

**Brittany Lakes Homeowner Association, Inc.**  
**Board Meeting Minutes**  
**April 27, 2026**

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 April 27, 2026, at the Perry Family YMCA located at 1700 W League City Pkwy, League City, TX 77573.

**IN ATTENDANCE**

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

- Richard Roderman (Secretary)
- James Charo (Vice President)
- Dinah Carpenter (Treasurer)
- James Temple (Member at Large)

**Absent with Apologies**

- Todd Edwards (President)

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

- Jessica Jacobs (Sr. Community Manager)
- Tyler Haubertson (Community Manager)

**DETERMINATION OF QUORUM**

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

**AGENDA REVIEW AND APPROVAL**

CM Jessica presented the agenda for the meeting as below:

- |                                   |                        |
|-----------------------------------|------------------------|
| • Call to Order                   | • Updates              |
| • Agenda Review and Approval      | • Committee Reports    |
| • Meeting Minute Approval         | • New Business         |
| • Financials                      | • Open Homeowner Forum |
| • Pump Station Maintenance        | • Adjournment          |
| • Miscellaneous Maintenance Items |                        |

**MEETING MINUTE APPROVAL**

The open meeting minutes from March 23, 2026, were reviewed and approved.

Motion – James C., Second- Richard; all in favor 4-0

**FINANCIAL REPORT**

The Board and Membership were presented with the March 2026 financials.

**BUSINESS**

**Pump Station Maintenance**

CM Jessica gave an update on where we are in the pump station maintenance process. One more estimate was requested and the vendor, Gulf Coast Pump & Supply, will be out for evaluation this week.

**Miscellaneous Maintenance Items**

The Board of Directors reviewed estimates #1552, #1553, and new estimate #1568 for wood tables to replace 5 tables at the recreation center and splash pads. They requested to get estimates to repair the tables vs. fully replace them.



The Board of Directors discussed the duck population at the recreation center and pool and decided to move forward with allowing Gulf Coast Aquatics to scrub off the deck during regular Monday cleaning for an additional \$50 fee. They will monitor and reassess the situation if needed.

The Board of Directors reviewed estimate #332 from McWilliams Electric to conceal the conduit at the bottom of the light poles at the recreation center. They requested to get another estimate as well as requesting additional details regarding the estimate provided.

The Board reviewed and approved estimate # 17982 for \$1250.00 from Bay Area Tree Experts to trim two trees on Lakewind Ln and to remove two dead pine trees along Landing Blvd.

Motion – Richard., Second- James C.; all in favor 4-0

**COMMITTEE REPORTS**

The Landscaping Committee had nothing to report but discussed ongoing projects such as the sodding of new areas and the completion of the new enhancements at the small monuments.

The Events Committee reported they will not be having an adult pool event.

There were no Architectural Review Committee members present.

**NEW BUSINESS**

There was no new business to discuss.

**HOMEOWNER FORUM**

There were no additional homeowner concerns.

**OPEN SESSION ADJOURNMENT**

With no further business to discuss, the open session adjourned at 7:30 p.m.

**NEXT MEETING DATE**

The next Board Meeting is scheduled for May 18, 2026.

Minutes were approved on May 18, 2026, and attested to by:

T.S. Edwards (TODD S. EDWARDS) - PRESIDENT  
Brittany Lakes Homeowners Association

18 MAY 2026  
Date

[Signature]  
Spectrum Association Management

5/18/26  
Date