



**Minutes of the Board of Directors Meeting  
November 9, 2021**

The CCIA Board of Directors' meeting was held at the Crown Colony Country Club on Tuesday November 9, 2021. The following members were present: Manager Jeff Portwood, President Hunter Haglund, Vice President Buford Abeldt, Secretary/Treasurer Veronica Luce, members – Jim Barrett , Terra Fidone, Stephen Raley and Scotty West. Absent members: members – Cooper Castleberry and Nathan Gann.

**QUORUM:**

A quorum of Board members were present and Hunter called the meeting to order at 5:40 pm. September board minutes were approved, Stephen Raley made a motion to approve and was seconded by Buford Abeldt. Motion carried.

**I. OLD BUSINESS:**

1. Everyone was given a copy of complaints from homeowner Richard Hughes about his neighbor Patel, copies are included. Jeff said he has made several attempts to rectify the problem and will continue to address it.

**II. NEW BUSINESS:**

1. Jeff passed out the 2022 budget with variances to discuss, a copy is also attached. He recommended a yearly increase in HOA dues, giving 3 options. The board voted to increase from \$275 to \$300 per year for single family homes. A motion was made to approve by Scotty West and seconded by Terra Fidone. Motion carried. Chart is included. Jeff also requested a \$5000 a year increase in his contract. When Jeff was dismissed for board discussion, the increase was approved anonymously. A motion was made by Terra Fidone and seconded by Buford Abeldt. Motion carried. The 2022 Budget was also approved, a motion was made by Terra Fidone and seconded by Buford Abeldt. Motion carried.
2. Scotty West presented documents to consider moving the CD account to accounts that were of a risk but would increase money over time. Everyone agreed to look over the portfolio information and discuss more in January.

**MANAGER'S SEPTEMBER/OCTOBER REPORT:** Jeff presented the financials as following:

As of 9/30/2021:

- SouthSide Bank Operating Funds Balance: \$116,221.79
- SouthSide Bank CD Account: \$119,186.21

As of 10/31/2021:

- SouthsideBank Operating Funds Balance: \$99,590.28
- SouthsideBank CD Account: \$119,269.13

**Action Item:** Stephen Raley made a motion to accept the September financials, Buford Abeltd seconded. Motion carried. Scotty West made a motion to accept the October financials, Terra Fidone seconded. Motion carried.

Jeff reported on the following administrative, recreational, grounds and security issues for September & October:

Administrative:

- As listed under General Comments on Manager's Reports

Recreation:

- As listed under General Comments on Manager's Reports

Grounds:

- As listed under General Comments on Manager's Reports

Security:

- As listed under General Comments on Manager's Reports

Covenants and Restrictions Violations:

- As listed under General Comments on Manager's Reports

III. OTHER BUSINESS:

- Discussion was made on improvement projects to consider for the future. Everyone agreed to consider the importance of each project and to discuss further at the next meeting. These projects are also listed under the 2022 Budget report.

**Next Board meeting TBA.**

Hunter adjourned the meeting at 7:45 pm.

