

Minutes of the Meeting

The Parkwood Terrace Improvement Association, Inc.
NOVEMBER 3, 2025 | 6:30PM | BAKER, LA
Virtual Meeting (Zoom)

Meeting Details

Call to Order – Regular Meeting

The meeting was called to order by President Cynthia D. Miller at 6:33pm. Members Present: Cynthia D. Miller, Johnye McQuarter, Vallory Hills, Tasha Elbert-McClain, Deborah Anderson, Eddie Young, and Cherryl Montgomery.

Invocation - Johnye McQuarter

Approval of Agenda

It was moved by Johnye McQuarter to approve the Agenda as presented. Seconded by Elouise Thomas. **Motion Passed.**

Approval of Minutes

It was moved by Johnye McQuarter to approve the minutes from October 6, 2025. Seconded by Tasha Elbert-McClain. **Motion Passed.**

Special Report – BREC Maintenance Update

Dr. Brian Watkins, Assistant Director/Park Operations, briefed residents on the maintenance initiatives of properties located on the west side of Ector Drive that is adjacent to the BREC Park. Timothy Newton, Manager at Greenwood Park was in attendance as well.

- Bottomland Contracting Services has been contracted to do the work; this company was awarded the bid. Clearing will take place:
 - From Tony Lacour's property to the Montgomery property
 - The Anderson's property – cut back 25-50 feet
- Low Spots will be filled, water will not settle
- Going forward this area will go on a cutting rotation to keep a buffer there
 - A 7-day rotation to include edging, spraying for insects and weeds, spraying along the fence at the Zoo's railroad tracks, this should help control the critters and insects
- All trees on the Zoo side will remain
- Any work that has to be done must go through the bid process if it is over a certain amount

Dr. Watkins stated that he and the BREC Staff knows the importance of being good neighbors and appreciated the opportunity to speak to the residents. President Miller and other residents thanked Dr. Watkins for the update and speaking to our community.

After the BREC report concluded Eddie Young asked the PTIA body if there was an update about an Emergency Exit from Parkwood Terrace Subdivision through the Park area to Highway 19. Vallory Hills will ask Mayor Darnell Waites to make inquiries with the Interim Superintendent of BREC.

Agenda Items for Discussion/Action

Correspondence – Vallory S. Hills (None)

Old Business

1. Lavey Lane Project – Cynthia D. Miller

President Miller received a call one of the Mayor's representatives. The steep incline at the subdivision entrance has been modified. The work on the entrance is completed. After the completion of the entire upgrade of Lavey Lane, bids will go out for sidewalk construction. There was concern with speeders on Lavey Lane and the sidewalks. Mayor Waites informed Vallory that when the City of Baker takes over Lavey Lane, the speed will be reduced from 30 to 35 mph and make it safe for walkers and bike riders...similar to that of Government Street. Groom Road will have the same look.

2. Juneteenth Celebration Venue/Funding – Cynthia D. Miller

BREC Waterfront officials told Vallory that the building is not available during the month of June. The Juneteenth event has been locked in at the Baker Municipal Building. The cost is \$1,200 (which includes set-up and break-down). Funding for this event is contingent upon the Crime Prevention District paying all fees for landscaping and maintenance their budget. The Commissioners will meet mid-November and make a decision. An update will be given at the January 5, 2026 meeting.

New Business

1. CD's for PTIA – Tasha Elbert-McClain

Certificates of Deposit (CDs) rates were looked into to help us to generate additional funding for PTIA. Rates at Chase Bank were low. Tasha will review rates at Federal Credit Unions (Exxon and Neighbors).

It was moved by Johny McQuarter that the PTIA body give Tasha Elbert-McClain permission to move a maximum of \$10,000 from PTIA's Savings Account and place into multiple CDs in order to generate additional funds for the association, with the final CD rates being approved by the Executive Board. Seconded by Tasha Elbert-McClain. **Motion Passed.**

2. Advertising at Website – Vallory S. Hills

(Discussed under Line-Item: Committee Reports)

3. Crime Prevention – Jerri Booker

A Special Call Meeting of the Crime Prevention District will be held on Tuesday, November 18, 2025 in person at the Zachary Branch Library, and via Zoom at 6:30 p.m.

