

CROWN OAKS PROPERTY OWNERS' ASSOCIATION
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
IMC Property Management Office – 3500 W. Davis, Conroe
June 27, 2024

DIRECTORS PRESENT

Chris Carlson, President
Rick Schissler, Vice President
Jim Stanczak, Treasurer
Craig John, Director
Wayne Roberts, Director

DIRECTORS ABSENT

Brandon Parker, Secretary
Natalie Littlejohn, Director
Shaun Lawton, Director

IN ATTENDANCE

Debbie Heaton represented the managing agent, IMC Property Management.
There were 3 homeowners present.

CALL TO ORDER

Due to notice of the meeting having been given and a quorum of Directors being present, the regular meeting was called to order at 6:37 PM. The President, Chris Carlson, presided and the managing agent assisted in recording the minutes.

APPROVAL OF PREVIOUS MINUTES AND FINANCIALS

The Minutes for prior meeting and prior period financials were approved by Board email vote to facilitate prompt posting to the community website and were ratified at this meeting as enumerated below.

RATIFICATION OF ACTIONS 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:

- Consideration of Minutes from the April 24, 2024 Board meeting approved via email vote of the Board (6/13/24).
- Cancel amounts owed for 23 accounts each owing less than four dollars (\$4). Amounts owed by each account ranged from \$0.44 to \$3.62 with 15 of the accounts owing only \$1.81. Total amount cancelled was only \$25.86 and these were all residual interest charges.
- Expenditures approved via email vote:
 - Irrigation System Total Revamp (\$15,692) 4/25/24
 - Purchase of replacement light bulbs for rear gate (\$155) 4/30/24
 - Purchase of 3 replacement stop signs (\$196) 5/4/24
 - Dead tree removal in Majestic Park (\$1,705) 5/10/24
 - Purchase and installation of landscape plants (\$2,008) 5/13/24

- Purchase of a trash receptacle for Crown Park (up to \$1000) 5/24/24
- Repair of erosion at road intersection (\$600) 6/20/24

On a motion duly made by Rick Schissler and seconded by Craig John, said actions were ratified and unanimously approved.

COMMITTEE REPORTS

Architectural Control – Nick and Kelly Carter

Entrances/Access/Security – Wayne Roberts

Communications – Rick Schissler & Natalie Littlejohn

Social/Events – Natalie Littlejohn

Roads/Drainage – Brandon Parker

Lakes – Craig John

Parks – Rob Hamilton

Landscape – Sharon Dunaway

Long Term Planning – Rick Schissler

Finance – Jim Stanczak

Architectural Control – No report from the Committee. IMC reports no pending applications.

Entrances/Access/Security – Wayne Roberts provided the report on the gates summarized in the Committee Reports at the end of these minutes.

Communications – Past newsletters have been posted to the website. Rick asked for contributions to the newsletter.

Social/Events – No report. Note however that events are posted on the website Community Calendar found under the tab Residents Area.

Roads/Drainage – Completed 2 batches of pothole repairs. Authorized erosion repair at the corner of Queen Elizabeth and Prince Andrew. There is a location on Majestic Lake Ct. where water flows over the roadway during exceptionally heavy rain and this location will be inspected.

Lakes – Discussion focused on the condition of the docks on both lakes. The Committee will inspect them to determine if repairs should be considered. Additionally, the Association's lakes monitoring company will be consulted for information on well and pump condition that may be necessary for Majestic Lake.

Parks – Rob Hamilton provided the report on Parks found in the Committee Reports at the end of these minutes.

Landscape – Sharon Dunaway provided a complete summary of the recent landscaping activities. Her report is also provided at the end of these minutes.

Long-Term Planning – Rick Schissler and Jim Stanczak discussed the price Unigas charges for its natural gas in Crown Oaks which is substantially higher than the price paid by those living in surrounding communities served by other gas companies. Rick described progress on the MUD123 issue. Please see the Committee Reports at the end of these minutes for more.

Finance – Jim Stanczak summarized the current financials and Chris Carlson reviewed options for Capital Reserves spending this year in the context of prioritizing our annual road paving project.

MANAGEMENT COMPANY REPORT

No report.

OWNERS FORUM

Owners initiated discussion on the following topics:

- Positive feedback on mowing/landscaping
- Fireworks safety/consideration and the recommendation to send a PSA to the community.
- Community safety, speeding vehicles and cost of assessments.

SCHEDULE NEXT MEETING

The next regular meeting of the Board of Directors of the Crown Oaks Property Owners' Association will be held on August 29, 2024. The meeting will be held at the IMC Conroe office.

ADJOURNMENT

There being no further business, on a motion duly made by Craig John and seconded by Rick Schissler, the open portion of this meeting was adjourned to Executive Session at 8:03 PM.

EXECUTIVE SESSION

The Executive Session was called to order by Chris Carlson at 8:05 PM. The following topics were discussed:

- Accounts Receivable/Collection Matters – The list of delinquent accounts was reviewed as was the status of the ongoing legal processes to collect the amounts owed the Association. This list is also reviewed by the Finance Committee at its monthly finance review with IMC.
- Deed Restrictions Review – The violations report was reviewed and IMC indicated that one of its staff would be driving the community the next day to confirm the status of the reported violations.
- Resident Complaints/Concerns – Three complaints had been received concerning mowing. Chris and the landscaper visited each of the locations and the landscaper will correct those next week.

