

CROWN OAKS PROPERTY OWNERS' ASSOCIATION
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING

October 26, 2023 at 6:30 PM at the Montgomery Community Building

DIRECTORS PRESENT

Chris Carlson, President
Rick Schissler, Vice President
Brandon Parker, Treasurer
Craig John, Director
Sharon Dunaway, Director
Jake Housman, Director

DIRECTORS ABSENT

Natalie Littlejohn, Director
Shaun Lawton, Director

IN ATTENDANCE

Debbie Heaton and Courtney Duncan represented the managing agent, IMC Property Management.

There were 18 homeowners present.

CALL TO ORDER

Due to notice of the meeting having been given and a quorum of Directors being present, the meeting was called to order at 6:45 PM. The President, Chris Carlson, presided and the managing agent assisted in recording the minutes.

APPROVAL OF PREVIOUS MINUTES AND FINANCIALS

On a motion duly made by Craig John, seconded by Rick Schissler, the September 2023 financials were approved.

RATIFICATION OF ACTION(S) TAKEN BETWEEN MEETINGS

In an effort to expedite performance of the obligations of the Association between meetings of the Board of Directors, by majority vote the Board members agreed to the following actions:

- Minutes from the August 24, 2023 regular Board meeting (approved via email vote 9/7/23)
- Financials- Jan-Aug 2023 (approved via email vote 10/10/23)
- Expenditures approved via email vote:
 - Removal of dead trees & grinding of the stumps (\$800) 10/3/23
 - Replacement of light fixture at Crown Park (\$225) 9/3/23

On a motion duly made by Chris Carlson and seconded by Brandon Parker said actions were ratified and approved.

COMMITTEE REPORTS

Committee Leaders

ACC – Nick and Kelly Carter
Entrances/Access/Security – Jake Housman
Communication /Social – Natalie Littlejohn
Roads/Drainage – Brandon Parker
Lakes – Craig John
Parks – Natalie Littlejohn
Landscape – Sharon Dunaway
Long Term Planning – Rick Schissler
Finance – Brandon Parker

Architectural Control: Although Nick and Kelly were not in attendance, Chris Carlson summarized their report. All open applications have been either approved or denied, none are pending. One application for construction of a new house and two generator installation applications were processed.

Access Control/Security: Gate open times and special times for gates to be open for the community garage sale were discussed.

Communications/Social: Natalie Littlejohn reported remotely about the upcoming Fall Fest and Trunk or Treat. Also planned is the visit from Santa scheduled for December 1 from 5 – 8 PM.

Roads/Drainage: Brandon Parker

Discussion: There are 6 speed humps in the community that need to be repainted. The Roads Committee solicited bids from 3 contractors for this work and recommended Pavecon's quote of \$2650 to paint the markings and apply reflective beads.

Motion: Chris Carlson made a motion to accept the Pavecon bid to paint the speed humps for the quoted price.

Second: Rick Schissler

Motion Carried

Lakes: Craig John indicated there were no action items for the lakes. It was reported that TCEQ conducted a routine inspection of the Majestic Lake dam and will issue a report within the next couple of months. Vogt Engineering directed the spillway improvements in 2020 and was requested to attend the TCEQ review on behalf of Crown Oaks.

Landscape: Update on removal of dead trees from the front entrance. Committee has solicited bids for the 2024 landscaping contract. The riprap area at the base of the Majestic Dam overflow spillway had to be sprayed to kill vegetation growing there as required by TCEQ.

Long-Term Planning: No update at this time.

Parks: No updates.

Finance: Brandon summarized the financials.

MANAGEMENT REPORT

No report.

OWNERS' FORUM

Residents discussed options to obtain a quorum for the Annual Meeting and recurring problems with the gate remotes not opening the gates.

SCHEDULE NEXT MEETING

The next regular meeting of the Board of Directors of the Crown Oaks Property Owners' Association will be held on December 19, 2023 at the Montgomery Community Building.

ADJOURNMENT

There being no further business, the Regular Meeting was adjourned to Executive Session at 7:56 PM.

EXECUTIVE SESSION

The Executive Session was called to order by Chris Carlson at 8:10 PM.

Hearing: At the request of the owner of the property with account number COPO15144, a hearing was conducted between the owner and the Board. After discussion and deliberation, the Board instructed IMC to contact the owner and provide them with two written settlement options from which they must choose one.

Collections:

- IMC continues to work with The Strong Law Firm to collect monies owed to the association.
- Initiation of foreclosure filings for COPOA properties with numbers COPO14919, COPO14980, COPO14917, COPO42104.

ARC Applications: None were reported.

Deed Restriction Violations: No discussion.

ADJOURNMENT

There being no further executive business, the Executive Session was adjourned at 9:00 PM and the open session of the Regular Meeting was reconvened.

In accordance with Chapter 209 of the Texas Residential Property Owners' Protection Act, the Board voted whether to initiate the foreclosure process on the four properties listed above and discussed at length in Executive Session. A voice vote was conducted for each account individually and for each account the vote was unanimous to proceed with the foreclosure process.

ADJOURNMENT

There being no further business, the Regular Meeting was adjourned at 9:04 PM.

Respectfully Submitted:

Recording Secretary

Approved:

Christopher Carlson
Chairman of the Meeting

11/21/23
Date