

Lakewood Hills Improvement District  
Meeting Minutes  
April 4, 2023 @ LWH Clubhouse

Attendees: Christopher Cain - President  
Teisha Hutchison – VP/Treasurer  
Jami Smith – Secretary  
Residents of Lakewood Hills

The meeting was called to order at 7:00 p.m. President Christopher Cain, followed by the Pledge of Allegiance.

Teisha made a motion to approve the meeting minutes from 03/07/23, and Jami 2<sup>nd</sup>, motion passed.

**STANDING REPORTS**

Teisha gave the finance report for March 2023

General Account beginning balance - 03/01/23 - \$132,372.35

Deposits - \$12,004.00

Debits - \$ 49,403.41

Automatic Withdrawals – \$2,739.92

Automatic Deposits - \$17,276.20

Interest - \$ 10.87

Ending balance - \$109,520.09

RD Reserve Fund beginning balance – \$30,524.69

Deposits - \$0.00

Debits - \$0.00

Interest- \$ 25.93

Ending Balance – 03/31/23 - \$30,550.62

Teisha motioned to approve the finance report, Christopher 2<sup>nd</sup>, motion passed. Teisha motioned to approve the bills, Jami 2<sup>nd</sup>, motion passed. Christopher gave the maintenance report for March that was submitted by Ed Shuler. Worked in the shop, put up a mezzanine. Got the tractor and mowers out of storage and ready to start using. Welded bobcat bucket. Fixed the muffler on the tractor. Went to Perry and picked up new mower. Installed tetherball at the park. Replaced stop sign. Picked up trees along the side of the road. Washed the grader. Removed some bushes at the pool. Need to schedule a meeting to discuss road and drainage maintenance and future planning. Did plant checks. Installed three new pumps. Received 8 – E Ones. We have 13 Delta's, 7 – E One's, and 7 – E One Extremes (new), and 2 – E One Extremes (rebuilt by Haynes) on hand.

**Old Business**

Need some paperwork to engineer by end of May. Curt is dealing with USDA everything is moving forward. Still working with KDHE. May 3rd is a waste water lagoon tour; Christopher & Ed are hoping to attend. Christopher is planning on working with a local realtor in Oskaloosa that is familiar with Lakewood Hills on how we can be more transparent and informative to realtors and potential buyers. Working with accounting firm to start the agreed upon procedures and start the 2024 budget process with the goal of having an audit of Lakewood Hills next year. This will set procedures and policies going forward to make the Board, Clerk, and accounting, more accountable and transparent of how our money is being used.

### New Business

Proper procedure to handle complaints and fine process. Complaint form must be filled out. Board will send resident a certified letter giving them 10 days to correct complaint. After 10 days of receipt of certified letter, if complaint is not taken care of Lakewood Hills must call Sherriff to assess the situation. Then they can enforce the fine. Lakewood Hills does not collect fines; the County enforces and collects the fines. You the resident may call the Sherriff and file complaint. If the complaint is on mowing or cleaning property, same rule follows with sending certified letter giving 10 days to take care of complaint. In the case nothing is done about complaint, Lakewood Hills can mow or clean property and charge the resident. Lakewood Hills has filed a complaint with the County on property at 9172 E. Lakeshore drive. It was brought up to add Resolution No. 2011-5 to the General Information, Jami motioned to add the Resolution to the General Information, Teisha 2<sup>nd</sup>, motioned passed. Christopher thought we should order IRC Code Book that can be referenced at the office and copies made to help the building committee, potential builder, and any project in Lakewood Hills to properly inform themselves of the proper and current building codes. Tish motioned to order one, Jami 2<sup>nd</sup>, motioned passed. Two building permits were reviewed. Christopher motioned to approve permit for fence, Jami 2<sup>nd</sup>, motion passed. Jami motioned to pass permit for swimming pool pending Water District approval, Teisha 2<sup>nd</sup>, motion passed. Resident had question on a permit pending, Board of Director's answer his questions. Teisha motioned to adjourn meeting Jami 2<sup>nd</sup>. Meeting adjourned at 7:40.

Submitted by Anita Amack, District Clerk