Respectfully submitted,

Veronica Luce, CCIA Secretary/Treasurer, Board of Directors

As of 10/2021

Type	Units	Current		Option 1			Option 2			Option 3		
		Rate	Total	Rate Increase	Total Increase	Rate Increase	Total Increase	Rate Increase	Total Increase	Rate Increase	Total Increase	
Homes	760	\$ 275	\$ 209,000	\$ 25	\$ 19,000	\$ 20	\$ 15,200	\$ 15	\$ 11,400			
Lots	72	\$ 176	\$ 12,672	\$ 24	\$ 1,728	\$ 19	\$ 1,368	\$ 14	\$ 1,008			
Duplex	16	\$ 550	\$ 8,800	\$ 50	\$ 800	\$ 40	\$ 640	\$ 35	\$ 560			
Business	7	\$ 308	\$ 2,156	\$ 25	\$ 175	\$ 20	\$ 140	\$ 15	\$ 105			
Business Offices	1	\$ 1,232	\$ 1,232	\$ 25	\$ 25	\$ 20	\$ 20	\$ 15	\$ 15			
Commercial	12											
Apartments	1	\$ 4,400	\$ 4,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Resturant/Retail	8	\$ 308	\$ 2,464	\$ 25	\$ 200	\$ 20	\$ 160	\$ 15	\$ 120			
Lot	1	\$ 176	\$ 176	\$ 24	\$ 24	\$ 19	\$ 19	\$ 14	\$ 14			
Office	1	\$ 308	\$ 308	\$ 25	\$ 25	\$ 20	\$ 20	\$ 15	\$ 15			
Villas	1	\$ 1,848	\$ 1,848	\$ 150	\$ 150	\$ 120	\$ 120	\$ 90	\$ 90			
	880		\$ 243,056		\$ 22,127		\$ 17,687		\$ 13,327			
					\$ 265,183.00		\$ 260,743.00		\$ 266,383.00			
Transfer Fees	65	\$ 150	\$ 9,750	\$ 0	\$ 9,750	\$ 0	\$ 9,750	\$ 0	\$ 9,750			
			\$ 252,806.00		\$ 297,060.00		\$ 288,180.00		\$ 279,460.00			
		Est. Actual	\$ 249,000.00	-5%	\$ 282,207.00		\$ 273,771.00		\$ 265,487.00			

