

Brittany Lakes Homeowner Association, Inc.

Board Meeting Minutes

February 3, 2022

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 February 3, 2022, 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 (Secretary)

Absent with apologies were the following Board members:

- Diana Lawless (Member at Large) – portion of meeting
- Kimberly Widener (Treasurer)

Representing Spectrum Association Management, LP was:

Community Manager - Hannah Maskevich

DETERMINATION OF QUORUM

A quorum of Board members was not announced until 7:23 p.m., but the general session meeting was called to order at 6:34 p.m. for informational purposes.

MINUTES APPROVAL

The meeting minutes from December 16, 2021 were tabled for approval via email, due to lack of quorum.

FINANCIAL REPORT

The Board was presented with the December 2021 financials, as well as a year-end overview for 2021.

ACCOMPLISHMENTS IN 2021

- New wind nets installed at the tennis courts
- Pool house painting update completed
- Landscaping clean-up from the winter freeze completed
- Pool shower replaced
- Picnic tables replaced

GOALS FOR 2022

- Address drainage concerns at the Rec Center
- Tree trimming throughout the neighborhood and replacing the dead trees
- Repairs to the transfer pump that connects to the irrigation
- Replace canopies at the park near Loon and Longspur
- Camera system updates throughout the community
- Replaster the pool
- Begin planning splash pad updates for the 2022 pool off-season

BUSINESS

- The Board reviewed three proposals to replace the partitions in the restroom at the pool house. This was tabled for discussion via email, due to lack of quorum.
- The Board discussed the 2022 pool season and hosting the distribution events again for 2022. The Board requested to have additional conversation via email about who will run these events and what the dates will be.
- The Board reviewed the color options that were submitted by Kimberly to replace the canopies at the Longspur Park. Todd and Jeramy agreed to move forward with Kimberly's first choice of Pearl Onyx with McKenna for

\$6,360 + tax.

- The Board reviewed multiple proposals submitted for tree trimming throughout the neighborhood. It was requested to ask each vendor to separate their proposals for 1) trimming the trees at the Rec Center 2) removing dead trees throughout the community and 3) replacing the trees to be removed.
 - It was also requested to invite a representative from Kiki's to the next Board Meeting to discuss their submitted proposal price.
- There was discussion held regarding the drainage concerns at the Rec Center. The Board requested to continue to explore different options and seek expert opinions on the best way forward to fix the pooling issues.
- The Board review multiple proposals submitted to repair/replace the damaged sidewalk located near the pavilion at Longspur Park. This topic was tabled to request additional information from vendors regarding the scope of the project.
- There was discussion regarding the Service Project request from a homeowner. The discussion was tabled to allow additional time to review the proposal.

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 the date for the Spring Garage Sale.
- Mark Buehler inquired about the status of the website updates that were submitted to the Board after the last meeting.

With no further business to discuss in the open forum, the general membership was dismissed, and the Board entered executive session at 7:59 p.m.

EXECUTIVE SESSION

The Board reviewed items in executive session related to escalated collection and deed restriction matters.

Variances: The Board denied 1 variance request.

Legal Status Report: The Board of Directors reviewed the Legal Status Report and approved to continue to escalate one account.

Aging Report: The Board approved to escalate 1 account to the attorney for further collections.

Violation Report: The Board of Directors reviewed the current Violation List and approved 2 accounts to go to Legal for Deed Restriction Violations.

ADJOURNMENT

With no other business to discuss, the Board adjourned the meeting at 8:37 p.m.

NEXT MEETING DATE

The next Board Meeting is scheduled for 2.24.2022

Todd Edwards



Brittany Lakes Homeowners Association

Hannah Maskevich

Spectrum Association Management

Signature Certificate

Reference number: W7B2I-ORI6U-Z3VEU-DEKWF

Signer	Timestamp	Signature
Hannah Maskevich Email: hmaskevich@spectrumam.com Sent: 25 Feb 2022 16:32:57 UTC Viewed: 25 Feb 2022 16:32:59 UTC Signed: 25 Feb 2022 16:33:11 UTC		 IP address: 50.206.108.98 Location: League City, United States
Todd Edwards Email: toddsedwards1@gmail.com Sent: 25 Feb 2022 16:32:57 UTC Viewed: 25 Feb 2022 18:06:48 UTC Signed: 25 Feb 2022 18:07:57 UTC		 IP address: 12.188.141.226 Location: Baytown, United States

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