

# **Brittany Lakes Homeowner Association, Inc.**

## **Board Meeting Minutes**

August 27, 2021

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 August 27, 2021, via Zoom meeting.

### **IN ATTENDANCE**

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

- Todd Edwards (President)
- James Charo (Vice-President)
- Jeramy Roesler (Member at Large)

**Absent with apologies were the following Board members:**

- Kimberly Widener (Treasurer)
- Diana Lawless (Member at Large)

**Representing Spectrum Association Management, LP was:**

Community Manager - Hannah Maskevich  
Client Relations Manager – Tiffany Sanford

### **DETERMINATION OF QUORUM**

A quorum of Board members was announced, and the general session meeting was called to order at 6:30 p.m.

### **HOMEOWNER FORUM**

Homeowner's present were given the opportunity to present discussion items with the Board and the following was discussed:

- Brenda Smith inquired about continuing the landscaping clean-up project.

### **MINUTES APPROVAL**

The meeting minutes from July 22, 2021 were presented to the Board and tabled for approval to allow additional time to review.

### **FINANCIAL REPORT**

The Board was presented with the July 2021 Financials.

### **BUSINESS**

- The Board discussed a proposal from the City of League City to purchase 2,468 square feet of property off Landing Blvd., to create a right-turn lane onto W. League City Parkway.
  - The Board requested to submit correspondence to the City of League City, as recommended by legal counsel.
- The Board approved the bid from CertaPro for \$8,170.71 for pressure washing, painting, and installing new shutters on the pool house. Motion – James, Second – Jeramy, all in favor 3-0.
  - The paint colors that were approved were Aesthetic White (pool house exterior) and Tricorn Black (shutters).
- The Board discussed three proposals to replace/repair the shower located at the pool. The discussion was tabled pending requested information regarding warranty and specs for each shower option.
- The Board discussed the camera replacement and options for more advanced camera technology. Further discussion was tabled to allow James additional time to meet with the vendor.
- The Board was presented with three bids for replacing the kiddie mulch in all three playgrounds. The topic was tabled pending a solution to the drainage concern in the main playground near the pool.
- The Board discussed National Night Out plans, including the budget of \$8,000 for community events. The Board requested that any information pertaining to National Night Out be sent to the Board for approval.
- The Board discussed the proposed budget for 2022 and requested additional changes to assessment amount and budgeting for Reserve Study update.

- The Board approved a bid for a playground inspection with Safety First for \$950, in the event that the current insurance policy does not include a complimentary playground inspection. Motion – Todd, Second – James, all in favor 3-0.
- The Board was presented an eBlast regarding the ACC process to homeowners. The board approved the eblast as presented and would like the Architectural Guidelines attached for reference. Motion – James, Second – Jeramy, all in favor 3-0.
- The Board approved Troop 615 to place flags throughout the Community for 2022 in the amount of \$490 for 14 flags. Motion – Todd, second – Jeramy, all in favor 3-0.

With no further business to discuss in the open forum, the general membership was dismissed, and the Board entered executive session at 8:01 pm.

**EXECUTIVE SESSION**

The Board was presented with the current Aging Report and Violation Report.

**ADJOURNMENT**

With no other business to discuss, the Board adjourned the meeting at 8:03 p.m.

**NEXT MEETING DATE**

The next Board Meeting is scheduled for 9.23.2021.

*Todd Edwards*

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Brittany Lakes Homeowners Association

*Hannah Maskevich*



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Spectrum Association Management





# Signature Certificate

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