

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

**HOA/Board Meeting  
Minutes  
Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
January 6, 2026**

**Held at Lake Conroe Hills Community Center**

The HOA Meeting was opened at 7:01pm by Edward Shelton.

**Establishment of Quorum:**

**Edward Shelton –President of Home Owners’ Association – Present**  
**Dan Morris, HOA Vice President - Absent**  
**Vacant, HOA Secretary**  
**Denise Smith, HOA Treasurer – Present**

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

**Guests:**

(Sign in Sheet)

---

**HOA Meeting:**

**New Business: N/A**

**Adjournment of HOA Meeting 7:02pm**

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

**HOA/Board Meeting  
Minutes  
Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
January 6, 2026**

The Board of Directors Meeting was opened at 7:02pm by President, Edward Shelton.

**Establishment of Quorum:**

**Edward Shelton –President of Home Owners’ Association – Present**  
**Ron Pickering, BOD Director – Present**  
**Allen Touchet, BOD Director – Absent**  
**Don Beckham, BOD Director – Absent**  
**Lahanna Gwosdz, BOD Director – Present**  
**Nick Mason, BOD Director – Present**

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

**HOA/BOD Meeting Minutes: November 11, 2025**

*Ron Pickering moved to waive the reading of November 11, 2025, HOA/BOD Meeting Minutes and accept them as presented, Second Nick Mason, Passed unopposed.*

**Financials: December 2025**

**Discussion:** December 2025 Financial Reports. Operating Account: \$166,404; Social Committee Funds \$4,523; Reserve Account: Capital Improvement \$157,797; Maint. & Repair Fund \$54,249; Reserve Savings Woodforest CD \$104,856 3.50% Exp. 4/20/2026; Total: \$487,830. 2025-2026 Collection Rate 71.12%.

*Ron Pickering moved to approve the Financial Report as presented, Lahanna will supply an accounting to reconcile the separate Social Committee Fund, Second by Nick Mason, Passed unopposed.*

**Old Business:**

**Hays Utility – Boat Ramp/Park**

**Discussion:** Upgrades and expansion to Lift Station. Concrete next to Boat Ramp – emergency pump and wheelchair access. Association – install handrail to wheelchair access to eliminate Golf Cart access. Send to Attorney for review - MUD Lift Station expansion in exchange for additional HOA property and installation of Fencing and Access Control.

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

**HOA/Board Meeting  
Minutes  
Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
January 6, 2026**

**Committee Reports:**

**ACC:**

4 Improvement Applications – Approved

**Community Center:**

**Discussion:** Garbage Disposal – replacement bids – Ron Pickering. Storage items in attic need to be removed for access and weight concerns – Pricing options on container or storage building including drainage. Priced upgrades to the restrooms including trash cans.

*Lahanna moved to approve \$400.00 to upgrade the Community Center restrooms including trash cans out of the Maintenance & Repair Fund, Second by Ron Pickering. Passed unopposed.*

**Marquis Maintenance:**

**Discussion:** Estimate to repair Masonry at damaged Monument, obtain a copy of the Police Report and Drivers Insurance information. Electrical for the Monuments for Holiday lighting.

**Mowing:**

**Discussion:** Lots monitored for mowing. Request from home owner to investigate mowing a Lot on Bunker Hill.

**Parks:**

**Sunset Park:** Irrigation at Sunset Park (2 heads buried). Bids to be solicited for repairing the concrete at the Boat Launch.

**Sports Court:** Finance Committee –pricing resurfacing the courts, replacing backboard and adding Pickle Ball Lines, Volley Ball Court – reviewed 1 quote received.

**Security Committee:**

**Discussion:** The November and December Security Reports were reviewed. Private Security contracted during the summer for Park & Common Areas – Enforce Restrictions. Patrol Officer Constable – Speeding/Arrests/Criminal Trespass 40 hrs. a month.

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

**HOA/Board Meeting  
Minutes  
Lake Conroe Hills Community Center  
13621 Lake Breeze Lane  
Willis, TX 77318  
January 6, 2026**

**Social Committee:**

**Discussion:** New page added to the website for the Social Committee.

*Lahanna Gwosdz moved to approve a \$300.00 bonus, out of the Maintenance & Repair Fund, to the volunteer who cleans the Community Center after events, Second by Ron Pickering, Passed unopposed*

**New Business:**

**Action Taken in Executive Session:**

*Denise Smith moved to approve 8 Payment Plan Requests from owners on delinquent accounts and waive the Community Center rental fee for 1 owner in consideration for repair issues during their event, Second by Nick Mason, Passed unopposed.*

---

**Adjourned Board of Directors Meeting 8:10pm.**

**Next HOA Meeting** – Tuesday, February 10, 2026 7:00pm

Submitted by Jennifer Stanley, February 10, 2026