

**COMMUNITY IMPROVEMENT ASSOCIATION OF LAKE CONROE HILLS, INC.**

**HOA Meeting  
Minutes  
Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
March 14, 2023**

**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**

**Vacant, HOA Vice President - Absent**

**Lahanna Gwosdz, HOA Secretary – Present**

**Denise Smith, HOA Treasurer – Present**

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

**Guests:**

(Sign in Sheet)

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**HOA Meeting:**

**New Business:**

**Resignation of HOA Vice President:**

Chester Holden submitted his resignation as HOA Vice President.

**Commissioner Walker Precinct 1:**

**April 11, 2023 – Discussion:** Program for safe disposal of expired prescription drugs.

**Community Garage Sale:**

Check dates for April 29 or May 6 – Individual houses and exterior of Community Center.

**7:08pm Adjourned HOA Meeting**

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March 14, 2023**

The Board of Directors Meeting was opened at 7:10pm by President, Edward Shelton.

**Establishment of Quorum:**

**Edward Shelton –President of Home Owners’ Association – Present**  
**Holly Pickering, BOD Director – Absent**  
**Allen Touchet, BOD Director – Present**  
**Sarah Blaskey, BOD Director – Absent**  
**Don Beckham, BOD Director – Present**  
**Lahanna Gwosdz, BOD Director - Present**

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

**HOA/BOD Meeting Minutes: February 21, 2023**

*Don Beckham moved to waive the reading of the minutes and approve the February 21, 2023 HOA/BOD Meeting Minutes as presented, second by Allen Touchet, Passed unopposed.*

**Financials: February 2023**

**Discussion:** February 2023 Financial Reports. Operating Account: \$155,149; Social Committee Funds \$4,520; Reserve Account: \$100,000 Reserve Savings; Capital Improvement \$61,797; Maint. & Repair Fund \$48,913 Swim Dock & Boat Ramp Project \$168,736; ACC Deposit Account \$900 Total: \$380,346 Collections Rate 2022-2023 Annual Maintenance Dues –80.41%

*Don Beckham moved to approve the Financial Report as presented, second by Allen Touchet, Passed unopposed.*

**Community Priority Projects:**

**Capital Improvement Projects:**

1. Swim Dock & Boat Ramp
  - a. Boat Dock - Lake Conroe Marine Construction LLC
    - i. Schedule – End of March 2023 (6-8 weeks to completion)
    - ii. Phase I – Remove/Replace Walkway to allow access of 1 side of Boat Ramp
    - iii. Phase II – Remove/Replace Swim Dock
    - iv. Color Choice – Vision - Mochaccino – Send selection to Contractor

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- v. Deposit for Materials (50%) – Reserve – Swim Dock & Boat Ramp  
Project \$95,698.50
- 2. Marquis
  - a. Landscape Improvements
    - i. Bids to install irrigation (4 locations) 2 Monuments at Front Entrance/1 Monument at Moon Rd/Community Center Sign. ACMG – Bid Specs
- 3. Sports Park Improvements
  - a. Lighting for Sports Court - Tabled
  - b. Resurfacing Courts \$13,480 Bid
  - c. Windscreen \$685.22 Bid
- 4. Security Cameras – Common Areas/Entrances - Lights/Electricity are a Prerequisite
  - a. Frontier Communications - \$30 a month per location + equipment.

**Committee Assignments & OPM:**

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

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

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

**ACC Board Member Liaison:** Don Beckham

**Communications:** Holly Pickering

**Community Center Committee:** Holly Pickering

**Drainage Committee:** Edward Shelton

**Gardening Club:** Edward Shelton, Sue Capps

**Marquis Maintenance:** Lahanna Gwosdz

**Mowing Committee:** Holly Pickering

**Parks Committee:**

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

**Duckling Park Committee:** Sarah Blaskey, Edward Shelton

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**Josey Sports Park Committee:** Lahanna Gwosdz, Edward Shelton

**Discussion:** Bids to install irrigation (4 locations) 2 Monuments at Front Entrance/1 Monument at Moon Rd/Community Center Sign. Don Beckham will discuss water/sewer/restroom for Sunset Park at the next MUD Board meeting.

**Security Committee:** Edward Shelton

**Social Committee:** Edward Shelton

**Security Committee:**

Officer Patrol (2) - Rotational Hours 8-16 hours a month.

**Discussion:** Evaluating effectiveness of current patrol team and alternative options.

**New Business:**

Attorney Engagement with *RMWBH (Roberts, Markel, Weinberg, Butler, Hailey)*. Schedule Meeting for Executive Session with Board.

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**7:46pm Adjourned Board of Directors Meeting**

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

- April 11, 2023

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

Submitted by Jennifer Stanley, April 11, 2023