

COMMUNITY IMPROVEMENT ASSOCIATION OF LAKE CONROE HILLS, INC.

**HOA & Board of Directors Meeting
Minutes
Lake Conroe Hills Community Center
13621 Lake Breeze Lane
Willis, TX 77318
April 13, 2021**

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

Vacant Position, HOA Vice President

Lahanna Gwosdz, HOA Secretary – Present

Denise Smith, HOA Treasurer - Present

Holly DeVerts, BOD Director - Present

Troy Barta, BOD Director – Present

Sarah Blaskey, BOD Director – Present

Don Beckham, BOD Director – Present

Allen Touchet, BOD Director - Present

Jennifer Stanley, Owner – Amity Community Management Group, LLC – Present

Guests:

(Sign in Sheet)

HOA Meeting:

New Business: N/A

Adjourned HOA Meeting 7:01pm.

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The Board of Directors Meeting was opened at 7:01pm by President, Edward Shelton

Establishment of Quorum:

Edward Shelton –President of Home Owners’ Association – Present
Holly DeVerts, BOD Director - Present
Allen Touchet, BOD Director – Present
Troy Barta, BOD Director – Present
Sarah Blaskey, BOD Director – Present
Don Beckham, BOD Director – Present

Jennifer Stanley, Owner – Amity Community Management Group, LLC – Present

Guests:

(Sign in Sheet)

HOA and Board of Directors Meeting Minutes: March 9, 2021

Don Beckham moved to waive the reading of the Minutes from the March 9, 2021 HOA and Board of Directors Meetings and approve with corrections, second by Allen Touchet, Passed unopposed.

Troy Barta moved to approve the Minutes from the April 13, 2021 HOA and Board of Directors Meetings, second by Don Beckham, Passed unopposed.

Financials: March 2021

Discussion: The Board reviewed the March 2021 Financial Reports. Operating Account: \$57,855 Reserve Account: \$100,000 Reserve Savings; Capital Improvement \$59,459; Maint. & Repair Fund \$46,300 Swim Dock & Boat Ramp Project \$37,614; ACC Deposit Account \$1,200 Total: \$244,573 Collections Rate 2020-2021 Annual Maintenance Dues – 82.87%.

Treasurers Report (Attached):

Discussion: Recommendations and Procedures for action on Aged Receivables including the filing of Liens to secure payment.

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Don Beckham moved to approve the sending out of Certified Collection Letters with intent to file Liens, on all delinquent accounts Aged prior to January 1, 2021, second by Allen Touchet, Passed unopposed.

Sarah Blaskey moved to approve the sending out of Certified Collection Letters with intent to file Liens, on all delinquent accounts annually in January, second by Troy Barta, Passed unopposed.

Architectural Control Report – March 2021 - Submittals

New Construction 1
Improvements 2

Discussion: House being built adjacent to Sunset Park – fencing to match other adjacent property.

Old Business:

Community Priority Projects:

Project List:

1. Jetty at Swim Area –Remove Rail – **Troy Barta & Allen Touchet (May)**
2. Swim Area New Stairs (2) – **Bid with Repairs**
3. Sunset Park –**Light Strip Install, Security Light - Entergy**
4. Community Center Updates – Tachus Residential Rates Offered – **Don Beckham**
 - a. **\$100 Install; \$90 a Month each location - HOLD**
5. Marquis
 - a. Landscape Improvements – **Lahanna Gwosdz**
 - i. Water Meter (1097/Moon Rd) – **Expenses – Tap Fees**
 - b. Signage – **Design Needed**
6. Sports Park Improvements – Project Specifications
 - a. Bus Stop
 - b. Lighting for Sports Court – Entergy Survey – **Pricing Reviewed**
 - i. **Infrastructure Support Entergy**
 1. **Josey Park Driveway/Parking Lot \$6,500**
 2. **Josey Park Tennis/Basketball Court \$7,500**
 - ii. **Pole Pricing**
 1. **1000W LED Flood Rate \$24.42/E**

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- 2. 400W LED Flood Rate \$18.99/E**
- 3. 35ft. Wooden Pole Rate \$7.67/E**

- c. Resurfacing Courts - Bid
- d. Windscreen – Lahanna Gwosdz – Bid

Capital Improvement Projects:

- 1. Swim Dock & Boat Ramp
 - a. Gazebo & Walkway – **Solicit Bids – Need Specs for Project**
 - b. Boat Ramp – Concrete Repair – **Bid for Fall 2021**

Committee Assignments & OPM:

Finance Committee: Denise Smith, Don Beckham; Allen Touchet

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

Communications: Holly DeVerts

Community Center Committee: Holly DeVerts, Troy Barta

Plumber repaired women's lavatory, locksmith repaired front door, landscaping replenishment from storm.

Marquis Maintenance: Lahanna Gwosdz

Mowing Committee: Holly DeVerts

Parks Committee:

Duckling Park Committee: Troy Barta, Sarah, Blaskey, Edward Shelton

Josey Sports Park Committee: Lahanna Gwosdz, Troy Barta, Edward Shelton

Sunset Park/Boat Ramp Committee: Troy Barta, Sarah, Blaskey, Edward Shelton

Work Day – spread renaming mulch, continue parking spaces

Security Committee: Troy Barta, Chuck Ebert, Edward Shelton

Social Committee: Sarah Blaskey, Lahanna Gwosdz

Social:

2021 Calendar: **Need Volunteers (30 Days in advance of the Event)**

July 4 Event - Include Flyer with Annual Maintenance Fee Invoices

Security Committee:

Discussion: Time clock broken – Purchased - Edward Shelton gave the Security Report. Options for patrolling coverage.

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Bylaw Discussion: Fiscal Year & Elections – should be held at end of June (Fiscal Year). Elections for current positions will be re-held in June to coincide with the Bylaws. Future Bylaw Amendments – workshop for cleaning up verbiage.

New Business:

May 11, 2021 – HOA Meeting – Nominations HOA/BOD

8:35pm Adjourned Board of Directors Meeting

Next HOA and Board of Directors Meeting:

Tuesday, May 11, 2021 – Nominations for HOA/BOD Positions

6:30pm – Executive Session Board of Directors, 7:00pm – HOA and Board of Directors Meeting

Submitted by Jennifer Stanley, May 11, 2021.