

Brittany Lakes Homeowner Association, Inc.

Board Meeting Minutes

July 28, 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 July 28, 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)
- Kimberly Widener (Treasurer)
- Diana Lawless (Member at Large)

Absent with apologies were the following Board members:

- Jeramy Roesler (Member at Large)

Representing Spectrum Association Management, LP was:

Community Manager - Hannah Maskevich

DETERMINATION OF QUORUM

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

MINUTES APPROVAL

The meeting minutes from June 23, 2022 were approved as presented.

Motion – James, second – Todd; all in favor 4-0

FINANCIAL REPORT

The Board was presented with the June 2022 Financials.

BUSINESS

- The Board was presented with three proposals to repair several sidewalk displacements throughout the Rec Center. The Board requested additional information and to allow additional time to walk the area, to assess the issues needing resolution.
- The Board discussed rule changes for the pool, as well as updated signage for the pool and tennis court. Diana motioned to change the age to 13; motion failed. The Board requested to table the approval pending further discussion about the age minimum.
- The Board of Directors discussed the Annual Meeting. It was requested to attempt to host the November reconvened meeting in person this year. Terms ending in 2021 are Kimberly Widener and Diana Lawless. Candidate Solicitations will be sent out in August.
- The Board of Directors discussed plans for National Night Out, scheduled for October 4, 2022 from 5 p.m. to 8 p.m. The Board requested to host similar to last year's event.
- The Board of Directors reviewed three proposals for fence repairs throughout the community. The Board requested additional bids from Statewide and New Age for comparison as well.
- The Board reviewed the current contract with Kiki's Landscaping and the services chart. The Board agreed to request proposals for new landscaping contracts to possibly start at the end of the current contract year with Kiki's. Spectrum will solicit proposals for Board review.
- The Board discussed the plans for planting new plants in the fall that have suffered previously in the freeze, to include those needing to be removed and those previously removed. Todd requested to walk through with Kiki's to determine specific locations needing to be planted.
- The Board discussed the remaining benches throughout the community and requested proposals to replace all benches, repaint all benches, and/or repaint all trash cans to black to match the new benches at the Re Center.
- The Board discussed the first draft of the 2023 Budget. The following was discussed:
 - No need for full replacement of the pool furniture – just refurbishment

- Verify if the transfer pump/irrigation repairs are accounted for in the Reserve Study and if not, take this into consideration when looking at Reserve Transfers.

The Board also requested to host a budget workshop to detail the budget and prepare for open discussion during the next meeting.

HOMEOWNER FORUM

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

- Mark Buehler inquired offered input regarding the updated pool rules and the proposed budget. Mark also inquired about an update to the construction project on Landing Blvd. Spectrum informed homeowners that we are waiting on an updated Project Schedule from League City and this will be communicated to homeowners as soon as it is made available to the Association.
- David Shreve inquired about the bid solicitation process.

With no further business to discuss in the open forum, the general membership was dismissed, and the Board entered executive session at 8:15 pm.

Director Lawless excused herself from the meeting at 8:15 p.m.

EXECUTIVE SESSION

Variance Requests: The Board was presented with two variance requests.

One variance request was approved.

One variance request was tabled pending Board in-person review.

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

Aging Report: The Board approved to escalate 29 accounts to the attorney for further collections.

Violation Report: The Board of Directors reviewed the current Violation List and approved 1 account to go to Legal for Deed Restriction Violations.

The Board approved a fee waiver for 1 account.

The Board approved to continue with Judicial Lawsuit for 1 account.

The Board approved to escalate 1 violation with the attorney.

ADJOURNMENT

With no other business to discuss, the Board adjourned the meeting at 9:23 p.m.

NEXT MEETING DATE

The next Board Meeting is scheduled for 8.25.2022.

Todd Edwards



Brittany Lakes Homeowners Association

Hannah Maskevich

Spectrum Association Management

Signature Certificate

Reference number: SZWUZ-FDNXR-U23TE-5XVAR

Signer	Timestamp	Signature
Hannah Maskevich Email: hmaskevich@spectrumam.com Sent: 26 Aug 2022 12:20:35 UTC Viewed: 26 Aug 2022 12:20:38 UTC Signed: 26 Aug 2022 12:21:18 UTC		 IP address: 73.232.142.95 Location: Dickinson, United States
Todd Edwards Email: toddsedwards1@gmail.com Sent: 26 Aug 2022 12:20:35 UTC Viewed: 26 Aug 2022 13:15:10 UTC Signed: 26 Aug 2022 13:18:29 UTC		 IP address: 73.6.100.4 Location: League City, United States
Recipient Verification: ✓ Email verified	26 Aug 2022 13:15:10 UTC	

Document completed by all parties on:
26 Aug 2022 13:18:29 UTC

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