

**COMMUNITY IMPROVEMENT ASSOCIATION OF LAKE CONROE HILLS**

**BOARD OF DIRECTORS & HOA MEETING  
MINUTES**

**Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
June 9, 2020**

**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 7:00pm by President, Edward Shelton**

**Establishment of Quorum:**

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

**Jeremy Royster – Vice President – Present**

**Lahana Gwosdz, Secretary - Present**

**Holly DeVerts, BOD Director - Present**

**John Patula, BOD Director – Present**

**Troy Barta, BOD Director – Present**

**Sarah Blaskey, BOD Director – Present**

**Don Beckham, BOD Director - Present**

**Jennifer Stanley – ACMG – Present**

**Guests:**

(Sign In Sheet)

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**HOA Meeting:**

**New Business:**

**Kendall Homes –**

**Discussion:** Sales Trailer and Model Home at Moon Road. Kendall Homes will have the unapproved Sales Trailer removed within 2 weeks and will schedule an additional meeting to discuss their denied request to open a model home in that location.

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**Mr. Kohler –**

Written Request – Handicap access for Boat Ramp Area. Parks Committee will meet with Mr. Kohler.

**Security Patrol –**

**Discussion:** Developing Scope of Work for Patrol Officers

**Adjourned HOA Meeting 7:21pm.**

Approved

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The Board of Directors Meeting was opened at 7:21pm by President, Edward Shelton

### Establishment of Quorum:

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

**Jeremy Royster – Vice President – Present**

**Lahana Gwosdz, Secretary - Present**

**Holly DeVerts, BOD Director - Present**

**John Patula, BOD Director – Present**

**Troy Barta, BOD Director – Present**

**Sarah Blaskey, BOD Director – Present**

**Don Beckham, BOD Director – Present**

**Jennifer Stanley – ACMG – Present**

### Guests:

(Sign In Sheet)

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### Board Meeting Minutes:

**Motion:** Don Beckham made a motion to approve the March 10, 2020 Board Meeting Minutes.

**Second:** Sarah Blaskey seconds the motion.

**Carried:** The motion was carried.

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### Financials: May 2020

**Discussion:** The Board reviewed the May 2020 Financial Reports. Operating Account: \$94,987 Reserve Account: \$100,000 Reserve Savings; Maint. & Repair Fund \$16,007 Capital Improvement \$23,452; ACC Deposit Account \$1,500 Total: \$140,959 Collections for 2019-2020 are at 87.6%.

**Motion:** Sarah Blaskey made a motion to approve the May 2020 Financial Reports as presented.

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

**Carried:** The motion was carried.

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The Board reviewed a Draft 20-21 Budget.

**Motion:** Sarah Blaskey made a motion to increase the 2020-2021 Annual Dues by 10% - \$215.60 Per Lot.  
**Second:** Holly DeVerts seconds the motion.  
**Carried:** The motion was carried – 3 In Favor, 1 Against

### Annual Mail Out:

2020-2021 Annual Dues Statements  
4 Payment Coupon  
Community Update Form  
Website – Register Email Address  
Reminders  
Key Exchange  
Events

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### Management Report:

#### Code Enforcement Report - June 2020

Yard Maintenance	22
Storage Items	4
Fence Repairs	1

#### Architectural Control Report – May/June 2020 - Submittals

New Construction	1
Improvements	5

#### Security Report – May/June 2020 – Submittals

Speeding	15
Ridgecrest/Lazy Lane/Skyline	
Stop Signs	11
Impeding Traffic	1

Parks Patrol - Occupancy

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### Old Business:

### Community Priority Projects:

#### Project List:

1. Boat Ramp Repairs (Woodwork, Loose Nails)
2. Community Center (Additional Gutters)
3. Community Center Updates
4. Signage – Marquis
5. Sports Park Improvements

#### Capital Improvement Projects:

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

### Committee Assignments & OPM:

**Architectural Control Committee:** Edward Shelton, Sarah Blaskey, Don Beckham

**Security Committee:** Troy Barta, Chuck Ebert, Ron Pickering

**Social Committee:** Sarah Blaskey, Breanne Hearne, Heather Terhune

**Mowing Committee:** Holly DeVerts, Troy Barta

**Community Center Committee:** John Patula

#### Parks Committee:

**Sunset Park/Boat Ramp Committee:** Troy Barta, Jeremy Royster

**Duckling Park Committee:** Troy Barta, Jeremy Royster

**Josey Sports Park Committee:** Lahana Gwosdz

**Marquis Maintenance:** Lahana Gwosdz

**Communications:** Holly DeVerts

### Social:

### 2020 Calendar:

**July 4<sup>th</sup> Event:** Saturday, July 4, 2020

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### Maintenance and Repairs:

#### Community Center:

**Discussion:** The Board reviewed updated Gutters bids – Troy Barta

**Motion:** Troy Barta made a motion to approve the bid from Stephens Painting & Gutters for \$1,785.

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

**Carried:** The motion was carried.

#### Boat Ramp:

**Discussion:** Future Ramp repairs. Jeremy/Troy working on Sunset Park Proposal to increase parking with designated (15-18 spaces total – currently 8 spaces). Work Days for volunteers.

#### Park Passes:

**Discussion:** Access Control – Park Passes/Guest Passes Options

### 8:26pm Adjourn the Board of Directors into Executive Session:

**Executive Session Topics:** Collection Accounts, Code Enforcement, Architectural Control Submittals, Legal Opinion, Owner Requests to Meet with Board.

### 8:40pm Adjourn Executive Session into Board of Directors Meeting:

**Motion:** Sarah Blaskey made a motion to uphold 1 Owner/Households suspension from Community Amenities until March 2021.

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

**Carried:** The motion was carried.

**Motion:** Don Beckham made a motion to hold on further collection cases with the Attorney.

**Second:** Sarah Blaskey seconds the motion.

**Carried:** The motion was carried.

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**Next HOA and Board Meeting:** Tuesday, July 14, 2020 /6:30pm – Executive Session, 7:00pm  
– HOA and Board of Directors Meeting – Key Exchange

**8:45pm Adjourn Board of Directors Meeting:**

Submitted by Jennifer Stanley, July 14, 2020.

Approved