

**COMMUNITY IMPROVEMENT ASSOCIATION OF LAKE CONROE HILLS**

**BOARD OF DIRECTORS MEETING  
MINUTES**

**Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
December 17, 2019**

**Executive Session 6:30pm – 7:00pm.**

**Held at Lake Conroe Hills Community Center**

The Executive Session was opened at 6:30pm by President, Edward Shelton

**Executive Session Topics:**

Legal Opinion, Collections Report, Property Inspection Report

**The HOA Meeting was opened at 7:02pm by President, Edward Shelton**

**Establishment of Quorum:**

**Edward Shelton –President of Home Owners’ Association – Present**

**Holly DeVerts, Secretary - Present**

**Dickie Hurst – Absent**

**John Patula – Present**

**Troy Barta – Present**

**Sarah Blaskey – Absent**

**Jennifer Stanley – ACMG – Present**

**Guests:**

(Sign In Sheet)

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**HOA Meeting:**

**Election of HOA and Board of Directors – Unopposed Nominees**

**Candidate Nominees**

**HOA President (1 Year Term):**

**Nomination: Ed Shelton**

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**HOA Vice President (1 Year Term):  
Nomination: Jeremy Royster**

**HOA Recording Secretary (1 Year Term):**

**Nomination: Lahana Gwosdz**

**HOA Treasurer (1 Year Term):**

**Nominees: N/A**

**Board Positions (3 Year Term):**

**Nomination: Sarah Blaskey  
Don Beckham**

**Motion:** Troy Barta made a motion to elect the unopposed nominees for the HOA and Board of Directors as listed above.

**Second:** John Patula seconds the motion.

**Carried:** The motion was carried.

**New Business:**

**Discussion:** Generator being run for construction on Lazy Lane – correspondence sent – Builder notified.

**Adjourned HOA Meeting 7:26pm**

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The Board of Directors Meeting was opened at 7:26pm by President, Edward Shelton

### Establishment of Quorum:

**Edward Shelton –President of Home Owners’ Association – Present**

**Dickie Hurst – Absent**

**John Patula – Present**

**Troy Barta – Present**

**Sarah Blaskey – Absent**

**Holly DeVerts - Present**

**Jennifer Stanley – ACMG – Present**

### Guests:

(Sign In Sheet)

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### Board Meeting Minutes: November 12, 2019

**Motion:** John Patula made a motion to approve and waive the reading of the November 12, 2019 Board Meeting Minutes.

**Second:** Troy Barta seconds the motion.

**Carried:** The motion was carried.

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### Financials: November 2019

**Discussion:** The Board reviewed the November 2019 Financial Reports. Operating Account: \$143,691 Reserve Account: \$101,624, Lot Sale Proceeds \$23,452 ACC Deposit Account \$6,200 Total: \$131,265 Collections for 2019-2020 are at 74.34%.

**Motion:** Troy Barta made a motion to approve the November 2019 Financials as presented.

**Second:** John Patula seconds the motion.

**Carried:** The motion was carried.

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### Old Business:

### Community Priority Projects:

#### Project List:

1. ~~Dock Repairs, Boat Ramp Repairs~~
2. ~~Painting of Bollards~~
3. Buoys: Sunset Park/Boat Ramp – Deliver to Sarah Blaskey – On Order
4. Boat Ramp Repairs (Woodwork, Stairs, Ramps)
5. Community Center Updates
6. Signage – Marquis
7. Community Center (Additional Gutters)
8. Sports Park Improvements

#### Capital Improvement Projects:

1. Boat Ramp Repairs – Concrete Repairs
2. Access Control & Parking at Sunset Park – Budget
3. Street Light – Survey for Additional

**Discussion:** Buoys – Dockside Boat Lifts to install 4 Buoys Sunset Park/Boat Ramp. Buoys have been ordered from Overton's. Troy Barta and Jeremy Royster will coordinate with Dockside Boat Lifts and SJRA on placement for Permit.

**Boat Ramp Repairs** – stairs loose/exposed nails/large object on left boat ramp – Working – Troy Barta.

#### Sports Park – Towing Signs:

**Discussion:** Troy Barta will order post and install Tow Signs.

#### Committee Reports:

**Communications:** N/A

**Architectural Control:** Approvals: 5 New Constructions.

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### Security Report:

November 2019

Stop Signs, Speeding, Civil Disturbances, Vacation Watch, Suspicious Person in Park, Personal Parking Issues. 1 break-in company truck. Suspicious activity – contact Montgomery County Sheriffs – Non-Emergency number.

### Neighborhood Watch:

### Social:

### 2019/2020 Calendar: Need Volunteers (30 Days in advance of the Event)

~~Easter Event ————— April 13, 2019 1:00 — 3:00pm (Ed Shelton)~~  
~~July 4<sup>th</sup> Event ————— Breanne Hearn – Volunteer~~  
~~Halloween Event ————— Saturday, October 19, 2019 — Need Volunteers to help set up~~  
~~Christmas Event ————— Saturday, December 7, 2019 Breanne Hearn – Volunteer~~  
~~Breakfast w/Santa (9am-11am), Craft Vendors (11am-4pm),~~  
~~Food Drive/Toy Drive~~

**Discussion:** Success of Market with outside vendors – hold twice a year.

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### Maintenance:

### Community Center:

**Discussion:** Exterior lights out (2 lanterns/drive -thru light) 3 canister lights out inside. Cable install for field (rentals) – Ed & Troy. Free up storage – file cabinets/metal chairs in attic – community garage sale. Purchase A/C filters – change out 30 days – John Patula.

### Duckling Park:

**Discussion:** Planting grass for muddy areas - Hold

### Boat Ramp:

**Discussion:** Electrical bid – to repair lighting and boxes – New bid needed. Sarah Blaskey will meet with contractor – when scheduled. County contacted to discuss drainage/culverts at road way for additional parking.

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### **Sunset Park:**

**Discussion:** Planting grass for muddy areas – Hold. Signage for Sunset Park – Guest verbiage – suggestions.

### **Mowing:**

**Discussion:** N/A

### **New Business:**

### **Boat Ramp Parking:**

**Discussion:** Signage/stall marking for individual parking spaces. Volunteer – sticker enforcement. Expanding parking at Boat Ramp. Lots For Sale that could be utilized for additional parking. Sign on Launch – replace. SJRA – proposal to lower level – Owners get involved.

### **Community Center Rentals:**

**Discussion:** The Board will divide out months to check the Community Center after rentals for the return of the Refundable Deposit. Keeping supplies handy for renters – extra garbage bag liners in containers.

**January 2019—Dwight Johnson**

**February 2019—Dickie Hurst**

**March 2019—Ed Shelton**

**April 2019—Ed Shelton**

**May 2019—Dickie Hurst**

**June 2019—Dennis Taylor**

**July 2019—John Patula**

**August 2019—Troy Barta**

**September 2019—Troy Barta**

**October 2019—John Patula**

**November 2019—Holly DeVerts**

**December 2019—Sarah Blaskey**

**8:04pm Adjourn the Board of Directors**

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**Next HOA and Board Meeting:** Tuesday, January 7, 2020 – Elections @ 6:30pm – Executive Session, 7:00pm – HOA and Board of Directors Meeting

Submitted by Jennifer Stanley, January 7, 2020.

Approved