2022 Total Increase

264,021.00

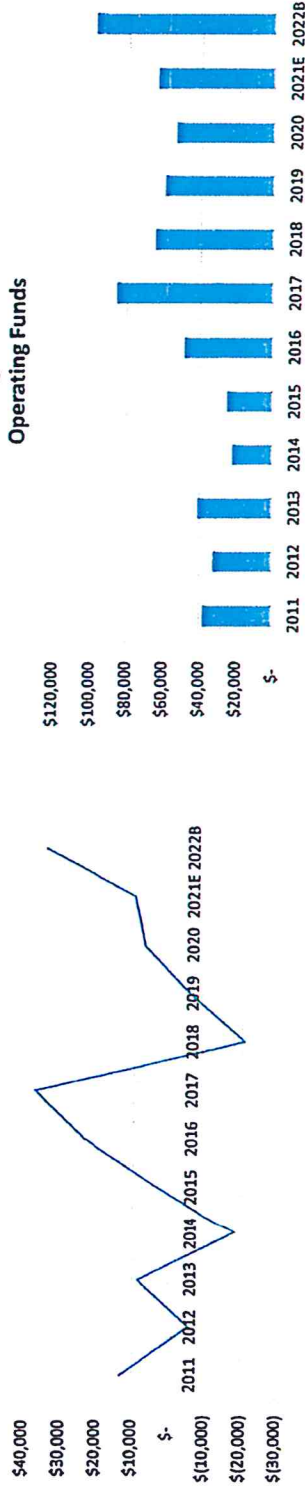
	2020 Actual	2021 Budget	2021 Projected Actual	2022 Proposed Budget	Variance 2021 Budget vs. 2022 Budget	Variance 2021 Est. Actual vs. 2022 Budget	
<b>ANNUAL DUES</b>	<b>\$256,513.00</b>	<b>\$ 249,585</b>	<b>\$ 239,000.00</b>	<b>\$260,000.00</b>	<b>\$ 10,412.00</b>	<b>\$ 21,000.00</b>	<b>2022 Dues Increase</b>
Checking, Interest	\$ 200.80	\$ 200	\$ 190.00	\$ 200.00	\$ -	\$ 10.00	
Money Market, Interest	\$ 3.55	\$ 12	\$ 12.00	\$ -	\$ (12.00)	\$ (12.00)	Closed Account
Reserve Fund CDs, Interest	\$ 1,312.80	\$ 1,000	\$ 145.00	\$ 200.00	\$ (600.00)	\$ 50.00	Declining interest rate
Other Income	\$ 9,098.50	\$ 200	\$ 7,790.00	\$ 600.00	\$ 400.00	\$ (7,190.00)	2021 Insurance Settlement Temple Gate
Transfer Fees	\$ 11,337.81	\$ 8,000	\$ 12,000.00	\$ 10,000.00	\$ 2,000.00	\$ (2,000.00)	
Capital Assessment (Pool)	\$ 4,013.84	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>SUBTOTALS</b>	<b>\$282,480.30</b>	<b>\$ 259,000</b>	<b>\$ 259,137.00</b>	<b>\$271,000.00</b>	<b>\$ 12,000.00</b>	<b>\$ 11,893.00</b>	
<b>EXPENSES</b>							<b>Increase</b>
<b>ADMINISTRATION</b>							<b>Decrease</b>
Taxes (Internal Revenue)	\$ -	\$ -	\$ 94.24	\$ 94.24	(\$4.24)	0.00	
Texas Workforce Commission	\$ 29.18	\$ -	\$ 3.50	\$ 50.00	(\$9.00)	(\$5.50)	Pool Attendants
Directors Liability Insurance	\$ 1,800.00	\$ 1,800.00	\$ 1,855.00	\$ 1,900.00	(\$100.00)	(\$45.00)	Increase
Rent	\$ 4,800.00	\$ 4,800.00	\$ 4,300.00	\$ 4,200.00	600.00	100.00	Terminated The Club Dumpster Rental
Postage	\$ 635	\$ 500	\$ 500	\$ 500.00	0.00	0.00	
Professional Legal	\$ 1,826	\$ 1,000	\$ 238	\$ 5,000	(\$400.00)	(\$402.00)	Matt Thigpen DCCR Revision
Professional Accountant	\$ 1,035	\$ 400	\$ 920	\$ 1,000	(\$60.00)	(\$80.00)	Tax Returns, 1099s, Pool Attendants
Professional Manager	\$ 52,074	\$ 52,000	\$ 52,000	\$ 57,000	(\$500.00)	(\$500.00)	
Office Supplies	\$ 1,051	\$ 1,000	\$ 375	\$ 1,000.00	0.00	(\$25.00)	Annual software renewal, file cabinet
Telephone/Fax	\$ 928	\$ 800	\$ 1,050	\$ 1,000	(\$200.00)	50.00	Increase
Repairs & Maintenance	\$ 6,258	\$ 250	\$ -	\$ 250.00	0.00	(\$250.00)	
Business Travel Reimbursement	\$ 42	\$ -	\$ -	\$ -	0.00	0.00	
Internet	\$ 796	\$ 850	\$ -	\$ 850.00	0.00	(\$10.00)	Hosting, certification, backup, URL domain
Website	\$ 656	\$ 500	\$ 576	\$ 800	(\$100.00)	(\$23.52)	General upgrades
Material & Supplies	\$ 196	\$ 1,000	\$ 2,000	\$ 1,000.00	0.00	1000.00	Flags
Misc. Other Expense	\$ 3,370	\$ 2,800	\$ 1,800	\$ 2,000	500.00	(\$200.00)	Real Graphics, envelopes, printing invoices, postage
<b>SUBTOTALS</b>	<b>\$ 75,293</b>	<b>\$ 87,400</b>	<b>\$ 65,712</b>	<b>\$ 76,444</b>	<b>(\$644.24)</b>	<b>(\$1,072.32)</b>	
<b>SECURITY</b>							
Contract Services	\$ 55,225	\$ 57,225	\$ 55,225	\$ 55,225	\$2,000.00	0.00	4 year contract expires 5/31/2022
Telephones	\$ 884	\$ 800	\$ 875	\$ 875	(\$75.00)	0.00	Increase
Internet	\$ 4,248	\$ 2,000	\$ 3,562	\$ 4,500	(\$2,500.00)	(\$58.00)	Consolidated Fiber 100meg
Repairs & Maintenance	\$ 329	\$ 100	\$ 100	\$ 100	\$0.00	0.00	
