 11, 2023.
 - Baker High School project is moving slowly due to issues with design plans. Initial target date: December 2023.
New target date: Third Quarter of 2024

D. Financial Report – Rose Cusic

It was moved by Vera Hollins to accept the budget for the new fiscal year: July 1, 2023 through June 30, 2024. Seconded by Dr. Vincent. Motion Passed.

E. Announcements

None

F. Other

Thomas Bennett asked Dr. Vincent to keep PTIA abreast on the status of the City of Baker infrastructure (i.e., fiber optics, electrical grid, etc.).

President Miller thanked everyone who helped clean up after the Juneteenth Celebration, especially after the storm passed.

The month of August is a vacation month for PTIA.

Next Meeting Date: October 2, 2023, 6:30 p.m.

Adjournment: 8:45 p.m.