ADJOURNMENT

There being no further executive business, on a motion duly made by Craig John and seconded by Jim Stanczak, the Executive Session was adjourned at 8:50 PM.

REGULAR MEETING RECONVENED

The open session of the Regular Meeting was reconvened at 8:51 PM. Upon returning to open session, upon a motion made by Rick Schissler and seconded by Craig John, the Board voted unanimously to cancel small amounts owed for 5 owner accounts. The amount owed by each account ranged from \$0.23 to \$2.37. Total amount to be cancelled was \$11.00 and these were all residual interest charges.

ADJOURNMENT

There being no further business, the Regular Meeting was adjourned at 8:52 PM.

Respectfully Submitted:



Recording Secretary

Approved:



Chairman of the Meeting

7/3/24
Date

CROWN OAKS PROPERTY OWNERS' ASSOCIATION

REGULAR BOARD OF DIRECTORS MEETING

June 27, 2024

COMMITTEE REPORTS

ACCESS/CONTROL/SECURITY

Actions Taken:

- Replaced burned out bulbs at the Collier gates.
- Fielded several queries from residences via IMC on settings for remote controllers
- Requested schedule of gate closures from IMC (unanswered)

Proposed Actions:

- When residents request assistance from IMC on remote codes, ask that IMC first direct them to our website.
- Revise our website posting to include the same level of detail for the smaller size remote.
- On our website, revise the Residents Area/Gate Remote Settings to provide additional information about the entrance gates to include:

Control Box - useful features are included in the boxes.

Scheduled Openings - IMC has programmed certain times for gates to be open. List those times

Remotes - Include complete details and illustrations for not only the visor mount but also the smaller key chain.

LANDSCAPE

On Tuesday May 14, we finished the renovation/beautification planting of the north and south gates at the front entrance. We didn't want to plant here until the sprinkler system was completely updated and working properly. Old worn-out spindly roses were replaced, that will never do well because they are in so much shade, with Turks Cap (a Texas native superstar), with Maiden Grass and Dianella. All should do well with our newly repaired/updated sprinkler system. All the plants at the front entrance, circle and peninsula are doing very well, except literally 1 or 2 individual plants. I am really proud of the choices I made.

The next project that will be in late or fall or probably spring is to revamp the random island beds on the west end of the peninsula. We replanted with existing Yucca we had, but the Bamboo Muhly that has come back year after year decided not to come back this year. So, we'll pull out and replant in late fall or early spring or possibly do away with those beds altogether. Still undecided on that.

The Bermuda grass seed we planted in Crown Park on the playground inside the fenced area is doing well. We are thrilled that took root with no irrigation there.

Alamo is doing a great job of mowing the entire neighborhood twice a month. They ALWAYS want to be made aware of ANY COMPLAINTS. Before you post on Facebook, feel free to send me a DM on Messenger or reach out to IMC and they will get in touch with Alamo Landscaping. There have been some complaints, but no one ever reaches out or posts how pretty the flowers are at the front gate. If you're a Facebook 'poster', try to post a positive thing rather than negative.

PARKS

Majestic Park - Leaf Cutter Ants

A massive colony of leaf cutter ants in the southeast corner of park was treated on May 7 by Greer Pest Solutions. GPS injected a chemical into dozens of mounds and also applied a topical spray to the area. The cost for treatment was \$378.88. The colony has not returned.

Majestic Park - Tree Removal

Eight dead trees were removed from the park on May 24 by Ranch and Home Tree Service. One of the large dead oak trees had been mentioned as a dangerous tree in several Facebook posts. Upon further investigation, seven more dead trees were found at the park. Cost was \$1,704.93. RHTS also trimmed low branches from many other trees in the park at no additional charge.

Crown Park - Trash Can

A trash can for the playground area will be ordered from Trash Cans Unlimited upon receipt of an invoice. Company provided estimate of \$813.58 including shipping. The board previously approved the expense up to \$1,000.

Future Projects

Overgrowth on east side of Majestic Park will need to be addressed in the next year.

Study of dock structures at both lakes for replacement of handrails and decking. The wood is beginning to warp and splinter.

LONG-TERM PLANNING

The committee met on Wednesday, March 6th. The following issues were discussed and acted upon.

1. Unigas pricing structure – it appears that Unigas is charging Crown Oaks 2 – 3 times as much for our gas when compared to what other gas companies charge surrounding neighborhoods in the area. Jim Stanczak brought this information to the attention of the committee. He will investigate further and at our next meeting we will agree on a course of action to recommend to the Board.
2. MUD 123 – A nearby MUD has included Crown Oaks in its area of need for purposes of infrastructure (roads). Crown Oaks property appraisals from the Appraisal District show this entity as one of the taxing entities we are subject to. However, no tax amount is shown, just the name of the taxing entity.

There has been extensive investigation of this issue by several property owners. The Appraisal District says we should have no concern as listing the entity on our tax statement is just a formality.

The committee researched and recommended that Crown Oaks engage a law firm that specializes in special district law to review and recommend what action we need to take if any. The Board approved an expenditure up to \$2,500. to engage a law firm for this purpose. A law firm has been engaged and we expect a report from them in the next thirty (30) days.

The committee's next meeting is tentatively scheduled for Wednesday, July 17th. All property owners are welcome to join the committee. Information about the agenda, meeting location, etc. will follow.