Utilities	\$ 308	\$ -	\$ 1,000	\$ 1,000	(\$1,000.00)	0.00	Flag Lights
Materials & Supplies	\$ -	\$ 100	\$ 961	\$ 1,000	(\$500.00)	(\$39.00)	Security Camera replacement
<b>SUBTOTALS</b>	<b>\$ 60,991</b>	<b>\$ 60,225</b>	<b>\$ 61,723</b>	<b>\$ 62,700</b>	<b>(\$2,475.00)</b>	<b>(\$577.00)</b>	
<b>RECREATION</b>							
Taxes (Property)	\$ 632	\$ 634	\$ 614	\$ 614	\$20.20	0.00	
Insurance	\$ 2,705	\$ 6,300	\$ 7,390	\$ 7,500	(\$1,200.00)	(\$110.00)	Allocation
License Fees	\$ 100	\$ 100	\$ 445	\$ 100	\$0.00	345.00	
Contract Labor Services - Curbs	\$ 12,564	\$ 7,922	\$ 8,880	\$ 7,500	\$422.00	(\$60.00)	15% of Curbs
Pool Attendants	\$ -	\$ 4,000	\$ 3,838	\$ 3,500	\$500.00	138.00	
Professional Service	\$ -	\$ -	\$ -	\$ -	\$0.00	0.00	
Chemicals	\$ 3,771	\$ 2,000	\$ 3,850	\$ 4,000	(\$2,000.00)	(\$100.00)	Increased use of solids & product price
Utilities (includes water)	\$ 5,810	\$ 4,000	\$ 5,812	\$ 5,800	(\$1,600.00)	12.00	
Telephone	\$ 240	\$ 250	\$ 228	\$ 200	(\$250.00)	28.00	
Repairs	\$ 454	\$ 1,000	\$ 2,832	\$ 1,000	\$0.00	1,832.00	Pumps & Tennis Court Fence
Materials & Supplies	\$ 711	\$ 1,000	\$ 910	\$ 800	\$100.00	10.00	
Other Expenses	\$ 1,653	\$ 500	\$ 3,621	\$ 1,000	(\$500.00)	2,601.00	Palm trees removal & trimming
<b>SUBTOTALS</b>	<b>\$ 28,742</b>	<b>\$ 27,706</b>	<b>\$ 38,458</b>	<b>\$ 32,414</b>	<b>(\$4,797.80)</b>	<b>4,064.00</b>	
<b>GROUPS</b>							
Taxes (Property)	\$ 1,177	\$ 1,033	\$ 814	\$ 363	\$669.00	250.70	
Insurance	\$ 3,814	\$ 3,600	\$ 3,600	\$ 3,600	\$0.00	0.00	Allocation adjusted
Backflow Valve Inspection	\$ -	\$ 400	\$ 570	\$ 400	\$0.00	170.00	
Contract Services - Other	\$ 933	\$ -	\$ -	\$ -	\$0.00	0.00	
Contract Labor Services - Curbs	\$ 63,968	\$ 45,247	\$ 46,163	\$ 43,000	\$2,247.33	3,163.00	85% of Curbs & \$500 bonus
Pesticides & Herbicides	\$ 292	\$ 300	\$ 318	\$ 300	\$0.00	16.00	
Shrubs/Plants/Grass	\$ 5,710	\$ 2,000	\$ 2,000	\$ 3,000	(\$1,000.00)	(\$1,000.00)	
Utilities	\$ 7,524	\$ 7,000	\$ 6,000	\$ 6,000	\$1,000.00	0.00	Mostly water
Cell Phone Allowance - Geno	\$ 360	\$ 30	\$ 30	\$ -	\$30.00	30.00	
Repairs	\$ 3,575	\$ 3,500	\$ 2,577	\$ 2,500	\$1,000.00	77.00	Lights, irrigation, gates
Repairs (Major)	\$ -	\$ 2,000	\$ 6,000	\$ 2,000	\$0.00	4,000.00	Temple Gate
Business Travel Reimbursement - Curbs	\$ 298	\$ 300	\$ 423	\$ 350	(\$50.00)	73.00	
Materials & Supplies	\$ 1,172	\$ 2,000	\$ 2,000	\$ 2,000	\$0.00	0.00	
Other Expenses	\$ 587	\$ 2,000	\$ 1,300	\$ 1,500	\$500.00	(\$200.00)	
<b>SUBTOTALS</b>	<b>\$ 89,410</b>	<b>\$ 89,410</b>	<b>\$ 71,583</b>	<b>\$ 65,013</b>	<b>\$4,397.23</b>	<b>6,579.70</b>	
<b>Budget Disbursements</b>	<b>\$254,436.12</b>	<b>\$224,741.33</b>	<b>\$235,525.52</b>	<b>\$236,571.14</b>	<b>(\$11,829.31)</b>	<b>(\$1,045.62)</b>	
<b>IMPROVEMENT BUDGET (Landscape)</b>	<b>\$ 21,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>	<b>\$10,000.00</b>	<b>10,000.00</b>	
<b>Total Budget</b>	<b>\$275,436.12</b>	<b>\$ 234,741.33</b>	<b>\$ 245,525.52</b>	<b>\$236,571.14</b>	<b>(\$1,629.31)</b>	<b>8,954.38</b>	

