

**Lakewood Homeowners Association – Austin, Texas**  
**Monthly Board of Directors Meeting Minutes**  
**December 1, 2025**

Board President Lee Rutledge called the meeting to order at 6:02 p.m. at the Lakewood Clubhouse. All board members were present: Lee Rutledge, Dave Brockman, John Harris, Shawn Jamail and Shasi Wilson. Property Manager Carol Wolf was present.

Guests were community members Beth Brooks, Nancy Budde, Pat Caffrey and Mark Fisette.

No potential conflicts of interest on agenda items were noted. Lee reviewed the rules of order for the meeting.

**Board Minutes**

The minutes of the November 17, 2025 meeting were approved by unanimous consent.

**Financial Report**

Treasurer Shasi Wilson presented the monthly financial report. The 2026 budget for expenditures of \$336,000 includes \$20,000 for special projects. Dues for 2026 represent a 5% increase over that of 2025.

**Manager's Report (Carol Wolf)**

Carol gave an update of street work tentatively scheduled for December 10, 11 and 12, weather permitting. The seal coating project requires three consecutive days with temperatures of at least 50 degrees before the start.

**Consideration of Open Issues (Unfinished Business)**

Street work notification: Residents of the aforementioned street project should be notified via door-to-door flyers (and possibly car windshields) and signs at street entrances. Vehicles must be removed 24 hours before work begins. The streets are Gardenridge Hollow, Dogwood Hollow, Turkey Hollow and Winecup Hollow.

Security/camera system: Contract negotiation continues with the vendor. Still needed are a written list of warranty coverage, a pricing quote for replacement of non-working cameras and clearer explanation of which cameras need replacement.

**Consideration of New Business**

Rules and policy changes regarding the pool, pets, parking, and tennis and sports courts were discussed.

The proposed new pool policy was approved with amendments stating that pets are not allowed in the pool enclosure and smoking and vaping are prohibited on Lakewood property. Shawn moved to approve the policy as amended. John seconded. Motion passed.

The proposed new parking policy was discussed and still requires revisions before approval.

The proposed pet policy has been amended to require dogs be leashed on its owners' property as well as in common areas and owners must pick up dog waste. Shawn moved approval as amended, John seconded and motion carried.

The proposed new tennis and sport courts policy was discussed and still requires revisions before approval.

The annual meeting was scheduled for 6 p.m. February 2 at the Lakewood Clubhouse. The annual meeting portion will be held first, followed by the regular monthly board meeting.

### **Opportunity for Homeowner Comment**

Nancy Budde discussed a possible refresh of the community liaison project. The first task will be to contact potential residents based on their previous interest.

### **Adjournment and Closed Executive Session**

The open session was adjourned at 7:28 p.m.

The board entered closed executive session to discuss homeowner violations, advice from legal counsel and plans for the board Nominating Committee that will propose board candidates for 2026. The executive session ended at 7:51 p.m., and the meeting was adjourned.

--Submitted by John Harris