

Brittany Lakes Homeowners Association, Inc.

A Texas Non-Profit Corporation

Board Meeting Minutes

March 3rd, 2016

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 (Vice President/Treasurer)
- Melissa Kirkland (Secretary)
- James Charo (Director)
- Kim Widener (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 no homeowners present.

APPROVAL OF MINUTES

Board Meeting Minutes from January 28th were deferred due to several outstanding edits/revisions in the document.

FINANCIAL PACKET

- The January 2016 financial packet was reviewed and approved. The Board requested that Spectrum follow-up with Legal regarding potential disposition of developer debt.

GENERAL BUSINESS

- Pool Contract – the Board requested that Spectrum ensure that the vendor, Gulf Coast Aquatics, include a weekly safety inspection of the Splash Pad into the proposed contract renewal language. The Board also requested that Gulf Coast move the pool furniture to off-site storage next winter. This should be explicitly stated in the proposed contract as well.
- Pool Building Refurbishment Project – Ongoing – granite color chosen for the restrooms. In addition, the Board requested all new doors (not just 4 out of 5 in the pool area), all the door vents to be new, a bid on getting the rust off and painting the copulas, and a cost to replace all the shutters (for comparative purposes). Spectrum will get this bid from the engaged contractor, J&J, and communicate it to the Board.
- Common Area Border Fencing – Spectrum approached two fence contractors and neither was interested in the scope definition/survey work that the Board has recently requested. Spectrum will continue to search for fence contractors to execute the survey.
- Monument Bids – Spectrum has solicited and received several bids for new brick monuments in the Association. More bids are due, and then Spectrum will condition the bids for Board review.
- Benches – The Board requested that Spectrum provide an inventory and location of all benches in the Association.
- Greune (Landscaping Vendor) – The Board requested that ants in the Association be spot treated. Spectrum will communicate this request to Greune. The Board also requested that Spectrum have Greune attend a Board meeting once per quarter to provide a service update to the Board.
- The Board discussed the poor drainage issue at the Recreation Center park area. Consideration should be given to securing the services of a landscape architect, or other qualified person, to provide input into the drainage problem resolution.
- The Board requested that Spectrum have the selected vendor paint the pickle ball court lines onto the existing Association tennis courts.

- The Board requested that Spectrum secure a bid from Lynn’s Landscaping for landscaping around the pool and splash pad as well as bid on removing all the oleanders from League City Parkway. This will serve as a price indication for the scope of this work for budgetary purposes.
- The Board requested that Spectrum procure additional bids for the wrought iron fences that border neighborhood cul-de-sacs.
- The Board requested that Spectrum follow-up with Gulf Coast and Houston Rec, as appropriate, to have the splash pad opened beginning the week of 11 March 2016.

ADJOURNMENT

The meeting was adjourned at 8:15 pm.

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

Bart Jones
Managing Agent

Date