Improvement Projects to Consider		
Tennis Court surface & nets	\$	18,000
Digital Speed Sign - Champions Dr.	\$	8,000
KeyFob System Pool Gate	\$	7,000
New Office	\$	100,000
Landscape lighting main entry	\$	3,500
Flag Lights Old Fountain	\$	1,000
ProWar 920 Robotic Pool Cleaner	\$	2,000

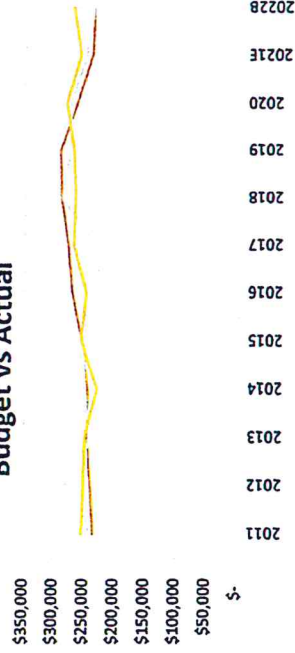
Year	Budget Expenses	Actual Expenses	Actual Revenue	Net Income	Ending Balance
2011	\$ 235,010	\$ 241,202	\$ 254,560	\$ 13,358	\$ 37,563
2012	\$ 239,684	\$ 257,321	\$ 251,662	\$ (5,659)	\$ 31,904
2013	\$ 245,507	\$ 242,150	\$ 250,627	\$ 8,477	\$ 40,381
2014	\$ 245,340	\$ 249,325	\$ 230,888	\$ (18,437)	\$ 21,944
2015	\$ 255,385	\$ 254,216	\$ 257,073	\$ 2,857	\$ 24,803
2016	\$ 272,141	\$ 226,038	\$ 249,480	\$ 23,442	\$ 48,245
2017	\$ 278,373	\$ 233,356	\$ 270,452	\$ 37,096	\$ 85,341
2018	\$ 289,961	\$ 288,805	\$ 267,964	\$ (20,841)	\$ 64,500
2019	\$ 292,043	\$ 275,602	\$ 270,280	\$ (5,322)	\$ 59,177
2020	\$ 265,098	\$ 275,436	\$ 282,481	\$ 7,045	\$ 53,591
2021E	\$ 239,241	\$ 249,000	\$ 259,000	\$ 10,000	\$ 63,591
2022B	\$ 235,571	\$ 236,571	\$ 271,000	\$ 34,429	\$ 98,020

Accounts Receivable  
 Outstanding Dues/#Members  
 \$ 13,211 48  
 \$ 18,439 16  
 as of 10/1/2021  
 2021 Delinquent  
 Chronic Delinquent

**Ending Balance  
Operating Funds**



**Budget vs Actual**



## Veronica Luce

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**From:** Hunter Haglund <hunter@friesen-strain.com>  
**Sent:** Wednesday, November 10, 2021 6:38 PM  
**To:** Crown Colony Improvement Association, Inc. HOA; btabeldt@consolidated.net; Veronica Luce; george fidone; 'scott.west@raymondjames.com'; Nathan Gann (NGann@lufkinrealestate.com); Cooper Castleberry; Stephen Raley; 'Barrett, Jim'  
**Subject:** RE: CCIA October Report - Next board meeting Tuesday, November 9th, 5:30 PM, at the Club

Jeff,

The board unanimously approved the proposed 2022 budget that included a \$5,000 increase in your annual salary as well as increasing the annual HOA dues by \$25 for a total of \$300 per single family home.

