

Brittany Lakes Homeowner Association, Inc.

Board Meeting Minutes

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 March 27, 2025, at the Perry Family YMCA located at 1700 League City Pkwy, League City, TX 77573.

IN ATTENDANCE

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

- Richard Roderman (Member at Large)
- Dinah Carpenter (Member at Large)
- Todd Edwards (President)
- James Temple (Member at Large)

Absent with apologies.

- James Charo (Vice President)

Representing Spectrum Association Management, LP was:

- Jessica Jacobs (Community Manager)

DETERMINATION OF QUORUM

A quorum of Board Members was announced, and the general session meeting was called to order at 6:33p.m. by CM Jessica.

EXECUTIVE SESSION

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

Homeowner Request(s):

The Board of Directors welcomed one homeowner to discuss their recent ARC variance requests. One variance was approved with stipulations.

The Board of Directors reviewed one fee waiver request and approved to waive all fees.

Executive Meeting Minutes: The Executive meeting minutes from February 2025 were reviewed and approved as presented.

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

Violation Report: The Board of Directors reviewed the current Violation Report and approved to send six accounts to the attorney for further enforcement efforts.

Aging Report: The Board of Directors reviewed the current Aging Report and sent three accounts to the Association's attorney for further collection efforts.

CLOSE OF EXECUTIVE SESSION

With no other business to discuss, the Board closed the Executive Session at 7:30 p.m.

AGENDA REVIEW AND APPROVAL

CM Jessica presented the agenda for the meeting as below:

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| <ul style="list-style-type: none">• Executive Session• Call to Order• Agenda Review and Approval• Meeting Minute Approval• Financials• Landscaping Proposals• Electrical Proposals | <ul style="list-style-type: none">• Pressure Washing Proposals• Gate Repair Proposal• Fence Re-Staining Project• Irrigation Repair Proposals• Committee Updates• New Business |
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MEETING MINUTE APPROVAL

The open meeting minutes from February 2025 were reviewed and approved as with 3 changes.

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

FINANCIAL REPORT

The Board and Membership were presented with the February 2025 financials.

BUSINESS

- The Board of Directors reviewed proposals from IMS Landscape Services for landscape enhancements along Landing Blvd. as well as repair of the PVC drain in front of the tennis courts. Decisions have been deferred until the pump station is repaired.
- The Board of Directors discussed and approved proposal #29 in the amount of \$4000.00 from McWilliams Electric to provide constant power to the recreation center.
Motion- Dinah, Second- Todd; all in favor 4-0
- The Board of Directors discussed and deferred a proposal from HSR to repair gates at pool and splash pad.
- The Board of Directors discussed the re-staining project for the fence and would like to see test patches in the colors ST-142 (Cappuccino), ST-122 (Redwood Naturaltone), and ST-116 (Woodbridge).
- The Board of Directors discussed the proposals for power washing the Recreation Center area. The Board approved the proposal from Houston Squeaky Clean Power Washing in the amount of \$2,625.35.
Motion- Todd, Second- Dinah; all in favor 4-0
- The Board of Directors discussed and approved the proposals for cleaning out the intake line to the pump station and approved the proposal from Hydrokinetics totaling \$6,400.36.
Motion- Todd, Second- Richard; all in favor 4-0
- The Board of Directors reviewed a proposal for bonded mulch at Midway Park. They would like to see proposals for the main recreation center near the swing set where the mulch washes out.

SOCIAL COMMITTEE

- Mrs. Smith discussed the upcoming Easter event on April 12th from 10:00A-12:00P. She highlighted that they would have an egg hunt, facepainting, snow cones, music and games. She also requested the area be treated for ants beforehand and that the area or the egg hunt not be mowed the week prior.

HOMEOWNER FORUM

- Homeowners present discussed safety in the neighborhood with the gunshots that have been occurring, violations, as well as what can be done about LCPD ticketing homeowners that back up to Bauerschlag Elementary.

NEW BUSINESS

There was no new business to discuss.

OPEN SESSION ADJOURNMENT

With no further business to discuss, the open session adjourned at 8:51p.m.

NEXT MEETING DATE

The next Board Meeting is scheduled for April 24, 2025.

Minutes were approved on April 24, 2025, and attested to by:


Todd Edwards (Jul 7, 2025 12:05 CDT)

Brittany Lakes Homeowners Association

March 27, 2025

Date



Spectrum Association Management

3/27/2025

Date