4. New Homeowners/Residents – Cynthia D. Miller

We have two new homeowners: Robbie Andrews acquired the home at 13824 Alba Drive. John Jackson acquired the home at 13818 Brantley (in between the Ellis' and Trini Gibson)...this home we were told, will be occupied by renters. Mr. Jackson lives in Montana.

5. Committee Reports

- a. Financial Report – Tasha Elbert McClain

The Financial Report was delayed due to the Special Report from BREC Officials. It will be submitted at the January 2026 meeting.

- b. ACC/Compliance – Eddie Young / Vallory S. Hills

Eddie Young congratulated Lenard and Bettie Knighton on Hico, for being named the Best Yard in Baker Contest for District 1. Voting for the Overall Best Yard in Baker is November 1-4th. Residents were encouraged to check emails for the link to vote. There was no limit on the number of times one could vote.

The Fall Neighborhood Canvassing has closed. We await a response from the City of Baker Code Enforcement Officer on a few violations. Once it gets to that level it is out of our hands. We try to call residents first, followed by a letter. When we don't get a reply that is when we contact the Code Enforcement Officer. We try to make sure everyone is compliant. When you see something that has the appearance of not being addressed, know that our committees are well aware of what is going on.

A few residents will receive a friendly phone call to bring attention to the exterior maintenance of their homes. We continue to have neighbors who are in need of financial assistance in the upkeep of their property. If any of you can volunteer for some of these maintenance issues contact Eddie or Vallory.

President Miller thanked Eddie and his committee for their hard work and dedication to ensuring our property values are maintained.

- c. Hospitality – Elouise Thomas

Judy London's mother passed away (Judy lives on London Drive). Jesse Taylor (Alba Drive) passed away. Calvin Thierry, a former resident, also passed away. Funeral arrangements for Jesse Taylor and Calvin Thierry will be sent via email to all residents.

Elouise welcomed Mr. Robbie Andrews to the neighborhood (Brantley Drive).

- d. Newsletter/Website – Vallory S. Hills

The Fall Pipeline was posted at the Website October 1st. It features our Veterans and has tips for a Fall Interior purge check list and Fall Exterior maintenance of your home.

Vallory was asked at our last meeting to look into having vendors advertise at our Website in order to generate additional funds for PTIA. There were 435 "traffic hits" at the website for October. This number amounts to our residents using the website; not much outside "traffic." Vallory shared the Web Ad Rates that she drafted for vendors.

It was moved by Eddie Young to approve the Web Ad Rates as presented and for Vallory Hills to solicit several vendors to see if there is an interest in advertising with PTIA. Seconded by Tasha Elbert-McClain. **Motion Passed.**

- e. Street Captains – Vallory S. Hills (No Report)

6. State of Baker Reports (District #1)

a. Councilman, Dr. Charles Vincent

- Eventually the State will do 2 turn-lanes on Hwy 19; one at the Zoo, the other one at Rafe Meyer Road; no timeline on that
- Council Meeting will be held on Monday, Nov 10th at 6pm

b. Baker School Board Member – Linda B. Perkins (No Report)

7. Announcements

- President Miller offered a salute to our Veterans and thanked them for their service. She asked if any of the new homeowners were Veterans. Elouise will take a look at their Homeowner Information Forms to see if they indicated such.

8. Other

- Veronica Howard Sizer reminded everyone of the Elvin Howard Sr. Pancreatic Cancer Advocacy Foundation 5K Run (Saturday, November 8th) and (Friday, November 14th), the 9th Annual Fundraiser for the Elvin Howard Sr. Pancreatic Cancer Advocacy Foundation will take place. Your support is welcome. Veronica shared several of the most ignored warning signs of Cancer.
- Regular Crime Prevention District Meeting will be held Monday, December 1, 2025 in person at the Baker Branch Library and via Zoom at 6:30 p.m.
- Doze Butler asked about the no-turn lights at Hwy 19 and the Zoo. Johney McQuarter stated that there will be turning lanes; not sure what Phase the Zoo will implement that.
- Bettie Knighton thanked neighbors for their votes! She will let us know the outcome, who won the Overall Best Yard in Baker!

President Miller Extended

Happy Thanksgiving! Merry Christmas and Happy New Year To All!

Next Meeting Date: January 5, 2025

It was moved by Johney McQuarter to adjourn the meeting. Seconded by Doze Butler.
Meeting Adjourned at 7:53 p.m.

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