

BRITTANY LAKES HOMEOWNERS ASSOCIATION INC.

MINUTES OF MEETING BOARD OF DIRECTORS February 19, 2009

NOTICE

The regular Board of Directors meeting was held at the League City YMCA, 1700 Brittany Bay Boulevard in League City, Texas 77573-5135 at 6:30 p.m. per Waiver of Notice.

PRESENT

Todd Edwards	President
Linda Lorch	Vice President
Greg Ellis	Secretary
Monica Foster	Director at Large

ABSENT

John Vance	Treasurer
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ALSO PRESENT

Joanne Williams	Planned Community Management, Inc.
Jim Turner	BLHOA Webmaster
Clayton Black, P.E.	Jones & Carter Engineers*Planners*Surveyors
Lisa Morphis, CPSI	Playgrounds of Pearland
Residents	Sign-In Sheet Filed with Minutes

GUEST SPEAKERS

Jones & Carter - Clayton Black, P.E. reviewed leveling the drill sites, the pump station evaluation of the lake and options available for controlling erosion around the big lake. The Board commented that one sidewalk area still held standing water and was not addressed during the leveling of the drill sites. Mr. Black agreed to have someone meet with a board member to inspect the issue.

Mr. Black provided his recommendations for the pump station evaluation of the lakes and upon a motion made, seconded and carried the Board RESOLVED to approve the expense to Jones & Carter design fee in the approximate amount of \$30k-\$40k to address the bulk heads at the lakes and to meet with contractors to develop specifications for the three bids for the construction management. Clayton Black, P.E. will meet with Childers Pump and Lake Management to address the irrigation pump requirements to develop a plan inclusive of the lakes and wells.

Playgrounds of Pearland - Lisa Morphis advised that the playgrounds adjacent to the pool area already meet ADA Playground Compliance and the Association does not need to install the six handicapped ramps to conform to ADA guidelines but only if the correct level of mulch is maintained. Lisa stated that the Association had a maintenance issue that can be resolved by routine preventative maintenance providing the correct level of fall surface material in compliance with ADA and would keep the neighborhood safe. Upon a motion made, seconded and carried, the Board RESOLVE to approve increasing the level surface material and payment in the amount of \$3,040.00.

Lisa reviewed the bid to replace six, 6-foot backed benches, one 8-foot ADA compliant picnic table, two 6-foot picnic tables and for three trash-mounted cans with liners and lids to bring the park equipment into ADA compliance for the community. The Board decided to discuss the bid following the meeting and will contact management via email for approval in the amount of \$6,361.59 for the replacement of the park equipment.

APPOINTMENT

Monica Foster, a prior candidate for the Board of Directors who received the third highest number of votes at the previous election offered to fill the vacant director position. Upon a motion made, seconded and carried Monica Foster was appointed to fill the unexpired term of director Michelle Nickel expiring December 18, 2009.

HOMEOWNERS FORUM

Residents discussed recent area vandalism and the escalation of noise stemming from traffic along Landing Boulevard. All discussed the noise issues from passing vehicles around mid-night to 6:00 am and the formation of a Neighborhood Watch Program to help address such matters since City of League City Police have been slow to respond to residents' complaints. Residents were concerned about the new homes in Magnolia Creek backing up to Brittany Lakes leaving a two foot gap between back fences in each neighborhood making maintenance between the two neighborhoods difficult if not impossible. The Board related the anticipated schedule for Hurricane Ike resident repairs and stated a letter will be sent to remind Owners asking them to communicate their situation to the Board for monitoring.

MINUTES

The Board reviewed the minutes of the regular meetings held on Thursday, January 26, 2009. The Board waived the reading of the minutes and upon a motion made, seconded and carried, the Board RESOLVED to approve the minutes as amended.

FINANCIAL REPORT

The Board reviewed the financial statement for the period ending January 31, 2009 and received account information and recommendations from Planned Community Management for investment purposes. Management reported the 2009 reserve allocation of \$62,400 was based upon the Association Reserve Study Report, that the \$150k was moved to the temporary operating account and \$150k was placed in a temporary reserve account as requested. The Board decide not to use the Strongroom Solutions at this time and to have checks sent to the current Treasurer for only one signature on checks and if a second signature was required they would instruct PCMI to be the second signatory.

COMMITTEE REPORTS

Architectural Control – Todd Edwards advised the Committee was working on modifications to the Guidelines and they were working on applications submitted.

Beautification – Linda Lorch reported that several items are currently under consideration and the Committee will be forming meetings in the near future.

Neighborhood Watch – John Vance was not present at the meeting.

Website – Jim Turner announced that future meetings would be held in the large meeting room past reception at the YMCA as the small conference room had meeting conflicts and that he has worked on a commitment with the YMCA for a link so residents may contact them for membership and schedules.

OLD BUSINESS

Advantage Fence – Management discussed recommendations from Bryan Walker, Owner, that the existing tennis court gate is structurally sound and can be retrofitted to accommodate proper welded hinges, new lock with metal housing and fabricated metal plates to abate outside access to the tennis courts. Management will contact Advantage Fence to confirm this recommendation must meet that minimum standard which was the purpose to retrofit the gate. Bryan Walker volunteered to inspect each perimeter wood fence along major thoroughfares to provide the HOA with locations of damaged fences needing repair.

Landscape Bids – Management reviewed the estimates #2079, #281 and #308 from Earthcare Management for irrigation repairs and rain sensors and upon a motion made, seconded and carried, the Board RESOLVED to approve #2079 in the amount of \$1,394.25, #281 in the amount of \$3,605.14 and #308 in the amount of \$836.55 respectively.

NEW BUSINESS

Annual Audit – The Board reviewed the proposal submitted by Kenneth Johse, CPA to conduct the 2008 annual audit. Upon a motion made, seconded and carried the Board RESOLVED to approve the proposal from Kenneth Johse, CPA to prepare the 2008 audit in the amount of \$1,400.00 due to the change from accrual to cash accounting.

Collection Policy – Management provided the Board with a draft Collection Policy, Procedures and Payment Plan for consideration. The Board will review each and email approval to send for legal review by Hoover Slovacek so it may be implemented and recorded.

Pool Contracts – The Board discussed the 2009 pool renewal contract and the Virginia Graeme Baker Pool and Spa Safety Act and upon a motion made, seconded and carried, the Board RESOLVED to approve the 2009 pool maintenance contract in the amount of \$31,861.75 and FURTHER RESOLVED to approve the bid to comply with the Federal VGB Act in the amount of \$1,022.97, respectively.

Meeting Date – The Board meeting is scheduled to be held on Thursday, March 19, 2009 at 6:30 p.m. at the League City YMCA, 1700 Brittany Bay Boulevard in League City in the large conference room past reception until further notice.

ADJOURN TO EXECUTIVE SESSION

Deed Restriction Enforcement
Legal Business
Other Business

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

BRITTANY LAKES HOMEOWNERS ASSOCIATION, INC.

A handwritten signature in cursive script, appearing to read "Greg Ellis", written over a horizontal line.

Greg Ellis, Secretary