

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**

July 12, 2022

Held at Lake Conroe Hills Community Center

The HOA Meeting was opened at 7:00pm by President, Edward Shelton.

Establishment of Quorum:

Edward Shelton –President of Home Owners’ Association – Present
Chester Holden, HOA Vice President - Present
Lahanna Gwosdz, HOA Secretary – Present
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)

HOA Meeting:

New Business:

Swearing in of Officers and Board Members: 4 HOA Officer Positions, 2 Board of Director Positions – Holly Pickering.

Candidate Nominations:

| | |
|---------------------|----------------|
| HOA President: | Edward Shelton |
| HOA Vice President: | Chester Holden |
| HOA Secretary: | Lahanna Gwosdz |
| HOA Treasurer: | Denise Smith |

| | |
|---------------|---------------|
| BOD Member 1: | Don Beckham |
| BOD Member 2: | Sarah Blaskey |

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**

July 12, 2022

Open Forum:

Lazy Lane – Road Easement Lot – Adjoining Lot Owners issues with drainage/Lot over growth/Tree trimming & other drainage issues in the Community Chester Holden will head up project. HOA will have trees cleared on Road Easement Lot.

Adjourned HOA Meeting 7:03pm.

Approved

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**

July 12, 2022

The Board of Directors Meeting was opened at 7:03 pm 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

HOA and Board of Directors Meeting Minutes: June 14, 2022 – HOA/BOD Meeting

Don Beckham moved to approve the June 14, 2022 HOA/Board of Directors Meetings, second by Holly Pickering, Passed unopposed.

Financials: June 2022

Discussion: June Financial Reports. Operating Account: \$162,972; Social Committee Funds \$2,447; Reserve Account: \$100,000 Reserve Savings; Capital Improvement \$61,797; Maint. & Repair Fund \$48,853 Swim Dock & Boat Ramp Project \$41,389; ACC Deposit Account \$900 Total: \$252,939 Collections Rate 2021-2022 Annual Maintenance Dues –85.49%. Year End Summary – Attached.

The Membership reviewed the 2022-2023 Budget, Fiscal Year 7/1/2022-6/30/2023.

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**

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**

July 12, 2022

- 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 – **Bids Reviewed (Need 3 Bids for items over \$50,000 per State Laws)**
 - b. Boat Ramp – Concrete Repair – **Soliciting Bids**

Committee Assignments & OPM:

Committee Appointments: (Work under the Direction of the Board)

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

ACC Board Member Liaison: Don Beckham

Communications: Holly Pickering, Troy Barta

Community Center Committee: Holly Pickering, Troy Barta

Drainage Committee: Edward Shelton, Chester Holden

Finance Committee: Denise Smith, Allen Touchet, Don Beckham

Gardening Club: Edward Shelton, Chester Holden, Sue Capps

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**

July 12, 2022

Marquis Maintenance: Lahanna Gwosdz

Mowing Committee: Holly Pickering

Parks Committee:

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

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

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

Security Committee: Troy Barta, Edward Shelton

Social Committee: Edward Shelton, Breanna Hearn

Community Center:

Discussion: Window Broken – replaced. Blinds – need custom cut for other windows (4 or 5). Security Lights outside – Don Beckham & Troy Barta.

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. Later Hours in Summer months – more coverage.

Social Committee:

2022 Calendar: Need Volunteers (30 Days in advance of the Event) Zoom Monthly Meetings for Planning (1st Thursday).

| | |
|-----------------------------|--------------------------|
| Halloween Event | October 22, 2022 |
| Breakfast with Santa | December 17, 2022 |

Market Night Dates:

July 14, August 11, September 15, October 13, November 17, December 15

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**

July 12, 2022

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. T-Shirts for Volunteers – Market Night. (4) Fire Filing Cabinets – Selling/Auction at Market Night June 16 - \$50.00 – No Bids received. Don Beckham will purchase 4 for \$100.00. Contact Bank regarding Market Night – Social Committee Fund – not transmitting with Square Application. Having classes for the community scheduled throughout the year. Committee Zoom meetings/Committees for each Event/Volunteer signs/Newsletters/Website presence/Advertising page.

Marquis Maintenance: – Water Hook Up 3 New:

Discussion: Lake Conroe Hills/Moon Road Monuments, Josey Park – Lahanna Gwosdz.

Josey Park:

Discussion: Adding coal buckets to the grills for clean out (4). Adding cement picnic tables to Josey Park.

Common Areas:

1/4ly Pressure Washing Community Center/Duckling Park/Sunset Park:

Discussion: 3 Bids reviewed approx. \$500 initial cleaning and \$400 per quarter (\$1,700.00 per year.)

Allen Touchet moved to approve having all facilities pressure cleaned on an annual basis at a price not to exceed \$2,000.00, second by Don Beckham, Passed unopposed.

Sunset Park/Boat Dock Repairs:

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**

July 12, 2022

Discussion: The members reviewed the 3 bids and options on repairing/upgrading the wood piers/dock over the water, resurface the gazebo.

Don Beckham moved to replace all of the swim area using the existing design with Lake Conroe Marine Construction, second by Allen Touchet, Passed unopposed.

Agreement w/ LCH MUD:

Discussion: MUD/LCH Reserve A exchange for water service (6 locations \$1.00 per location) – Negotiated/Executed.

8:45pm Adjourned Board of Directors Meeting

Executive Session:

8:45pm – Architectural Control Committee – Denial Appeal - Hengst

Next HOA and Board of Directors Meeting:

- August 9, 2022

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

Submitted by Jennifer Stanley, August 9, 2022