

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

February 8, 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 February 8, 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

EXECUTIVE SESSION

Attorneys from Lang and Associates attended the executive session and together with the Board of Directors they reviewed the legal status report and the board approved to offer a settlement on account 893 [REDACTED] if paid within 30 days. Motion to approve – Alfred Second – Richard, 5-0

The Board of Directors reviewed the aging report and requested that a courtesy letter be sent via certified mail to account 8936603208 notifying them of their delinquent balance that is under \$200. This decision was based on the balance being under state law minimum for legal action cannot be taken. 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.

The board reviewed the violation report and approved to escalate two account 893 [REDACTED] & 893 [REDACTED] to a 209 letter and to the attorney for further escalation if not corrected.

In addition, The Board of Directors discussed:

The removal of one Resident Advisory Committee member, this member will be notified via certified letter. Motion to approve – Valerie, Second – Richard, 5-0.

The board discussed the need to revise the Resident Advisory Committee and Landscape Advisory Committee charters, they feel the charters need to be cleaned up and should include more explanation of the purpose of the two charters. Motion to approve – Richard, Second – Alfred, 5-0.

The board was presented with a homeowner request for a fence reimbursement, the request was denied.

EXECUTIVE ADJOURNMENT

Executive session was adjourned at 7:14 p.m.

DETERMINATION OF QUORUM

A quorum of Board of Directors was announced, and the board meeting was called to order at 7:16 p.m.

AGENDA APPROVAL

A motion was made to approve the agenda with the following changes: add review MUD/LOSSH annual meeting dates/times and remove the tree replacement proposal at bridge entrance. Motion to approve – Alfred, Second – Richard, 5-0

MINUTES APPROVAL

The Board of Directors reviewed the minutes from the Board Meeting held on January 11, 2022. Motion to approve - Melanie, Second - Alfred, 5-0

FINANCIALS

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

OLD BUSINESS

- **Actions between meetings**
 - Linda Kondziela, Community Manager provided an update on the final depreciation insurance amount: check in the amount of \$9,319.59 was received on February 4th and deposited into the reserve account.
- **Message from Alfred Donaldson, Board President:**

The President started the discussion stating that the fence along Austin Street is almost complete and the contractor will finish in the next few days. The Board agreed to move the decision on fence color to the end of the meeting after we received any comments from the homeowners regarding the color options. The President also acknowledged some recent comments on Annexation Agreements and fence ownership that seem to come up every month and provided another summary of actions for the last year. The Annexation Agreements are legal documents that must be evaluated in their entirety. Generally, where homeowners and the Association share a property line, the Annexation Agreements stated that the developer will construct a fence on the Restricted Reserve (Association Property) and the Association would then own that fence. When we started the investigation of the fence ownership, the Association had the entire Austin Street fence line surveyed. The survey discovered that some fences were built in the restricted reserve, some were built on the property line, and some were built totally on the homeowner's property. The Association received three different legal opinions to review the Annexation Agreements and the survey. All three opinions concurred that the Association can only own an improvement, in this case a fence, that is on the Association's property. It cannot own an improvement that is on the homeowner's property. There is one specific property that borders Austin Street that does not have a Restricted Reserve and the property is completely owned by the resident. The Board is in agreement that we will not construct an improvement of any type on homeowners' property regardless if the homeowner would provide permission. The President concluded the update by reminding everyone that the Board has spent many months balancing what the intent of the developer was, what the legal responsibilities of the Association are and what is best for the community. All of the new fences constructed by the association along Austin are now located in the Restricted Reserve. This should ensure that the discussion about fence ownership and maintenance on Austin is behind us and the Board is not willing to take anymore comments or questions from anyone who may not agree with the legal opinions we have received.

- **Resident Advisory Committee:**

Valerie Anderson and Linda Kondziela plan to meet to discuss how the RAC can help by surveying the community for repairs/damages that need to be addressed. Announcement was made that there is an open position in section 10, if anyone is interested, please contact Valerie.

