

**The Lakes of South Shore Harbour C.A. Inc.  
Board Meeting Minutes**

January 11, 2022

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 on January 11, 2022 (the “Board Meeting”), via Zoom.

**IN ATTENDANCE**

**Representing the Members of the Lakes of South Shore Harbour C.A. Inc. were the following Board members:**

- Alfred Donaldson
- Valerie Anderson
- Vikki Marsh
- Melanie Graves
- Richard Hipp

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

Community Manager Linda Kondziela & Tiffany Sanford Client Relations Manager

**EXECUTIVE SESSION**

The Board of Directors reviewed the legal status report and declined a homeowner’s counteroffer and discussed an attorney letter from a homeowner requesting for a fence reimbursement. The board would like Lang’s office to request additional information from the homeowner. Motion to approve – Vikki Second – Alfred, 5-0

The Board of Directors reviewed the aging report and approved to escalate the following account 893 [REDACTED] to a 209 letter and to the attorney for further escalation if not corrected. Motion to approve – Melanie, Second – Vikki, 5-0. To stay on top of delinquent accounts, each month the board will be reviewing the aging report and any account delinquent more than \$200 in assessment fees will be moved to the 209 level.

In addition, The Board of Directors discussed: the two homes that will be receiving the fence agreement and determined that Community Manager, Linda Kondziela would contact the homeowners, clearly list out dollar amounts in meeting minutes, Annual MUD meeting availability is Friday, February 4<sup>th</sup> starting at 10:00 a.m.

**EXECUTIVE ADJOURNMENT**

Executive session was adjourned at 7:02 p.m.

**DETERMINATION OF QUORUM**

A quorum of Board of Directors was announced, and the board meeting was called to order at 7:04 p.m.

**AGENDA APPROVAL**

A motion was made to approve the agenda with the following new business items added: tennis court lock, pool season and electrical proposal. Motion to approve – Alfred, Second – Melanie, 5-0

## **MINUTES APPROVAL**

The Board of Directors reviewed the minutes from the Board Meeting held on December 14, 2021. Motion to approve - Melanie, Second - Valerie, 5-0

## **FINANCIALS**

The board and homeowners were presented with the financials for November 2021.

## **OLD BUSINESS**

- **Actions between meetings**
  - The Board of Directors approved the irrigation proposal to repair four main line leaks on Austin Street and South Shore Blvd. for a total of \$3204.20. Part of the \$7000 credit with TexScape, will be used to cover the cost of the irrigation repairs.
- Valerie Anderson discussed working with the Resident Advisory Committee to hold a survey of the community. More information to come from Valerie on what is needed.
- Richard Hipp mentioned hosting a Landscape Committee meeting that would be coming up.
- Austin Street Fence Project:
  - Linda – Community Manger provided an update on the wooden fence replacement on Austin Street - Project is currently on the right side of Meadow Pkwy
- The Board of Directors reviewed the Perimeter Fencing Policy and was all in favor to adopt with only changing the date(s) on the policy. Motion to approve - Alfred, Second - Richard, 5-0

## **NEW BUSINESS**

- The Board of Directors reviewed the following polices/guidelines/resolutions and was all in favor to adopt with only date(s) and grammar changes made, Resolution Adopting Security Measures Policy, Bid Solicitation Process, Swimming Pool Enclosure Guidelines, Religious Item Display Guidelines. Motion to approve - Rich, Second - Melanie, 5-0
- The Board of Directors discussed the tennis court lock that is currently damaged and determine to temporary fix the lock, and long term get proposals for a new access system that is more secure.
- Linda Kondziela, Community Manager discussed with the board the upcoming pool season and that pool wristbands will be used for homeowner access again this year. Linda will work with the event committee to host an event at the pool to pick up wristbands. Motion to approve - Alfred, Second - Melanie, 5-0
- Electric proposal for the miscellaneous repairs around bridge at South Shore Blvd & Hwy 96 was reviewed by the board and approved in the amount of \$5,500. Motion to approve - Alfred, Second - Melanie, 5-0

## **HOMEOWNER FORUM**

- Homeowners present were given the opportunity to address the board and ask any questions. Questions and comments included: discussion on the GL for reserve expenses.

## **OPEN MEETING ADJOURNMENT**

Open session was adjourned at 8:39 p.m.

## **NEXT MEETING DATE**

The next board meeting will be on Tuesday, February 8, 2022.

*Alfred Donaldson*

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LOSSH representative

*Linda Koudziela*

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Spectrum representative



2022-02-16

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# Signature Certificate

Reference number: PCR2W-NCSSZ-2ZO6S-FUXLX

Signer	Timestamp	Signature
<b>Linda Kondziela</b> Email: lkondziela@spectrumam.com		
Sent: Signed:	16 Feb 2022 19:52:15 UTC 16 Feb 2022 19:52:15 UTC	IP address: 76.30.139.110 Location: Kemah, United States
<b>Alfred Donaldson</b> Email: adonaldson@lakesofsouthshoreharbour.com		
Sent: Viewed: Signed:	16 Feb 2022 19:52:15 UTC 16 Feb 2022 22:28:21 UTC 16 Feb 2022 22:28:54 UTC	IP address: 73.6.130.68 Location: League City, United States

Document completed by all parties on:  
16 Feb 2022 22:28:54 UTC

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