

Brittany Lakes Homeowners Association, Inc.
Board Meeting Minutes

February 17, 2011

Pursuant to Article VI, Section 1 of the Bylaws of the Brittany Lakes Homeowners Association, Inc. a meeting of the Directors was duly called and held on February 17, 2011 at the **League City Perry Family YMCA located at 1700 Brittany Bay Boulevard in League City, TX 77573.**

IN ATTENDANCE

In attendance representing the Brittany Lakes HOA Board of Directors were, Todd Edwards, John Dunn, Janet Alleman and Mariane Maximous. Absent with apologies was Greg Ellis. Also in attendance representing Spectrum Association Management was Jennifer Roberson.

DETERMINATION OF QUORUM

A quorum of Board members was announced and the meeting was called to order at 6:48pm.

HOMEOWNER FORUM

No discussion was raised from owners.

MINUTES

The Board of Directors reviewed the previous meeting minutes for January 2011. Director Edwards motioned and was seconded by Director Dunn to unanimously approve the minutes as presented.

FINANCIAL REPORT

The Board of Directors was provided information the Association financial report as of January 31, 2011. Spectrum advised that as of February 16, 2011, the aged receivables for 2011 were at ~12% delinquent and the 2010 aged receivables were at ~1% delinquent. Total aged receivables as of 1/31/2011 were at \$211,939.77 including all monies due for homeowner assessments, legal/attorney fees and all collection fees (collection, delinquency, title search and liens).

COMMITTEE REPORTS

CAMSTAT- JOHN DUNN

Director Dunn advised of there being no new report for this month. The Board discussed the possibility of creating a neighborhood watch for the community to supplement the CAMSTAT effort and provide more of a community based program to help prevent crime in the neighborhood.

LAKE- TODD EDWARDS/LAKE SUBCOMMITTEE

Director Edwards advised both he and Director Ellis had attended a MUD meeting, along with legal representation from Alton Todd, last week to discuss the next steps to resolve the lake issue. MUD held an executive session meeting on the 16th of February, the results of which were still unknown at the time of the Brittany Lakes BOD meeting. Director Edwards advised that the next step would be to contact the MUD Board and see what decisions were reached in order to ascertain what the next steps the Association would need to take.

ARCHITECTURAL- TODD EDWARDS

Director Edwards advised that he had just received the redlined ARC Guidelines from Hoover Slovacek that day and would need to review them in depth to go over all changes made.

BEAUTIFICATION- MARIANE MAXIMOUS

Director Maximous reviewed the proposals submitted by Lynn's Landscaping to complete a pilot planting along a 1000 section of perimeter fence as well as overseeding of the recreational field in the rec. center and planting some plants around the pump station to act as a sound barrier. The Board discussed the pricing for planting shrubbery along the perimeter fence and noted that the cost, based on the expense of the 1000 lin. Feet pilot proposal, was far too expensive and therefore not a feasible method of improving the aesthetic of the perimeter fencing in the community. The Board also discussed the proposal for overseeding the recreational field. Director Edwards noted that based on the considerable hardness of the soil, aeration or some other soil treatment would be needed prior to any overseeding being completed. Director Maximous will follow-up with Lynn's Landscape to have them provide pricing on soil treatments as well. The proposal for adding shrubbery around the pump at the big lake was reviewed and after discussing, the Board felt that the shrubbery would not provide an adequate enough sound barrier and would be inefficient and cost-ineffective.

COMMUNICATIONS- GREG ELLIS

No New Report

SOCIAL- JANET ALLEMAN

Director Alleman provided the Board with a Social committee Spring Fling budget as proposed by the newly formed committee. The plan, as described, for the Spring Fling event was to hold an Ice Cream Social where Marble Slab sundaes would be served by Marble Slab staff and sold for \$1 to help subsidize the cost of the new event. The event would also include the rental of inflatable obstacle courses for older children and inflatable bounces for younger children. The Board discussed also presenting the idea of a raffle style grand prize drawing where possible gifts might be a gift card. Director Alleman will get with Cathy Ringueberg to obtain information on the sign vendor who created National Night Out signs and also to discuss the creation of mailbox ads advertising the Spring Fling Event. The Social committee's request for a Spring Fling budget was proposed at \$2500 and was approved by the Board.

OLD BUSINESS

COMMUNITY PROJECTS- Updates

2011-2012 Landscape Proposals

After reviewing the proposals submitted from four vendors, the Board determined that their 2011-2012 contract would remain with Earthcare Management. Director Edwards motioned and was seconded by Director Dunn to unanimously approve the Earthcare contract as provided.

Parking Lot on Loon

The Board reviewed the revised proposal from LBJ Service for completing the parking lot on Loon and Longspur. Understanding that the proposal was based on the spec dimensions of 54'L x10'W, Director Dunn motioned and was seconded by Director Edwards unanimously approving the LBJ proposal as presented.

Altamire Monuments

The Board reviewed the proposals for the monuments submitted by Lynn's and noted that one final change was needed to increase the number of light fixtures for each monument from 1 to 2. The Board also inquired on the possibility of having the light fixture types replaced to smaller ones with the same wattage that were less likely to be damaged. The idea to change to a smaller fixture

will be discussed with Lyn's Landscaping and submitted in the final revised proposal before Board approval is given for the monuments.

Card Reader for Rec. Center Amenities

Spectrum advised the Board that the final installation will be done by next Tuesday. Slater Enterprises was awaiting one last part to run the communication line from the telephone line in the pool to the tennis courts and once that was received, install would be completed within 1-day. Slater will program all cards and rather than conduct an on-site pool tag/card distribution session as has been done in the past, the cards will be mailed out to owners. The Board determined that the cards would be distributed at 1 card/household for free with replacement or additional cards being available at the cost of \$25/card.

Fence Powerwashing & Staining

After reviewing the proposals for the fence staining project, the Board determined that a pilot project would be completed first by LBJ Services to ensure the cleaning solution they suggest is sufficient in cleaning and covering the oldest areas of perimeter fence. The Board determined that the 100 linear foot pilot area would be behind the Bauerschlage school since this was the oldest fence. If the pilot, once completed, is acceptable, the Board will determine the best way to break down the entire perimeter fence staining project in sections versus completing all of it at once so as to reduce the financial strain of completing the project in its entirety. In reviewing the stain samples provided by LBJ, the Board selected stain Behr DP-534 solid Redwood Naturaltone.

EXECUTIVE SESSION

The Board went into Executive session at 7:47 pm.

NEXT MEETING DATE

March 24, 2011 @ 6:30pm

ADJOURNMENT

With all business discussed and no other or new business presented to be discussed, the meeting was adjourned at 7:55pm.

Authorized Signer
Brittany Lakes Homeowners
Association, Inc.

Jennifer Roberson
Managing Agent