

Brittany Lakes Homeowners Association, Inc.  
A Texas Non-Profit Corporation

**Board Meeting Minutes**

July 23<sup>rd</sup>, 2015

**LOCATION:** Perry Family YMCA  
1700 W. League City Parkway  
League City, TX 77573

**IN ATTENDANCE**

**Representing the Board Members of the Brittany Lakes Homeowners Association were the following people:**

- Todd Edwards (President)
- Greg Ellis (Treasurer) Not present
- Melissa Kirkland (Secretary)
- Julianna Domokos (Director)
- James Charo (Director)

**Representing Spectrum Association Management, LP was the following person:**

- Bart Jones (Community Manager)

**DETERMINATION OF QUORUM**

A quorum of Board members was announced by Bart Jones and the meeting was called to order at 6:30 pm.

**HOMEOWNER FORUM**

There were 5 homeowners present.

**APPROVAL OF MINUTES:**

Board Meeting Minutes from May 14<sup>th</sup>, 2015 were approved.

**FINANCIAL PACKET:**

The April 2015 budget packet was reviewed and approved.

**OLD BUSINESS**

- Splash Pad General Update – Deficiencies were reported to Spectrum and plans are in motion to resolve. Gulf Coast Aquatics has been instructed to terminate power at the breaker and to restrict all access to the pad area until further notice.
- Card Readers at Recreation Center Park Area - Vendor has installed readers. Awaiting resolution of electrical power issue.
- Splash Pad – Sod – board voted to wait until all issues resolved before installing.
- Standing Water Bid – Loon Park – Board instructed Spectrum to have a vendor resolve ASAP. Vendor will come out and assess and perform work if needed/able.

**NEW BUSINESS**

- Landscape Bids – multiple bids were reviewed. The Board instructed Spectrum to secure more bids with a target for a decision by end August 2015.
- Trees – Vendor (Bio) submitted a bid to continue trimming around the neighborhood. The Board will review the bid offline.
- Trash – missed trash days were discussed – it was discussed that calling the City is preferred communication route so they can track the vendor’s performance and be aware of service issues.
- The Board has directed that the bottle brush on Landing be straightened and staked. Spectrum to task ECM with this.
- Additional parking at the Recreation Center Park was discussed. This was requested to be considered as a budgeted project for 2016.
- The Board has requested a conference call meeting in two weeks to expedite landscaping bid review and subsequent approval.
- Some of the windscreens at the tennis courts are down/damaged. Spectrum to have vendor repair/replace, as needed.

- The Board requested that Spectrum get a bid to increase the concrete apron around the splash pad for seating and tables.
- The Board requested bids for flowers at the monuments.
- To continue to deter vandalism, the Board discussed a potential project to procure higher resolution cameras in common areas. Spectrum will solicit several bids. This is a potential budgeted project for 2016.
- Additional holiday decoration bids were requested by the Board. Spectrum will solicit more bids.

**EXECUTIVE SESSION**

**ADJOURNMENT**

The meeting was adjourned at 8:51 pm.

Melissa Kirkland

Bart Jones

Authorized Signer of the  
The Brittany Lakes  
Homeowners Association, Inc.

Managing Agent