We appreciate all your hard work and dedication to this board and more importantly to the betterment of our neighborhood. We feel strongly that our HOA is in better shape today than it was before you arrived and for that we are grateful. With your guidance, we look forward to another strong year in 2022 as we continue to make some of our goals and dreams for this neighborhood a reality.

Thanks,  
Hunter

**Hunter Haglund, CIC**  
Vice President  
**FRIESEN-STRAIN INSURANCE ASSOCIATES, INC.**  
5028 Champions Drive, Lufkin, Texas 75901  
Phone: 936.637.3444 | Toll Free: 800.829.3948  
[hunter@friesen-strain.com](mailto:hunter@friesen-strain.com) | [www.friesen-strain.com](http://www.friesen-strain.com)



***FRIESEN-STRAIN***  
***Insurance Associates***

**NOTICE:** This message is intended only for use of the person or entity to which it is addressed and is considered PROPRIETARY and CONFIDENTIAL. Please DELETE if you are not the intended recipient.

**From:** Crown Colony Improvement Association, Inc. HOA <[manager@lufkincrowncolony.com](mailto:manager@lufkincrowncolony.com)>  
**Sent:** Monday, November 01, 2021 3:22 PM  
**To:** Hunter Haglund <[hunter@friesen-strain.com](mailto:hunter@friesen-strain.com)>; [btabeldt@consolidated.net](mailto:btabeldt@consolidated.net); Veronica Luce <[VLuce@crown-colony.com](mailto:VLuce@crown-colony.com)>; george fidone <[terrafidone@gmail.com](mailto:terrafidone@gmail.com)>; 'scott.west@raymondjames.com' <[scott.west@raymondjames.com](mailto:scott.west@raymondjames.com)>; Nathan Gann (NGann@lufkinrealestate.com) <[NGann@lufkinrealestate.com](mailto:NGann@lufkinrealestate.com)>; Cooper Castleberry <[hccastleberry51@gmail.com](mailto:hccastleberry51@gmail.com)>; Stephen Raley <[sralley@consolidated.net](mailto:sralley@consolidated.net)>; 'Barrett, Jim' <[Jimbarrett87@yahoo.com](mailto:Jimbarrett87@yahoo.com)>  
**Subject:** CCIA October Report - Next board meeting Tuesday, November 9th, 5:30 PM, at the Club

Board of Directors

Crown Colony Improvement Association

This correspondence is intended to identify activities at a Crown Colony residence that flagrantly violate the bylaws and restrictions to be followed by Crown Colony homeowners and residents. The site of the offensive activities is located at 1109 Champions Drive, a single family residence owned by Rakesh and Bhavna Patel. In early 2021, 4 or more vehicles started to be parked in the driveway at 1109 Champions . These vehicles were all older and in poor condition. Some looked as if they came from a salvage yard or an auction. Some of the vehicles would stay a week or two and some longer. If a vehicle was removed another was brought in to replace it. Some vehicles were brought in on trailers or wreckers and others were driven. In some cases, some of the parked vehicles were worked on by people hired by Mr. Patel. When questioned about what he was doing one of the mechanics responded that he was "getting the vehicle ready for sale for Mr. Patel".

The most pertinent restrictions being violated are:

12.14. Nuisance. No noxious or offensive activities shall be carried on upon any lot, nor shall anything be done thereon which may be or may become an annoyance to the neighborhood or to the purpose of these restrictions

12.6. Business. No commercial, business or professional purposes, including but not limited to daycares, respite, nursing homes, or any gainful occupation, trade, or other non-residential use shall be conducted on any lot zoned as residential.

