

**THE LAKES OF SOUTH SHORE HARBOUR C.A. INC.**  
**REGULAR BOARD OF DIRECTORS MEETING**

MEETING MINUTES February 14, 2020

The following meeting minutes reflect the actions taken by the Board of Directors (the "Board") of The Lakes of South Shore Harbour C.A. Inc. (the "Association") at the regular meeting of the Board conducted February 14, 2020 (the "Board Meeting"), at 12:06 PM at the Spectrum Association meeting room at 2600 South Shore Blvd. #304, League City, TX 77573.

Attending: Rob Schuler, President, Claudia Foutz, Vice President, and Mike Lee, Secretary. Cindy Pratt, Treasurer, and Allison McIntyre, Director-at-Large attended via Google Hangout. Ms. McIntyre exited the meeting at 1:00 PM.

Guests: Tiffany Sanford, Spectrum Client Relations Manager, and Betty Fiala, Spectrum Community Manager, were also in attendance.

I. Meeting Called to Order at 12:06 PM by President Schuler

II. Consider Current Agenda Changes and Vote

The agenda was amended to table item V.b. (2), Monthly Statements for January, which will be provided later to the Board, and Item IV.e. Information on the City's agreement to consider speed humps along Auburn Creek Lane and Consider flashing pedestrian lights on South Shore Blvd. was added to Approval of Board Packet Requests.

Motion: Approve the Agenda as amended.

Moved by Claudia Foutz, seconded by Mike Lee to approve the agenda as amended.

Result: Passed

III. Resident Comments: The two Spectrum staff were introduced but had no comments at this time as they were informally attending the meeting.

IV. Approval of Board Packet Requests

a. Tennis Court Repairs: Cindy Pratt presented information on required Tennis Court Repairs that included lights, ballast and other repairs totaling between \$1400 and \$1900 and recommended that the repairs be handled by Spectrum when they begin their contract.

b. Wading Pool Repairs: Cindy Pratt presented cost and contract information on repairs required for the wading pool repairs that can be completed by Gulf Coast Aquatics, our current pool contractor and member on the Spectrum vendor list, for approximately \$4,300. It was decided to begin repairs in April and manage them until the Spectrum contract is fully operational so that repairs can be completed before the swim season begins.

c. Website Management: Rob Schuler presented information on contracting with Prepared Publications, Monty Campbell, President, to create a fully functional website with a new domain name, in addition to the basic limited website provided by Spectrum. He presented contract terms that included a one-time set up fee of \$300 and a monthly maintenance fee of \$75.00. It

was decided that Claudia Foutz and Allison McIntyre will work on development of the new site with this contractor.

d. Landscape Assessment by Clark Condon: Rob Schuler presented the final \$25,000 contract offered by Clark Condon. After discussion, there was general agreement to proceed with this assessment so that the HOA will be in a better position to write a new RFP for basic and/or enhanced landscape services and to begin financial allocations for landscape infrastructure and rejuvenation improvements, with a goal of creating less reliance on water and improving community functions that fully utilize our greenspace. It was noted, that where possible, any trees that are removed should be relocated.

e. Speed Bumps and Flashing Pedestrian Flashing Lights: Rob Schuler presented his meetings with the City concerning both proposals. At the current time, it appears the City is in agreement to have a shared financial arrangement to provide both safety features for the community. Flashing lights would be installed on South Shore Blvd at the crosswalk connecting the Austin Lake area to the Kroger Lake area, as well as lights at Austin and Meadow Parkway. They will conduct a speed study on Auburn Creek Lane to determine future speed bumps. Each shared pedestrian flashing light expense is estimated at \$5,000. Allison also asked Rob to continue conversations with the City as it related to handicap ramps throughout the community.

Proposals a. through e. were moved by Allison McIntyre and seconded by Mike Lee.  
Result: Passed

## V. Reports

### a. Director's Reports:

- 1) Selection of Spectrum as our Management Company: Rob Schuler reported that all negotiations have been completed with Spectrum and recommends approval to transition to this management company with a soft launch of February 24, 2020. Board members were provided with contract terms at last month's Board meeting.

Moved by Claudia Foutz, seconded by Mike Lee.  
Result: Passed.

### b. Financial reports:

- 1) Status of 209 Letters to address delinquencies: After a lengthy discussion about the magnitude of delinquent accounts and the transition from the current accounting firm to Spectrum, it was agreed to send the large delinquencies from 2016 and prior to the HOA Attorney for collections (approximately 34) and to migrate all other delinquencies to Spectrum for processing according to HOA policy (approximately 300).

Moved by Allison McIntyre, seconded by Cindy Pratt.  
Result: Passed

- 2) (TABLED) Monthly Statements

- c. Compliance Status and Planning Needs: Allison reported that she will send compliance letters to over 50 residents with minor violations and will then transition that information to Spectrum for follow-up. All other compliance issues pending will be transitioned, as well.

- d. Committee Reports:

- 1) Landscape Improvements to Pool and Monument Areas: Claudia Foutz presented the Landscape improvements projects to these two areas that included knockout rose pruning, bush removal and other bush planning schematics, totaling approximately \$1,300. Cost estimates and planting schematics were presented to the Board.

Allison McIntyre moved, and Cindy Pratt seconded

Result: Passed

- 2) Report on MUD Meeting held February 11, 2020: Claudia Foutz reported although the MUD has temporarily tabled the Clark Condon Erosion Assessment project addressing Kroger Lake, they fully understand the necessity of the HOA addressing issues of an aging infrastructure, and, as such, moved to look into updating the park bond plans should the HOA present the need for future funding. This was presented as information only, no motion was required.

VI. Close of Open Board Meeting @ 1:15 PM

VII. Executive Session commenced @ 1:15 PM

No actions taken in Executive Session

VIII. Re-opened Open Board Meeting @ 1:31 PM and Adjourned