

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**

August 10, 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 – Absent
Don Beckham, BOD Director – Absent
Allen Touchet, BOD Director - Absent

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

Guests:

(Sign in Sheet)

HOA Meeting:

New Business:

Security Patrol – Deputy Riley Zeph

Discussion: New Patrol Officer

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Observations: Open Garage Doors, Cell Phone for Owners to be able to contact, Entrance/Boat Ramp Cameras (Flock cameras about \$2,500 per camera per year), investigations into vehicle break-ins (unlocked), schedule recommendations: 2 days back-to-back during the week (4hrs), weekend coverage 2 days (6hrs), rotate hours (15-20 hours a week rolling schedule). Radar stands.

Owners Forum:

Tennis Court Keys – Tennis Court Keys are a separate key from the Boat Ramp Keys. Additional keys need to be ordered. Options - \$275 to change cylinder to match the Boat Ramp Keys. Keeping a separate Tennis Court Key to protect against vandalism.

Approved - Purchase 25 more existing Tennis Court Keys.

Sunset Park – Park items: Someone to check everyone's wrist bands/enforce hours. Maintenance for swim stairs – meeting with Boat Lift Co. Thursday 1:00pm, remove failed railing.

Adjourned HOA Meeting 7:55pm.

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The Board of Directors Meeting was opened at 8:00pm by President, Edward Shelton

Establishment of Quorum:

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

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

Guests:

(Sign in Sheet)

HOA and Board of Directors Meeting Minutes: July 13, 2021 – HOA/BOD Meeting

Troy Barta moved to waive the reading of Minutes from the July 13, 2021 HOA/Board of Directors Meetings and accept them as written; second by Holly DeVerts, Passed unopposed.

Financials: July 2021

Discussion: The Board reviewed the July 2021 Financial Reports. Operating Account: \$145,315 Reserve Account: \$100,000 Reserve Savings; Capital Improvement \$63,169; Maint. & Repair Fund \$48,789 Swim Dock & Boat Ramp Project \$41,389; ACC Deposit Account \$900 Total: \$254,254 Collections Rate 2021-2022 Annual Maintenance Dues – 56.81%.

Discussion: Allocation of Sunset Park stair expense

Treasurers Report (Attached):

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

Halloween Event Award Winner (\$75) – Check address correct owner for re-issue – Completed – paid by ACMG

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Architectural Control Report – July 2021 - Submittals

New Construction 1

Old Business:

Community Priority Projects:

Project List:

1. Swim Area New Stairs (2) – **Ordered – The Boat Lift Co. 8/12/21 1pm**
2. Sunset Park –**Light Strip Install, Security Light – Entergy, Regular Pressure Washing Schedule**
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
6. Security Cameras – Common Areas/Entrances

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**

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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.

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, Edward Shelton

Social Committee: Edward Shelton, Heather Terhune, Breanna Hearn

Social: **Vendor Markets at Community Center** - Raising funds from events to fund Community Activities

Market Night – Big success! Hosting again in September & October, Parking attendants for next events.

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

Garage Sales – Spring/Fall

Bylaw Discussion: Future Bylaw Amendments – workshop for cleaning up verbiage.

New Business:

New HOA Legislation:

The Board reviewed the New Laws Affecting Property Owners Association – 87th Texas Legislative Session (Effective 9/1/21).

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Architectural Review Committee -A board member (or anyone in board member's household) may not serve on the ARC. New specific requirements for ARC denial letters. Owner may request denial appeal hearing, only for POAs with more than 40 lots.

The Board reviewed the names of Architectural Control Committee members:

Troy Barta moved to appoint Billy Capps, Sue Capps, Dewana Harding and Shannon Felder to the Architectural Control Committee, second by Holly DeVerts, Passed unopposed.

Pressure Washing Sunset Park – Dickey Hurst – owner that has pressure washed the common areas in the past will preform for \$250.00.

Troy Barta moved to approve \$250.00 to have Sunset Park pressure washed, second by Holly DeVerts, Passed unopposed.

8:39pm Adjourned Board of Directors Meeting

Next HOA and Board of Directors Meeting:

Tuesday, September 14, 2021

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

Submitted by Jennifer Stanley, September 14, 2021.