

Brittany Lakes Homeowners Association, Inc.
Board Meeting Minutes

April 28, 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 April 28, 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 John Dunn, Todd Edwards, Greg Ellis and Mariane Maximous. Also in attendance representing Spectrum Association Management was Jennifer Roberson. Absent with apologies was Director Janet Alleman.

DETERMINATION OF QUORUM

A quorum of Board members was announced and the meeting was called to order at 6:36pm. .

HOMEOWNER FORUM

Homeowners present came to discuss the current matter of the Willow Pond/MUD 6 lake issue where MUD 6, the owner of Willow Pond, intends to discuss the current usage of the Brittany Lakes HOA usage of the lake water and its possible ramifications on the lake bulkhead issue. The MUD 6 meeting is scheduled to be held on Monday, May 2nd at the Perry Family YMCA and homeowners present were advised to attend in order to ensure the Association has a voice against any potential actions taken which might be detrimental to the community. Present for the discussion were 3 previous members of the community Lake Subcommittee formed during the early stages of Willow Pond evaluation and a brief debriefing was held as to the Lake Subcommittee findings. The Board was provided with copies of all lake deeds by members of the Lake Subcommittee. Homeowners also inquired on the possibility of making some landscape improvements to the small park located at Midway and Essex including suggestions for: installing some shade trees and possibly adding in a section for a community garden with access to a water spout for soaker hose usage. The Board advised that they would be open to considering these improvements and would look into pricing and suggestions from landscape companies. Director Ellis inquired on homeowners' reaction to the possibility of adding extra lighting to the park. Homeowners present expressed reluctant agreement to this suggestion so long as the lighting was a downward facing light. A Homeowner suggested having lighting that works off of a motion sensor where the light remains on whenever there is activity in the park. Homeowners expressed agreement with this suggestion, the Board will review this.

MINUTES

The Board of Directors reviewed the previous meeting minutes for March 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 the financial report for March 2011 and was advised that as of April 28, 2011, the Association's current 2011 aged receivables were at \$38,336.31 representing a 6% delinquency. For the 2010, the aged receivables was still less than 1% delinquent and total aged receivables including all association assessments, late and collection fees was at \$80,555.59, down from last months balance of \$102,092.05. Director Ellis advised the Board that at that time, the current annual budget appeared to be in line with expense forecasting and that no line items needed to be adjusted to account for potential overages. Director Edwards brought up the

possibility that the Legal budget line item was nearing the annual budgeted amount of \$8500 and might need to be adjusted soon Director Ellis advised it would be best to wait for a later date to determine if increasing the budget line was necessary. Spectrum will continue to monitor the line item to ensure it does not go over.

COMMITTEE REPORTS

CAMSTAT- JOHN DUNN

Director Dunn advised Officer Reagan was just returning to duty and as such, he hadn't been able to follow-up with her entirely on the CAMSTAT initiative however in his most recent discussions, they had talked about completing a study on Brittany Lakes Dr. to see about having additional streetlights installed to light a dark section of the roadway. Additionally, Director Dunn discussed the recent findings of a traffic study conducted on the Oaks at Clear Creek on Highway 3 and League City Parkway to see if sound barriers would be installed by the city. Following the study, it was determined that the noise level was insufficient for necessitating the installation of sound barrier walls and as such, it was even more unlikely for Brittany lakes to anticipate the future construction of sound barrier walls since traffic was seen at reduced levels as compared to the area studied for the Oaks at Clear Creek.

LAKE- TODD EDWARDS/LAKE SUBCOMMITTEE

Discussion was held during the Homeowner Forum in regards to current matters of the lake. Homeowners were advised to attend the upcoming MUD meeting to see what the next steps were for the MUD Board on addressing pending items with Willow Pond.

ARCHITECTURAL- TODD EDWARDS

Director Edwards advised that he wanted to hold a meeting with all Board Members to review the red-lined document sent from the Attorney's office.

BEAUTIFICATION- MARIANE MAXIMOUS

Director Maximous advised that the pilot fence staining project was completed and all members were satisfied with the completed product and wanted to move forward with completing the remaining fence sections. Director Maximous advised that the next phase would be at the Magnolia Creek end of League City Parkway to Landing, Phase 3: remainder of Hobbs Rd., Phase 4: Landing Blvd. Phase 5: Brittany Lakes Dr. Phase 6: remainder of League City Parkway. The Board was advised that LBJ would be contacted to provide invoices for the section breakdowns to ensure pricing was consistent with the original proposal for all 18K feet. The Board was advised that Lynn's Landscape had been contacted by Spectrum and they were awaiting a response including an invoice for payment on the deposit to schedule the project. Director Edwards also inquired on ensuring that ECM had also aerated and fertilized the landscape area immediately surrounding the playground area at the rec. center and not just the large recreational field. Spectrum will verify this with ECM as all previous correspondence had been in regards to the rec. center field. Director Edwards also brought up for discussion the topic of possibly having updated mailbox clusters installed throughout the community and noted he would contact USPS to see if any such products were available. Homeowners also mentioned the possibility of just having the pre-existing boxes cleaned as a feasible option for improving the appearance of the mailbox clusters. Spectrum presented to the Board the pricing on replacing the damaged doggy stations (4). The Board approved the purchase of 4 doggy stations and installation will be completed by LBJ once shipment is received. Director Maximous also reported that it appears the playground area at the park on Loon was becoming excessively dry indicating a probable issue with the sprinkler system in the area. Spectrum will report this to ECM and ensure they review this area and check the irrigation timers for proper operation. Director Dunn presented for discussion the topic of having an architect complete a drawing of the recreation area including possible future projects

such as the installation of the volleyball court and basketball courts as well as a community center. The Board is in agreement to have an architect provide such a plan, Spectrum will contact a few options for pricing and final approval.

COMMUNICATIONS- GREG ELLIS

Director Ellis advised that due to communication errors, the Spring newsletter did not go out prior to the Spring Fling event or the Community Garage Sale coming up this weekend. An updated flash drive copy was given to Spectrum at the time of the meeting so distribution can be completed by next week.

SOCIAL- JANET ALLEMAN

The Board was advised that the garage sale signs were posted in the community as of that day at the main entrances of the neighborhood.

OLD BUSINESS

COMMUNITY PROJECTS- Updates

Fence Powerwashing & Staining

Discussion was held earlier during the meeting.

Parking Lot on Loon

The Board was advised that the new completion date for the parking lot area was during the middle of the week of May 2nd. Estimated delivery time for the new bricks were 2-3 business days and they were ordered on Thursday.

Altamire Monuments

Discussion was held earlier in the meeting.

EXECUTIVE SESSION

The Board dismissed the homeowners present and entered into executive session at 7:55pm.

NEXT MEETING DATE

May 26th, 2011 @ 6:30pm

ADJOURNMENT

With all business discussed and no other or new business presented to be discussed, the meeting was adjourned at 8:08pm.

Authorized Signer
Brittany Lakes Homeowners
Association, Inc.

Jennifer Roberson
Managing Agent