12.13. Parking. No motor home, recreational, mobile home or trailer vehicles, trucks larger than pick-up size (one-ton capacity) or inoperative motor vehicles shall be or remain parked or in any way situated on any lot, street or other portion of the subdivision for a period over 36 hours, unless specifically authorized by the Architectural Committee.

Mr. Portwood, has been apprised of this situation and contacted the Patels with no results. At this moment there are six vehicles parked at 1109 Champions Dr. Only one is being driven – a black Mitsubishi SUV driven by Ms. Patel. Rakesh no longer drives because his license is suspended.

In my view, the Crown Colony Improvement Association exists especially for the type of problems posed by the activities occurring at 1109 Champions Dr. I believe the board needs to develop a strategy for resolving the current problem along with the appropriate steps to be taken in implementing the strategy.

I am attaching photographs of subject driveway taken at various times during this year. Also attached is a copy of an internet site that identifies Sharora Corporation located in Lufkin at 1109 Champions Dr. and owned by Rakesh Patel.

Respectfully,

Richard and Patsy Hughes

1201 Champions Dr.



10/16/2004



1204 9/8



6/30/2024



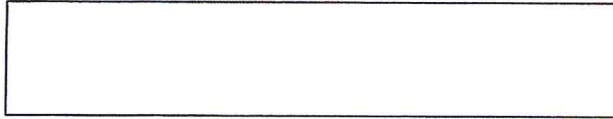
Local Business > Texas > Lufkin > Sharora Corporation

Profile About Rakesh Patel Directions Reviews Phone Jobs

**Sharora Corporation in Lufkin, TX 75901 Directions, Business Hours, Phone and Reviews**

**1109 Champions Drive, Lufkin, Texas 75901 (TX) (936) 637-6560**

[View All Records For This Phone #](#)



[Edit This Business](#)

[Remove This Listing](#)

This location of this Sharora Corporation made on average \$100,000 to \$499,999 in sales last year and is located in Angelina County.

*Some interesting facts about Angelina County*

Population: 86,771  
 Number of Households: 31,048  
 Median Income: \$39,325  
 Size of County: 798 sq mi.

SURVEY

**Sharora Corporation in Lufkin, Texas**

Reviews:



5/5 Based on 1 Review(s)

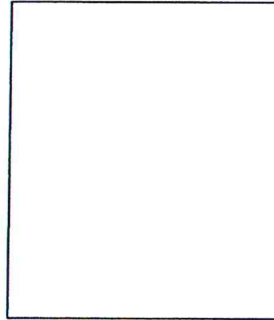
Sharora Corporation : [Take Our Survey and Rate and Review This Business Here!](#)

Local Business

Sharora Corporation Address:  
 1109 Champions Drive Lufkin Texas 75901 TX

Sharora Corporation Phone:  
 (936) 637-6560 [View All Records Of This Phone #](#)

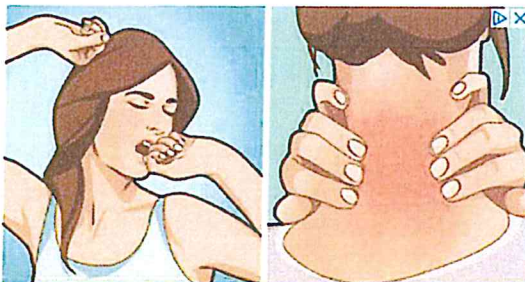
Sharora Corporation Owner:  
[Rakesh Patel](#)



[Claim Profile](#)

**About Sharora Corporation**

Sharora Corporation is mainly engaged in Local Business. Sharora Corporation operates in Lufkin. This business establishment is involved in Local Business as well as other possible related aspects and functions of Local Business. In Lufkin Texas Sharora Corporation maintains its local business operations and may well accomplish other local business operations outside of Lufkin Texas 75901 in additional functions related to Local Business.



**Dying Liver**

**4 Warning Signs Of Damaged Liver (#2 Is Scary)**

