

**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 12, 2022**

**Held at Lake Conroe Hills Community Center**

The HOA Meeting was opened at 7:02pm 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 Pickering, 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)

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**HOA Meeting:**

**New Business:**

**Discussion:** Upcoming Easter Event

**Adjourned HOA Meeting 7:05pm.**

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The Board of Directors Meeting was opened at 7:05pm by President, Edward Shelton.

**Establishment of Quorum:**

**Edward Shelton –President of Home Owners’ Association – Present**  
**Holly Pickering, 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**

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**HOA and Board of Directors Meeting Minutes: March 8, 2022 – HOA/BOD Meeting**

*Don Beckham moved to waive the reading of the Minutes from the March 8, 2022  
HOA/Board of Directors Meetings, second Sarah Blaskey, Passed unopposed*

*Troy Barta moved to approve the March 8, 2022, second by Sarah Blaskey, Passed unopposed.*

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**Financials: March 2022**

**Discussion:** The Board reviewed the March Financial Reports. Operating Account: \$176,186; Social Committee Funds \$2,447; Reserve Account: \$100,000 Reserve Savings; Capital Improvemen\$61,797; Maint. & Repair Fund \$48,842 Swim Dock & Boat Ramp Project \$41,389; ACC Deposit Account \$900 Total: \$252,929 Collections Rate 2021-2022 Annual Maintenance Dues –83.68 %.

**Market Night Income Received: \$1,144.26**

*Holly Pickering moved to approve the March 2022 Financial Reports as presented, second by Sarah Blaskey, Passed unopposed.*

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**Old Business:**

**Community Priority Projects:**

**Project List:**

1. Sunset Park –**Light Strip Install, Security Light – Entergy, Regular Pressure Washing Schedule Bidding – Troy Barta**
2. Community Center Updates – Tachus Residential Rates Offered – **Don Beckham**
  - a. **\$100 Install; \$90 a Month each location – Tabled**
  - b. **Women’s Restroom Stall Repair – Troy Barta**
3. Marquis
  - a. Landscape Improvements – **Lahanna Gwosdz**
  - b. Signage – **Tabled**
4. Sports Park Improvements – Project Specifications
  - a. Bus Stop – Lights/Electricity are a Prerequisite
  - b. Lighting for Sports Court – Entergy Survey – **Tabled**
    - 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 **\$13,480 Bid**
  - d. Windscreen **\$685.22 Bid**
5. Security Cameras – Common Areas/Entrances - Lights/Electricity are a Prerequisite

**Capital Improvement Projects:**

1. Swim Dock & Boat Ramp
  - a. Gazebo & Walkway – **Soliciting Bids (Need 3 Bids for items over \$50,000 per State Laws)**
  - b. Boat Ramp – Concrete Repair – **Soliciting Bids**

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**Committee Assignments & OPM:**

**Finance Committee:** Denise Smith, Don Beckham; Allen Touchet

**Architectural Control Committee:** Bill Capps, Sue Capps, Shannon Felder

**Communications:** Holly Pickering

**Community Center Committee:** Holly Pickering, Troy Barta

**Marquis Maintenance:** Lahanna Gwosdz

**Mowing Committee:** Holly Pickering

**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, Breanna Hearn

**Sunset Park:**

**Discussion:** Lighting out at Park – safety/security issue (request to install light down by bulkhead – right side). Bids for repairing/redesigning boat dock/gazebo – 2 Bids received. Shannon Felder has offered to help obtain quotes. Parking Signs – limit parking at Parks to 4 hrs./no overnight parking at Boat Ramp parking.

**Community Center Painting:**

**Discussion:** The Board reviewed the Finance Committee's bid recommendation for painting of the interior of the Community Center \$4,640 labor/material.

*Sarah Blaskey made a motion to approve the painting bid for \$4,640, Troy Barta seconds the motion, passed unopposed.*

**ACC:**

Improvements            4            New Construction            2

**Architectural Control Builders Package Updates:**

**Discussion:** Proposed amendments to the Building Package

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**Security Committee:**

Officer Patrol (2) - Rotational Hours 8-16 hours a month. Time clock installed. Discussion to include neighboring subdivision for possible participation in Patrol expense.

**Discussion:** Having Security Officer text Committee when in the neighborhood – provide reports.

**Social Committee:**

**2022 Calendar:      Need Volunteers (30 Days in advance of the Event)**

<b>Easter Event</b>	<b>April 16, 2022</b>
<b>July 4<sup>th</sup></b>	<b>July 2, 2022</b>
<b>Halloween Event</b>	<b>October 22, 2022</b>
<b>Breakfast with Santa</b>	<b>December 17, 2022</b>

**Market Night Dates:**

**April 14, May 12, June 16, July 14, August 11, September 15, October 13, November 17, December 15**

**Market Night – Big success! Parking attendants for next events. Vendor Markets at Community Center -** Raising funds from events to fund Community Activities.

**Discussion:** Separate Bank Account established, email address for Market Nights link on website – Don Beckham set up. Breanna Hearn to set up Cleaning Service for the Friday morning after each Market Night – expensed from Social Committee funds. Interior cleaning, exterior grounds pick-up/washing off of hard surfaces.

**Volunteers Needed – Community Impact Group**

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**New Business:**

**Proposed Agreement w/ LCH MUD:**

**Discussion:** Draft Agreement from MUD for Board review – negotiating – MUD Meeting.

*Don Beckham moved to go forward with exchanging Reserve A with the MUD/LCH in the proposed Agreement for water service (6 locations \$1.00 per location) – must mitigate water waste, Allen Touchet seconds the motion, passed unopposed.*

**New HOA Legislation:**

The Board reviewed the New Laws Affecting Property Owners Association – 87<sup>th</sup> Texas Legislative Session (Effective 9/1/21). The Board will hold a Workshop to review the Draft Policies.

**Annual Meeting & Elections: 4 HOA Officer Positions, 2 Board of Director Positions**

May 10, 2022 Nominating Committee  
June 14, 2022 Nominees Due – Must Attend Meeting  
July 12, 2022 Annual Meeting & Elections

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**8:39pm Adjourned Board of Directors Meeting**

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

- May 10, 2022

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

Submitted by Jennifer Stanley, May 10, 2022