- **Landscape Advisory Committee:**

Richard Hipp mentioned the need to revise the LAC & RAC charters and the first meeting of 2022 was held on February 2nd, with only one person attending.

- **Austin Street Wood Fence:**

The Board of Directors reviewed and approved the proposal for \$57,211.0 to stain the interior and exterior of the wood fence. Motion to approve – Alfred, Second – Vikki, 5-0. The board also scheduled the Austin Street wood fence final walk-thru with Keith at Elite Fencing, the walk will be held on Friday, February 11th at 3:00 p.m.

- **Basketball Goals in Streets:**

The Board President shared an email received on January 10th from Nghiem Doan, City Attorney for the City of League City. The email explained the city’s ordinance provisions on this subject are quite clear. It is a violation of said ordinances to place a basketball goal on a public street, with no exception for cul-de-sac streets or length of time the goal is left on the street. His office would absolutely prosecute any charges filed for such conduct.

- **Fence Policy:**

The Board of Directors presented and approved the following statement that was added to the Perimeter Fencing Policy: Owners should minimize mechanical fasteners into the Reserve Fence and use any additional post on the owner’s property to create a tie-in point. Motion to approve - Alfred, Second - Vikki, 5-0

- **Tennis Court Issues:**

The Board of Directors discussed several repairs needed at the tennis court and reviewed one proposal from 1st Choice Locksmith. The decision was made due to safety reasons to temporary close the tennis court until additional proposals are received from vendors. A notification informing homeowners of the tennis court being closed will be sent to homeowners via email and posted on Facebook. In addition, a pad lock and chain with a sign will be placed on the gate of the tennis court. Motion to approve - Vikki, Second - Alfred, 5-0

NEW BUSINESS

- **Tree Removal:**

The Board of Directors reviewed and approved the proposal from TexScape to remove the last five dead/decaying palms to the left and right of main entrance to the community at South Shore Blvd & 96 in the amount of \$4,059.38. Motion to approve - Melanie, Second - Richard, 5-0

The Board of Directors reviewed and approved the proposal from TexScape to remove the dead pine tree on Meadow Parkway in the amount of \$1,327.69. Motion to approve - Alfred, Second - Valerie, 5-0

- **Pool Season:**

Linda Kondziela, Community Manager provided an update on the pool season, wristbands have been ordered and delivered, she will work with the event committee to host an event at the pool to pick up wristbands.

HOMEOWNER FORUM

- Homeowners present were given the opportunity to address the board and ask any questions. Questions and comments included: Homeowner inquired about the status of updating the bylaws,

board president mentioned that it has not happened yet. Request to get update on Kroger Lake drainage issue – board did not have an answer and mentioned that the MUD may be able to help. Homeowners and board discussed the stain color of the Austin Street fence, board plans to meet with contractor on Friday, February 11th to determine best options.

OPEN MEETING ADJOURNMENT

Open session was adjourned at 8:52 p.m.

NEXT MEETING DATE

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

LOSSH representative:

Alfred Donaldson

Spectrum representative:



Linda Koudziela

Date:

2022-03-10

Signature Certificate

Reference number: URMNA-N353B-JDGYT-5QTJS

Signer	Timestamp	Signature
Linda Kondziela Email: lkondziela@spectrumam.com		
Sent:	09 Mar 2022 22:43:37 UTC	IP address: 76.30.139.110
Signed:	09 Mar 2022 22:43:37 UTC	Location: Kemah, United States
Alfred Donaldson Email: adonaldson@lakesofsouthshoreharbour.com		
Sent:	09 Mar 2022 22:43:37 UTC	IP address: 73.6.130.68
Viewed:	10 Mar 2022 15:49:29 UTC	Location: League City, United States
Signed:	10 Mar 2022 15:49:49 UTC	

Document completed by all parties on:
10 Mar 2022 15:49:49 UTC

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