

**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**

**June 8, 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 – Absent**

**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:**

Lee Wilder – Discussion on alligator seen on the Bunker Hill Canal/1097 Bridge/Point Aquarius.  
Would like to have the Association take action/post signs & warnings/contact Game Warden.

Jeffrey Johnson – works for Precinct 1, cost involved to trap is approx. \$1,000.00.

**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**

**June 8, 2021**

Boat Launch – boulder on edge of left ramp owner would like to investigate volunteering to remove.

**Unopposed Nominees**

HOA President:	Edward Shelton
HOA Vice President:	Charles Ebert
HOA Secretary:	Lahanna Gwosdz
HOA Treasurer:	Denise Smith

BOD Member 1:	Holly DeVerts
BOD Member 2:	Allen Touchet

***Don Beckham moved to elect the unopposed Nominees to the HOA and Board of Directors, second by Holly DeVerts, Passed unopposed.***

**Adjourned HOA Meeting 7:19pm.**

**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**

**June 8, 2021**

The Board of Directors Meeting was opened at 7:19pm 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: May 11, 2021 – HOA/BOD Meeting and May 18, 2021 – Special Call Community Park Passes**

*Don Beckham moved to waive the reading of Minutes from May 11, 2021 HOA/Board of Directors Meetings and the May 18, 2021 Special Call Community Park Passes; second by Holly DeVerts, Passed unopposed.*

*Don Beckham moved to approve the Minutes from May 11, 2021 HOA/Board of Directors Meetings and the May 18, 2021 Special Call Community Park Passes; second by Holly DeVerts, Passed unopposed.*

---

**Financials: May 2021**

**Discussion:** The Board reviewed the May 2021 Financial Reports. Operating Account: \$63,288 Reserve Account: \$100,000 Reserve Savings; Capital Improvement \$59,459; Maint. & Repair Fund \$46,305 Swim Dock & Boat Ramp Project \$37,614; ACC Deposit Account \$1,200 Total: \$244,584 Collections Rate 2020-2021 Annual Maintenance Dues – 86.26%.

**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**

**June 8, 2021**

**Treasurers Report (Attached):**

***Troy Barta moved to approve the Financials as presented, second by Holly DeVerts, Passed unopposed.***

**Budget Proposal 2021-2022**

Finance Committee has reviewed past budget data, proposed a 15% Allowance for Uncollectable Dues and proposed a balanced Budget for 2021-2022. Liens will be filed on Aged Receivables Accounts.

**Discussion:** The Board and the Membership reviewed the proposed Operating Budget for 2021-2022 and answered questions and reviewed budget categories.

***Sarah Blaskey moved to accept the proposed 2021-2022 Operating as presented, second by Troy Barta, Passed unopposed.***

**Discussion:** Troy Barta spoke about the numerous projects facing the community and funding them by way of increasing the 2021-2022 Dues by the maximum amount of 10%. Allen Touchet spoke about the historic data of increasing expenses and stagnate increasing dues. Don Beckham spoke about not increasing the existing dues, but to continue to reduce administrative expenses. Chuck Ebert spoke about holding an Annual Community Project Day. Volunteer Project lists.

***Troy Barta moved to increase the 2021-2022 Annual Maintenance Dues by 10% from \$215.60 to \$237.16 per Lot., second by Sarah Blaskey, 4 in Favor, Don Beckham opposed, Passed.***

---

**Architectural Control Report – May 2021 - Submittals**

New Construction	3
Improvements	3

---

**Old Business:**

**Community Priority Projects:**

**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**

**June 8, 2021**

**Project List:**

1. Swim Area New Stairs (2) – **Bid with Repairs**
2. Sunset Park –**Light Strip Install, Security Light - Entergy**
3. Community Center Updates – Tachus Residential Rates Offered – **Don Beckham**
  - a. **\$100 Install; \$90 a Month each location - HOLD**
4. Marquis
  - a. Landscape Improvements – **Lahanna Gwosdz**
    - i. Water Meter (1097/Moon Rd) – **Expenses – Tap Fees**
  - b. Signage – **Design Needed**
5. 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**
      2. **400W LED Flood Rate** **\$18.99/E**
      3. **35ft. Wooden Pole Rate** **\$7.67/E**
  - c. Resurfacing Courts - Bids
  - 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**

**Discussion:** Edward Shelton spoke about performing safety repairs only at the Boat Ramp at this time due to material costs and delaying a major project for at least a year.

*Don Beckham moved to purchase cost effective signage for the Boat Ramp and Sunset Park to warn that alligators have been seen/Swim at your own risk, second by Sarah Blaskey, Passed unopposed.*

*Don Beckham moved to change to the Security Patrol services to a company that better meets the Board's expectations, second by Sarah Blaskey, Passed unopposed.*

**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**

**June 8, 2021**

**Discussion:** The Board has interviewed both the Constable's Office and the Sheriff's Department to discuss their patrol services. Jeffrey Johnson with Precinct 1 will investigate mobile speed enforcement unit.

*Troy Barta moved to spend up to \$1,600 to have the Community Center pressure washed before the 4<sup>th</sup> of July Event, second by Sarah Blaskey, Passed unopposed.*

**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

**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

**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

**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:** N/A

---

**9:00pm Adjourned Board of Directors Meeting**

**Next HOA and Board of Directors Meeting:**

**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**

**June 8, 2021**

Tuesday, July 13, 2021

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

Submitted by Jennifer Stanley, July 13, 2021.

Approved